



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Bid Award for Printed Envelopes, 1995 Requirements (\$14,290.88)

MEETING DATE: March 15, 1995

PREPARED BY: Finance Director

RECOMMENDED ACTION: That the City Council adopt the attached resolution awarding the bid to produce and deliver printed envelopes, as required, during the balance of calendar year 1995, to the low bidder, American Mail-Well of Sacramento, in the amount of \$14,290.88.

BACKGROUND INFORMATION: On December 21, 1994, the City Council approved specifications and authorized advertisement for bids for envelopes listed on attached Schedule A. The following bids were received, and opened on March 6, 1995.

American Mail-Well, Sacramento	\$14,290.88
Walker Business Forms, Stockton	\$17,524.78
Vanier Graphics, Stockton	\$17,809.78
Ace Litho, Stockton	\$18,434.95
Data Documents, Inc., Pleasanton	\$19,446.13

FUNDING: Each department budgets annually for printing requirements, and funding for the purchase of envelopes is included in those budgeted amounts.


H. D. Flynn, Finance Director

Prepared by Joel Harris, Purchasing Officer

APPROVED: _____



THOMAS A. PETERSON
City Manager



recycled paper

SPECIFICATIONS

City of Lodi

Printed Envelopes

PART I: Estimated 1995 Requirements

<u>Envelope Description</u>	<u>Est. 1995 Req.</u>
#6¼ Window, Bus. Lic.	5,000
#9 Window, Accts Payable,	10,000
#9 Regular, Utility Payment	300,000
#9 Regular, Delinq. Utility Payment	25,000
#10 Regular, Letterhead	30,000
#10 Regular, Police Dept.	5,000
#10 Regular, Parks/Rec.	10,000
#10 Window, Utility Bill	300,000
#10 Window, Delinq. Utility Bill	25,000
#10 Window, City Letterhead	5,000
#10 Window, Police Dept.	5,000

RESOLUTION NO. 95-32

A RESOLUTION OF THE LODI CITY COUNCIL
AWARDING THE BID FOR PURCHASE PRINTED ENVELOPES
1995 REQUIREMENTS

WHEREAS, in answer to notice duly published in accordance with law and the order of this City Council, sealed bids were received and publicly opened on March 6, 1995 at 11:00 a.m. for the bid for Purchase of Printed Envelopes, described in the specifications therefore approved by the City Council on December 21, 1994; and

WHEREAS, said bids have been compared, checked, and tabulated and a report thereof filed with the City Manager as follows:

<u>BIDDER</u>	<u>BID AMOUNT</u>
American Mail-Well, Sacramento	\$14,290.88
Walker Business Forms, Stockton	\$17,524.78
Vanier Graphics, Stockton	\$17,809.78
Ace Litho, Stockton	\$18,434.95
Data Documents, Inc., Pleasanton	\$19,446.13

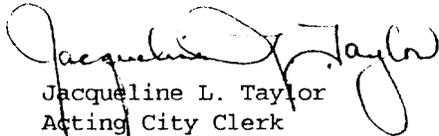
WHEREAS, the City Manager recommends that award of the bid for the Purchase of Printed Envelopes, 1995 Requirements be made to the lowest bidder, American Mail-Well of Sacramento, CA; and

NOW, THEREFORE, BE IT RESOLVED by the Lodi City Council that award of bid for the Purchase of Printed Envelopes, 1995 Requirements, be and the same is hereby awarded to American Mail-Well of Sacramento, CA, the lowest bidder, in the amount of \$14,290.88.

Dated: March 15, 1995

I hereby certify that Resolution No. 95-32 was passed and adopted by the City Council of the City of Lodi in a regular meeting held March 15, 1995, by the following vote:

- Ayes: Council Members - Davenport, Pennino, Sieglock, Warner and Mann (Mayor)
- Noes: Council Members - None
- Absent: Council Members - None


Jacqueline L. Taylor
Acting City Clerk