



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 3/24/2020

ALL

Item Creation Date: 2/6/2020

S29072 - Barcoded Traffic, Non-Traffic, and Parking Citations - MOTION

Agenda Item#: 15.

Background:

Formal Bids Received January 2, 2020 for S05-S29072. Approve various awards, as shown below, in the amount not to exceed \$756,728.80 for barcoded traffic, non-traffic, and parking citations for various departments.

Specific Explanation:

The Chief Procurement Officer recommends that City Council approve various awards, as shown below, in the amount not to exceed **\$756,728.80** for barcoded traffic, non-traffic, and parking citations for various departments. It is further requested that authorization be given to make purchases, as needed, for a **36-month period with two, one-year options**. The traffic, non-traffic, and parking citations will be used by Municipal Courts and the Administration and Regulatory Affairs Department to provide citations for law enforcement representatives to issue traffic, non-traffic, and parking violations citywide.

R.R. Donnelley & Sons, Inc.: Award on its low overall bid for Group I, Item Nos. 1 thru 10 (traffic ticket inserts, traffic citation books, non-traffic information packet books, parking citations, citation envelopes, administrative violation citation books, and handheld citation forms) in the amount not to exceed \$556,628.80.

	<u>Company</u>	<u>Total Amount</u>
1.	R.R. Donnelley & Sons, Inc.	\$ 556,628.80
2.	Phoenix Printing	\$1,160,511.00

- Due to the disparity between the bids, the Strategic Procurement Division (SPD) buyer contacted the potential supplier to discuss the scope of work for this procurement. During the discussion R.R. Donnelley & Sons, Inc.'s representative stated that its bid includes all cost associated with supplying the items requested in the bid specifications. Based on the aforementioned, the SPD and the departments are confident that the recommended company can provide the specified items for the price bid.

AMTEC Sales, Inc. dba Print Media, Inc.: Award on its sole bid for Group I, Item Nos. 11 and 12 (parking printer thermal paper) in the amount not to exceed \$200,100.00.

Hire Houston First:

The proposed award requires compliance with City's 'Hire Houston First' (HHF) ordinance that promotes economic opportunity for Houston business and supports job creation. In this case, **R.R. Donnelley & Sons, Inc.** and **AMTEC Sales, Inc. dba Print Media, Inc.** do not meet the requirements for HHF designation; no HHF firms were within three percent.

M/WBE Participation:

This bid was issued with an 11% goal for M/WBE participation. **R.R. Donnelley & Sons, Inc.** has designated the below-named company as its certified M/WBE subcontractor.

<u>Company</u>	<u>Type of Work</u>	<u>Dollar Amount</u>
Sunrise Delivery, Inc.	Delivery Service	\$61,229.17

AMTEC Sales, Inc. dba Print Media, Inc. submitted a Good Faith Effort to the Office of Business Opportunity which was approved. Therefore, they will not be required to meet the 11% goal.

Fiscal Note:

Funding for this item is included in the FY20 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

DocuSigned by:

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Jerry Adams, Chief Procurement Officer
Finance/Strategic Procurement Division

Department Approval Authority Signature

3/13/2020

Estimated Spending Authority

Department	FY20	Out Years	Total
Municipal Courts	\$ 30,940.64	\$ 293,664.01	\$ 324,604.65
Administration and Regulatory Affairs	\$ 28,808.28	\$ 403,315.87	\$ 432,124.15
Total	\$ 59,748.92	\$ 696,979.88	\$ 756,728.80

Amount of Funding:

\$ 324,604.65 General Fund (1000)
 \$ 432,124.15 Parking Management Operating Fund (8700)
 \$ 756,728.80 Total

Contact Information:

Desiree Heath SPD 832-393-8742
 Lara Cottingham ARA 832-395-8503

ATTACHMENTS:

Description	Type
S29072 - AMTEC, Inc. MWBE Good Faith Effort	Backup Material
S29072 - Bid Tabulation	Backup Material
S29072 - Fair Campaign - RR Donnelley	Backup Material
S29072 - Fair Campaign - AMTEC, Inc.	Backup Material
S29072 - Form B	Backup Material
S29072 Fiscal Form A - ARA	Financial Information
S29072 - Fiscal Form A - MCD	Financial Information
S29072 Tax Report	Backup Material
S29072 - Amtec Affidavit	Backup Material
S29072 - RR Donnelley Affidavit	Backup Material
Funding Verification for Fund 8700	Financial Information