



## Legislation Details (With Text)

<b>File #:</b>	22-1402	<b>Status:</b>	Agenda Ready
<b>Type:</b>	Contract	<b>In control:</b>	City Council
<b>On agenda:</b>	11/7/2022		
<b>Title:</b>	Three-Year Term Contract with Two Years of Renewal Options for Utility Bill Envelopes for the Business Services Department (Citywide)		
	<p>This contract will provide pre-qualified vendors to supply #10 and #9 utility bill envelopes on an as-needed basis. The envelopes are used to mail utility bill statements to City Utility customers. The City will request quotes from each eligible awarded vendor and award the project(s) to the lowest cost and most responsible bidder for each job.</p> <p>An evaluation committee recommends awarding the contract to the five, highest scored proposals from Cereus Graphics, Inc.; Courier Graphics Corporation; Response Envelope, Inc.; Southland Envelope Company, Inc.; and The Masters Touch, LLC; at \$65,160.00 annually, with an annual increase allowance of up to 5%, or the adjusted Producer Price Index.</p>		
<b>Sponsors:</b>			
<b>Indexes:</b>			
<b>Code sections:</b>			
<b>Attachments:</b>	1. Council Report		

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

### Three-Year Term Contract with Two Years of Renewal Options for Utility Bill Envelopes for the Business Services Department (**Citywide**)

This contract will provide pre-qualified vendors to supply #10 and #9 utility bill envelopes on an as-needed basis. The envelopes are used to mail utility bill statements to City Utility customers. The City will request quotes from each eligible awarded vendor and award the project(s) to the lowest cost and most responsible bidder for each job.

An evaluation committee recommends awarding the contract to the five, highest scored proposals from Cereus Graphics, Inc.; Courier Graphics Corporation; Response Envelope, Inc.; Southland Envelope Company, Inc.; and The Masters Touch, LLC; at \$65,160.00 annually, with an annual increase allowance of up to 5%, or the adjusted Producer Price Index.