



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Bid Award for Printed Envelopes,
1994 Requirements (\$8,022.37)

MEETING DATE: April 6, 1994

PREPARED BY: Finance Director

RECOMMENDED ACTION: That the City Council award the bid to produce and deliver printed envelopes, as required, during the balance of calendar year 1994, to the low bidder for the 1994 estimated requirements, Vanier Business Forms of Stockton. Vanier's bid for the estimated requirements was \$8,022.37.

BACKGROUND INFORMATION: On March 2, 1994, the City Council approved specifications and authorized advertisement for bids. Bid forms were sent to eight suppliers; five responded. Bids were opened on March 22, 1994.

The following is a summary of the results of the bid:

Vanier Business Forms, Stockton	\$ 8,022.37
Walker Business Forms, Stockton	\$10,446.15
Safeguard/Jerre Murphy & Associates, Lodi	\$11,932.13
Abrahamson Printing, Inc., Lodi	\$12,159.96
Data Documents, Inc., Pleasanton	\$14,910.98
Duncan Press, Lodi	No Response
Lodi Printing, Lodi	No Response
Tokay Printing, Lodi	No Response

FUNDING: Each department budgets annually for printing requirements, and funding for the purchase of envelopes is included in those budgeted amounts. It is estimated that this annual bid will save a total of about \$2,200 for the departments who use these envelopes.


H. D. Flynn, Finance Director

Prepared by Joel Harris, Purchasing Officer

APPROVED



THOMAS A. PETERSON
City Manager



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RESOLUTION NO. 94-28

A RESOLUTION OF THE LODI CITY COUNCIL
AWARDING THE BID TO PRODUCE AND DELIVER PRINTED ENVELOPES

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 22, 1994 at 11:00 a.m. to produce and deliver printed envelopes, as required, during the balance of calendar year 1994, as described in the specifications therefore approved by the City Council on March 2, 1994; and

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

Vanier Business Forms, Stockton	\$ 8,022.37
Walker Business Forms, Stockton	\$10,446.15
Safeguard/Jerre Murphy & Associates, Lodi	\$11,932.13
Abrahamson Printing, Inc., Lodi	\$12,159.96
Data Documents, Inc., Pleasanton	\$14,910.98
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Lodi Printing, Lodi	No Response
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WHEREAS, the City Manager recommends that award of the contract for producing and delivering printed envelopes be made to the low bidder, Vanier Business Forms of Stockton, California; and

NOW, THEREFORE, BE IT RESOLVED by the Lodi City Council that award of contract for producing and delivering printed envelopes be and the same is hereby awarded to Vanier Business Forms of Stockton, the low bidder, in the amount of \$8,022.37.

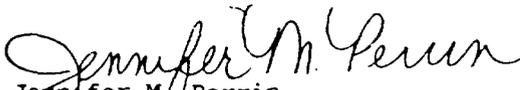
Dated: April 6, 1994

I hereby certify that Resolution No. 94-28 was passed and adopted by the City Council of the City of Lodi in a regular meeting held April 6, 1994 by the following vote:

Ayes: Council Members - Davenport, Mann, Pennino, Snider
and Sieglock (Mayor)

Noes: Council Members - None

Absent: Council Members - None


Jennifer M. Perrin
City Clerk