

COUNCIL COMMUNICATION

From: The City Manager

Subject: TBF Graphics, Inc. – Proposed and Approved Budget Documents

Manager’s Recommendation:

I recommend issuance of a purchase order to TBF Graphics, the only bidder, for the City of Saginaw’s Proposed and Approved Budget Documents for FY 2010, 2011, and 2012, in the amounts of \$4,209.50, \$4,380.00, and \$4,533.60, respectively.

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 are budgeted in the Department of Fiscal Services – Administration Division’s Professional Services Account No. 101-1740-711.80-01.

Justification:

In January 2009, TBF Graphics, Inc., sole bidder, provided a three-year bid to the City for both the proposed and approved budget documents. The issuance of this purchase order will allow the City to print the both the Proposed and Approved Budget documents for three-years, which will be submitted to the Government Finance Officer Association for the Distinguished Budget Award.

Council Action:

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