



City of Hollywood

Hollywood City Hall
2600 Hollywood Blvd
Hollywood, FL 33020
<http://www.hollywoodfl.org>

Legislation Text

File #: R-2017-068, **Version:** 1

A Resolution Of The City Commission Of The City Of Hollywood, Florida, Authorizing The Appropriate City Officials To Renew The Attached Blanket Purchase Order Between Cathedral Corporation And The City Of Hollywood For Utility Bill Printing And Mailing Services For An Estimated Annual Expenditure Of \$265,000.00.

Staff Recommends: Approval of the Attached Resolution.

Explanation:

The Department of Public Utilities requires a qualified firm to provide billing services such as the monthly printing of approximately 40,000 utility bills, folding, envelope stuffing and mailing of customer statements along with other desired inserts.

Hernando County approved the award of Bid Number 13-T060/TKB for billing services to the lowest responsive, responsible vendor, Advanced Xerographics Imaging Systems, Inc., d/b/a Axis Inc. for a two (2) year period with renewal options for three (3) additional one (1) year periods.

Hernando County approved the first one (1) year renewal option in January of 2015.

Cathedral Corporation acquired Advanced Xerographics Imaging Systems, Inc., d/b/a Axis, Inc. and assumed all rights, title and interest in contracts and agreements between Axis, Inc. in July of 2015.

Hernando County approved the second one (1) year renewal option in December of 2015.

Hernando County approved the third and final one (1) year renewal option on February 8, 2017.

On October 1, 2014, the City Commission of Hollywood passed and adopted Resolution Number R-2014-287 which authorized the issuance of blanket purchase order number B002642, in accordance with Hernando County Bid Number 13-T060/TKB.

The City of Hollywood, exercised the first renewal period on August 8, 2016 via City Manager Memo Number PR-16-275 which provided an expiration date of March 31, 2017.

Section 38.48 (C) (1) of the Purchasing Ordinance provides that, when a contract entered into by the city pursuant to City Commission approval provides for one or more renewals by affirmative action of the city and the estimated annual cost of a renewal exceeds \$250,000, only the City Commission is authorized to approve such renewals.

The Director of Public Utilities and the Director of Procurement & Contract Compliance recommend that the City Commission approve the renewal of the attached Blanket Purchase Order to Cathedral Corporation for utility bill printing and mailing services for a one (1) year period in an estimated annual amount of \$265,000.00.

Funding for the attached blanket purchase order is included in the fiscal year 2017 budget in the Department of Public Utilities Account Number: 42.4003.00000.536.004201 and funding will be requested in subsequent fiscal years.

Recommended for inclusion on the agenda by:

Dr. Wazir Ishmael, City Manager

Gus Zambrano, Assistant City Manager, Sustainable Development

George R. Keller, Jr., ACM, Finance

Steve Joseph, Director, Public Utilities

Paul Bassar, Director, Procurement and Contract Compliance