



Legislation Details (With Text)

File #: R-2018-264 **Version:** 1 **Name:** BPO to Cathedral for Bill Print & Mailing 2018
Type: Resolution **Status:** Passed
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On agenda: 8/29/2018 **Final action:** 8/29/2018
Title: A Resolution Of The City Commission Of The City Of Hollywood, Florida, Authorizing The Appropriate City Officials To Approve A Blanket Purchase Order With Cathedral Corporation For Bill Print And Mailing Services In An Estimated Annual Amount Of \$263,658.58.

Sponsors:

Indexes:

Code sections:

Attachments: 1. 01 Resolution - BPO to Cathedral for Bill Print & Mailing 2018_FINAL.pdf, 2. 02 B003181 - BPO to Cathedral for Bill Print & Mailing 2018.pdf, 3. 03 Contract - BPO to Cathedral for Bill Print & Mailing 2018.pdf, 4. 04 COI - BPO for Cathedral for Bill Print & Mailing 2018.pdf, 5. 05 Piggyback - BPO for Cathedral for Bill Print & Mailing 2018.pdf, 6. TERMSHEETCATHERALPIGGYBACKUTILITYBILLMAILINGSERV2018.pdf, 7. BIS 18-241.pdf

Date	Ver.	Action By	Action	Result
8/29/2018	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 Approve A Blanket Purchase Order With Cathedral Corporation For Bill Print And Mailing Services In An Estimated Annual Amount Of \$263,658.58.

Staff Recommends: Approval of the attached Resolution

Explanation:

The Department of Public Utilities requires a qualified vendor for billing services including printed stock, printed envelopes, printing, folding, insertion and mailing of customer user statements.

The required bill printing and mailing services were competitively bid by Hernando County, Florida.

The Hernando County's solicitation number 18-T00039/DK was opened on April 18, 2018, and was awarded to the lowest responsive and responsible bidder, Cathedral Corporation for a two year initial term and provides three additional one year renewal periods.

Cathedral Corporation has agreed to extend the same pricing, terms and conditions to the City of Hollywood as provided to Hernando County, Florida.

The Director of Public Utilities and the Director of Procurement & Contract Compliance recommend that the City Commission approve the attached blanket purchase order for bill printing and mailing

services to Cathedral Corporation in an estimated annual amount of \$263,658.58.

Section 38.40 (C)(5) of the Purchasing Ordinance allows the Director to procure, without following formal procedures, all goods and services which are subject of contracts with the state, its political subdivisions, the United States government, other governmental entities, or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, provided that the goods and services are (i) the subject of a price schedule negotiated by the state or the United States government, or (ii) the subject of a contract with another governmental entity or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, which contract is based strictly on competitive bids or competitive proposals and not on any preference.

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

Funding for the purchase has been appropriated and exists in account number 42.4003.00000.536.004201.

Recommended for inclusion on the agenda by:

Dr. Wazir A. Ishmael, City Manager

Gus Zambrano, ACM, Sustainable Development

Cintya Ramos, Director, Finance & Administration

Steve Joseph, Director, Public Utilities

Paul A. Bassar, Director of Procurement & Contract Compliance