



City of League City, TX

300 West Walker
League City TX 77573

Text File

File Number: 23-0441

Agenda Date: 9/26/2023

Version: 1

Status: ATS Review

In Control: Communications

File Type: Agenda Item

Title

Consider and take action on a resolution authorizing a three-year contract with Alliance Printing for the quarterly printing and mailing of City Matters., in an amount not to exceed \$295,200 (Director of Communications and Community Engagement)

..Background:

Approval of this resolution will authorize funding for the quarterly reporting of City Matters with Alliance Printing. Three (3) bids under, Request for Proposal 23-036 were received on July 27, 2023. Alliance Printing was the low bidder providing a bid of \$98,400 annually.

City Matters currently serves as the City of League City's principal print publication delivered to all residents. Currently published four (4) times a year, quarterly: Winter (December, January, February), Spring (March, April, May), and Summer (June, July, August) Fall (September, October, November). The publication features information regarding budget, City improvements, upcoming events, and general details about what is going on within the City. The contractor will be expected to provide printing, mailing services, and entire cost of postage for City Matters Magazine, mailed quarterly to approximately 35,000 residences.

CONTRACT ORIGINATION: Agreement has been reviewed by the City Attorney's Office

Attachments:

1. Data Sheet
2. Proposed Resolution
3. Exhibit A - Standard Agreement
4. RFP Evaluation Summary
5. Letter of Intent
6. Vendor Report Card

FUNDING

{X} Funding in the amount of \$98,400 is available in Communications Printing and Binding account #1600000-53130. The remaining \$196,800 will be budgeted in future years.

STRATEGIC PLANNING

{X} Addresses Strategic Planning Critical Success Factor # 6 Engaged Residents