



Department of Administrative Services
City of Frisco, Texas

Memorandum

To: Honorable Mayor Maso and City Council Members

Thru: George Purefoy, City Manager
Nell Lange, Assistant City Manager
Tom Johnston, Director of Administrative Services

From: Daniel Ford, Purchasing Manager

Date: October 24, 2016

Subject: Consider and Act Upon Award of Bid #1609-127 Parks & Recreation Marketing and Print Materials to Sir Speedy, Texoma Print, Simon Printing and AC Printing

Action Requested: City Council award of bid #1609-127 Parks & Recreation Marketing and Print Materials to Sir Speedy, Texoma Print, Simon Printing and AC Printing in the estimated annual amount of \$54,425.

Background Information: Purchasing solicited bid #1609-127 Parks & Recreation Marketing and Print Materials and received bids on October 5, 2016 from Edwards Printing, Sir Speedy, Texoma Print, Simon Printing, True Works, AC Printing, Liberty Press and Marfield. This bid includes various print items and marketing materials used by the Parks and Recreation Department, such as the Frisco Fun Guide, Senior Center newsletter, FAC light board inserts and brochures. Staff is recommending award of individual or grouped items as listed below:

Sir Speedy-Items 1-10, 15, 18-51, 54-56, 58-63 in the estimated annual amount of \$16,588

Texoma Print-Items 12-14, 16, 17, 52,53, 57, 64 in the estimated annual amount of \$3,171

Simon Printing-Items 65-67 in the estimated annual amount of \$30,576

AC Printing-Items 11, 68, 69 in the estimated annual amount of \$4,090

The total annual estimate to be awarded under this agreement is \$54,425. This is a one year agreement, with four optional one year renewals.

Board/ Citizen Input: N/A

Alternatives: City Council could choose not to award this bid at this time.

Financial Considerations: Funding is available through the Parks & Recreation FY 2017 operating budget.

Legal Review: N/A

Supporting Documents: Department memo and bid tabulation.