



## Legislation Text

---

**File #:** BID 17-037, **Version:** 1

---

Awarding bid for the City of Deer Park *Messenger*.

Summary: The City recently requested and received bids on the printing of the *Messenger*. The *Messenger* is a 20-page publication that is printed and mailed out on a quarterly basis. A one-year contract from 09/01/17 - 08/31/18 with an option for one additional year will be awarded. Four (4) bids were received as shown on the attached bid tabulation. The City recommends selection of the low bidder, Richmond Printing. The annual cost to the City for the printing of 12,500 copies per quarter (4 issues at 20-pages per issue) is \$19,932. Per the bid specifications, the contract will be for one year with the option to extend the contract for an additional year (4 issues) at the end of the initial term. The City has worked with Richmond Printing in previous years and was completely satisfied with their service.

### Current Vendor:

Thomas Printworks

\$5,408 per quarter for an annual total of \$21,632

### Proposed Vendor:

Richmond Printing

\$4,983 per quarter for an annual total of \$19,932

Fiscal/Budgetary Impact: The cost of printing the *Messenger* is budgeted in General Government, Account No. 10-105-4305, Printing.

Award bid to Richmond Printing.