Austin Public Health
PREVENT. PROMOTE. PROTECT.

MEMORANDUM

TO: Mayor and City Council

FROM: Adrienne Sturrup, Director of Austin Public Health
James Scarboro, Assistant Director - Chief Procurement Officer

DATE: April 15, 2022

SUBJECT: Withdrawal of Item 18 - April 21, 2022, Council Meeting

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Staff will be withdrawing the following item on the April 21, 2022, Council Meeting Agenda:

> Authorize negotiation and execution of a contract with Sherry Matthews, Inc. to provide marketing and public relations for COVID-19 response, for a term of five years in an amount not to exceed $15,000,000. (Note: This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this solicitation, there were no subcontracting opportunities therefore, no subcontracting goals were established).

The current solicitation will be canceled, and a new solicitation will be issued that allows for a variable term and an updated annualized cost to the city.

For additional information, please contact me at Adrienne.Sturrup@austintexas.gov or 512-972-5010.

cc: Spencer Cronk, City Manager
Stephanie Hayden-Howard, Assistant City Manager