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|  | <div style="text-align: center;"><b>AGENDA ITEM SUMMARY</b></div> <div style="border: 1px dashed purple; padding: 5px; float: right;"> <b>District Impacted</b><br/> <input type="checkbox"/> 1 = Anzollitto<br/> <input type="checkbox"/> 2 = Woolard<br/> <input type="checkbox"/> 3 = Boyd<br/> <input type="checkbox"/> 4 = Cisneros<br/> <input type="checkbox"/> 5 = Colvin<br/> <input checked="" type="checkbox"/> All </div>  |
| <b>AGENDA DATE</b>  | <i>September 11, 2018</i>  |
| <b>DESCRIPTION</b>  | CONSIDER RESOLUTION NO. 2018-R74; A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AND MANAGE A PURCHASE AGREEMENT WITH PENGUIN SUITS FOR 2019 PARKS AND RECREATION GUIDE BOOKS.  |
| <b>STAFF'S RECOMMENDED ACTION (be specific)</b>                                   | Approve Resolution No. 2018-R74; Authorizing the City Manager to enter into and manage a purchase agreement with Penguin Suits for 2019 Parks and Recreation Guide Books in an amount not to exceed \$26,193.00.   |
| <b>CONTACT PERSON</b>   | Lissette Jimenez   |
| <b>SUMMARY</b>  | <p>Parks and Recreation produces prints and distributes an annual guidebook 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 2019 Guidebook. Staff received four qualified bids: Penguin Suits in the amount of \$25,693.00, Creative Parc in the amount of \$27,628.80, Accent Publishing, Inc. in the amount of \$24,924.00, and Alpha Graphics in the amount of \$26,850.00. This fee also includes the creation of an online interactive version of the book for the website.</p> <p>Staff attempted to contact all four firms for additional information and to set up interviews. Penguin Suits and Creative Parc both responded to this request for more information. Based on the interviews and bids received staff recommends the bid be awarded to Penguin Suits in the amount of \$25,693.00 plus a contingency of \$500.00 for a total of \$26,193.00.</p> <p>Staff sells advertising in the book which helps offset the cost of the books production.</p> |
| <b>COST</b>   | \$26,193.00  |
| <b>SOURCE OF FUNDS</b>  | Budgeted in 2018-2019 Parks Fund   |
| <b>ADDITIONAL INFORMATION</b>   |  |

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