



AGENDA ITEM SUMMARY

District Impacted

- ☐ 1 = Haberstroh
- ☐ 2 = Woolard
- ☐ 3 = Boyd
- ☐ 4 = Cisneros
- ☐ 5 = Bergmann
- ☒ X All

DESCRIPTION	CONSIDER RESOLUTION NO. 2017-R18; A RESOLUTION RESCINDING RESOLUTION NO. 2016-R111 AND CONSIDER AUTHORIZING THE CITY MANAGER TO ENTER INTO AND MANAGE A PURCHASE AGREEMENT WITH RUDKIN PRODUCTIONS FOR 2017 PARKS AND RECREATION GUIDE BOOKS. <i>(Additional cost to cover design work)</i>
STAFF'S RECOMMENDED ACTION (be specific)	Approve Resolution No. 2017-R18; A Resolution Rescinding Resolution No. 2016-R111 And Consider Authorizing The City Manager To Enter Into And Manage A Purchase Agreement With Rudkin Productions For 2017 Parks And Recreation Guide Books. <i>(Additional cost to cover design work)</i>
CONTACT PERSON	Danny Zincke
SUMMARY	<p>Parks and Recreation produces, prints, and distributes an annual guide book highlighting programs, facilities, and community events for the City of Boerne. The book is mailed to all City of Boerne residents each year and copies are available at various locations and events throughout the year.</p> <p>Staff solicited bids for the creation, printing, and distribution of the 2017 Guide Book. Staff received one qualified bid from Rudkin Productions in the amount of \$21,770. This fee also includes the creation of an online interactive version of the book for the website. Staff sells advertising in the book which offsets the cost of production of the books.</p> <p>The agreement was approved by City Council on October 25, 2016 and included a clause which allowed for additional charges of no more than 10% of the original quote, however, when the motion to approve was made it stated "not to exceed \$21,770." The final invoice came in \$172.06 above the approved amount, therefore, we are bringing it back to City Council to approve charges which were for additional graphic design work outside the original scope of work. Staff is requesting the approval of the additional funds to pay the \$172.06. In the future we will modify wording in the resolutions for contracts such as these to allow for small adjustments.</p>
COST	\$172.06 In addition to the original approved amount of \$21,770.
SOURCE OF FUNDS	Budgeted in 2016-2017 Parks Fund
ADDITIONAL	

INFORMATION	
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This summary is not meant to be all inclusive. Supporting documentation is attached.

Form Revised 10/13/15