

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council

Item ID:

10847

Agenda Number

33.

Meeting Date:

December 8, 2011

Department:

Purchasing

### Subject

Authorize award and execution of Amendment No. 2 to a contract with N BUSINESS GRAPHICS, Austin, TX, for printing services for Municipal Court to add the third year funding in the amount of \$43,450, with three additional 12-month extension options in an amount not to exceed \$43,450 per option, for a revised total estimated contract amount not to exceed \$260,700.

### Amount and Source of Funding

Funding in the amount \$39,830 is available in the Fiscal Year 2011-2012 Operating Budget of the Municipal Court. Funding for the remaining extension options is contingent upon available funding 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:

Erin Grace, Buyer I, 972-4017

Boards and  
Commission  
Action:

MBE / WBE:

This contract will be awarded in compliance with Chapter 2-9C 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 solicitation.

Related Items:



### Additional Backup Information

This contract provides the printing of citation books and court forms for the Municipal Court. The citation books are used by the Austin Police Department (APD) to issue traffic, misdemeanor, and city ordinance violations. APD uses approximately 26,000 citation books per year. The court forms are used for judgment and order, orders of the court, not guilty plea's, jail cases, appearance bonds, bail bonds, release cards, and other matters. The Municipal Court uses approximately 303,000 forms per year.

This contract was competitively awarded in 2009 for a 36-month base period in the amount of \$130,350 with three extension options. This recommended Council action is to approve Amendment No. 2 for \$43,450 for third year funding of the initial 36-month contract and the authorization to enter into the final three extension option periods for \$43,450 per extension option, for a final contract value of \$260,700.

Contract Summary

Action	Description	Amount
Original Contract awarded 04/05/09	Year 1 funding	\$43,450
Added annual funding	Year 2 funding	\$43,450
Proposed Amendment No. 1	Add Year 3 funding	\$43,450
Proposed Future Amendments	Extension Option No. 1	\$43,450
	Extension Option No. 2	\$43,450
	Extension Option No. 3	\$43,450
<b>TOTAL CONTRACT AMOUNT</b>		<b>\$260,700</b>