


REQUEST FOR COUNCIL ACTION

SUBJECT: Approve a third amendment to Ordinance No. 2007-0821 (authorizing a contract between the City and Municipal Code Corporation ("Contractor") for codification services pertaining to the publication of the City Code) to increase the maximum contract.		Category	Page 1 of 2	Agenda Item
FROM (Department or other point of origin): Legal Department		Origination Date 09/14/16		Agenda Date
DIRECTOR'S SIGNATURE: Ronald C. Lewis, City Attorney 		Council District affected: All		
For additional information contact: Alice S. Wilson 832.393.6408 Harlan D. Heilman 832.393.6455		Date and identification of prior authorizing Council action: Ords. Nos. 2007-821; 07/11/2007 2009-1296; 12/09/2009 2013-0743; 08/21/2013		

RECOMMENDATION: (Summary)

An Ordinance approving and authorizing a third amendment to Ordinance No. 2007-821 to increase the maximum contract amount in the contract between the City and Municipal Code Corporation for codification services of the City's Code of Ordinances which was approved and authorized by the foregoing ordinance.

Amount and Source of Funding:

Current Maximum Contract Amount: \$ 290,000 – General Fund (1000)

Allocation for FY 17:	\$ 10,000
Allocation for FY 18-FY 20:	\$ <u>90,000</u>
Total Additional Allocations:	\$ 100,000

New Maximum Contract Amount: \$ 390,000

Finance Budget:

SPECIFIC EXPLANATION:

The City Attorney recommends that City Council approve a third amendment to Ordinance No. 2007-0821 to provide for additional funding. Under this contract, the contractor assists the City with the publication of the current City Code, which was adopted in 1985 and contains ordinances that are of a permanent nature and of public interest. The City Code is currently published in two loose leaf volumes that have been kept current with the addition of supplements since its adoption. In addition, the contractor, on behalf of the City, publishes the electronic version of the City Code on the Internet to provide easy access to City residents. The current contract is for a three year term, automatically renews year to year and provides that each party may cancel upon sixty days written notice. The contract is currently in its third automatic renewal year.

Approximately two hundred copies of the two loose leaf volumes have been distributed to various offices of City government for use by employees and to some of the Houston Public Library branches for use by the public. There are also a number of private subscribers, such as law firms and universities, that have purchased sets and pay annual subscription fees for the supplements.

The maximum contract amount is being raised to reflect the costs of updating the City Code with supplements, which is subject to substantial fluctuation because the fees are based on the actual number of pages of ordinance text that must be amended or added, which is a function of the number of ordinances adopted by City Council. Over the last three fiscal years, supplementation costs have averaged approximately \$27,000 per year and we currently have approximately \$18,000 remaining on this contract. Therefore, we anticipate the additional \$100,000 authorized by this ordinance will be enough to fund services through fiscal year 2020.

REQUIRED AUTHORIZATION

Other Authorization:	Other Authorization:	Other Authorization:
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M/WBE Participation:

Zero-Percentage Goal document approved by the Office of Business Opportunity.

Pay or Play Program:

The existing contract was executed prior to the effective date of the City's 'Pay or Play' ordinance ("POP"), thus, it is not subject to the POP requirements.

Hire Houston First:

The existing contract was executed prior to the effective date of the City's 'Hire Houston Fire' ordinance ("HHF"), thus, it is not subject to the HHF requirements.

Fiscal Note:

Funding for this item is included in the FY2017 Adopted Budget. Therefore, no fiscal note is required as stated in the Financial Policy Ordinance No. 2014-1078.