

CLEVELAND PUBLIC LIBRARY

Board Meeting
May 17, 2022

RESOLUTION TO PURCHASE PAPER CUTTER EQUIPMENT

WHEREAS, The Cleveland Public Library's Graphics Department uses an industrial paper cutter to produce flyers, handouts, promotional materials, and other literature requested by Library staff; and

WHEREAS, The Library Administration has determined that it is necessary to replace the Graphics Department's current paper cutter as it is 24 years old and is nearing the end of its serviceable life; and

WHEREAS, The Graphics Department received the following quotes from three (3) vendors for a replacement paper cutter:

Ohio Graphco, Inc.	\$53,890.77
Colter & Peterson, Inc.	\$54,950.00
Bindery Parts, Inc.	\$68,000.00

WHEREAS, Ohio Graphco, Inc.'s quote includes a two year parts warranty and six month labor warranty, and two year maintenance plan; and

WHEREAS, The Chief Strategy Officer recommends that the Library purchase the paper cutter equipment from Ohio Graphco, Inc.; now therefore be it

RESOLVED, That the Board of Trustees authorizes the Executive Director or his designee to enter into a purchase agreement with Ohio Graphco, Inc., subject to approval of the Director of Legal Affairs, to purchase a new industrial paper cutter for the Graphics Department at a total cost of \$53,890.77, with the expenditure being charged to the General Fund Account 11620055-55520 (Equipment).