

COUNCIL COMMUNICATION

From: The City Manager

Subject: Printing of water bills

Manager's Recommendation:

I recommend acceptance of the only bid received from TBF Graphics to print the water/sewer bills for fiscal year 2008-2009 in the amount of \$73,500 and \$78,000 for fiscal year 2009-2010. Total cost for two (2) years is \$151,500.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this purchase are available in the Sewer Operation and Water Operation Fund. Account Nos. 590-5311-711-8005 and 591-5310-711-8005.

Justification:

Original bids for the printing of water bill were opened on April 29, 2008. TBF Graphics, Inc. was the only bid submitted. TBF Graphics will print and mail roughly 22,000 water/sewer bills a month to the water/sewer customers served by the Saginaw water system. They have been printing and mailing the water/sewer bills for the last five (5) years and has done a superb job.

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.