



Legislation Details (With Text)

File #: R-2018-085 **Version:** 1 **Name:** 6 Month Extension of Cathedral BPO for Utility Bill & Mailing Services
Type: Resolution **Status:** Passed
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Title: A Resolution Of The City Commission Of The City Of Hollywood, Florida, Authorizing The Appropriate City Officials To Issue The Attached Blanket Purchase Order Extending The Agreement With Cathedral Corporation For An Additional Six Month Period For Utility Bill Printing And Mailing Services For An Estimated Amount Of \$132,500.00.

Sponsors:

Indexes:

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Attachments: 1. 01 Resolution - 6 Month Extension of Cathedral BPO for Utility Bill & Mailing Services.pdf, 2. B002642 Cathedral Corporation Utility Bill Printing and Mailing Services 6 month extension.pdf, 3. Vendor Extension Letter.pdf, 4. Hernando County 6 Month Extension Letter.pdf, 5. Funding Email from Department.pdf, 6. Term Sheet - Cathedral Corporation.pdf, 7. BIS 18-125.pdf

Date	Ver.	Action By	Action	Result
3/21/2018	1	Regular City Commission Meeting	adopt	Pass

A Resolution Of The City Commission Of The City Of Hollywood, Florida, Authorizing The Appropriate City Officials To Issue The Attached Blanket Purchase Order Extending The Agreement With Cathedral Corporation For An Additional Six Month Period For Utility Bill Printing And Mailing Services For An Estimated Amount Of \$132,500.00.

Staff Recommends: The 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 utility bills, folding, envelope stuffing and mailing of customer statements along with other desired inserts.

Hernando County, Florida, issued Bid Number 13-T060/TKB for the required services.

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 year period with renewal options for three additional one year periods.

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 to Axis Inc. for

utility bill printing and mailing services, in accordance with Hernando County Bid Number 13-T060/TKB.

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

On January 29, 2018 Hernando County extended the contract with Cathedral Corporation for a period of six months.

Cathedral Corporation has agreed to extend their contract with the City of Hollywood on a month-to-month basis (up to six months) or until the City establishes a new agreement order for these services.

Section 38.48 (B) of the Purchasing Ordinance states the City Manager or his/her designee is hereby authorized to extend, for operational purposes only and for a maximum of 90 days, any contract entered into by the City pursuant to City Commission approval and any further extensions of such contract require the approval of the City Commission.

Cathedral Corporation is currently providing these services to the City in a satisfactory manner.

The Director of the Department of Public Utilities and the Director of Procurement & Contract Compliance recommend that the City Commission approve the issuance of the attached Blanket Purchase Order extending the agreement for a six month period with Cathedral Corporation for an estimated expenditure of \$132,500.00.

The extension is subject to the City's receipt and approval of all insurance certificates required by the City's Risk Manager.

Funding for the attached Blanket Purchase Order has been provided for in the Fiscal Year 2018 budget in Account Number 42.4003.00000.536.004201.

Recommended for inclusion on the agenda by:

Dr. Wazir A. Ishmael, Ph.D., City Manager

Gus Zambrano, ACM, Sustainable Development

Steve Joseph, Director, Public Utilities

Paul A. Bassar, Director, Procurement & Contract Compliance