

A G E N D A



RCA - Purchasing	Austin City Council	Item ID:	5858
Meeting Date:	May 12, 2011		
Department:	Purchasing		
Subject			
Authorize award and execution of Amendment No. 3 to a contract with PRINTMAILPRO.COM, Austin, TX, for direct mail notification services for Solid Waste Services, to exercise the first 12-month extension option in an amount not to exceed \$25,340 with two additional 12-month extension options in an amount not to exceed \$25,340 per extension option, for a total contract amount not to exceed \$152,040.			
Amount and Source of Funding			
Funding in the amount of \$25,340 is available in the Fiscal Year 2010-2011 Operating Budget of the Solid Waste Services Department. Funding for the remaining options is contingent upon availability of funds in future budgets.			
Fiscal Note			
There is no unanticipated fiscal impact. A fiscal note is not required.			
Purchasing Language:	Contract Amendment		
Prior Council Action:			
For More Information:	Lupe Cruz, Buyer I/974-9142		
Boards and Commission Action:			
MBE / WBE:	This contract will be awarded in compliance with Chapter 2-9D of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this contract.		
Related Items:			
Additional Backup Information			
<p>This contract is for the printing, processing, and mailing of Brush Collection and Bulky Collection notification cards. The total number of notification cards mailed each week for both Brush and Bulky collection is approximately 13,925 cards, the weekly numbers will vary. Each year approximately 181,000 Brush Collection customers and 181,000 Bulky Collection customers are notified twice per year (26 to 29 week cycle) of their scheduled collection. In addition to printing, this service will require the sorting of notification cards according to the United States Postal Service (USPS) presort standard mail rate regulations and the delivery of the notification cards to the USPS office.</p> <p>This contract was competitively bid with a two responses in 2008. This recommended Council action is to approve Amendment No. 3 to exercise the first 12-month extension option in an amount not to exceed \$25,340 and enter into the final two option periods in an amount not to exceed \$25,340 each option period when appropriate, for a final contract value of \$152,040.</p>			

Contract Summary		
Contract History	Description	Amount
Original Contract	36-month contract for Brush Collection Service Direct Mail Notification (annual amount not to exceed \$25,340).	\$ 76,020
Proposed Amendment No. 1	Exercise the first extension option	\$ 25,340
Remaining extension options	Two remaining 12-month extension option	\$ 50,680
	Total contract amount	\$152,040