



# City of San Antonio

## Contract Summary Sheet

Date: 6/16/16  
Agenda Item: 16-3122

<b>Name/Title (Caption as shown on agenda):</b> Annual Contract for Printing of Library Borrower Cards 6100007272 VF	
<b>Brief Description of Item(s) and Use:</b> This contract will provide the San Antonio Public Library (SAPL) system with the printing of colored plastic borrower cards for library patrons utilizing library resources at the Central Library and branch libraries located throughout the City. Library resources available for patron use include digital and print volumes, journals, and multimedia materials.	
<b>Total \$:</b>	\$73,000.00 annually
<b>Contract Period:</b>	Upon award through September 30, 2018 with two, one year renewal options
<b>Method of Procurement:</b>	Competitive (2 bids received)
<b>Price Trend:</b>	12.5% increase in labor costs
<b>Contract Info:</b>	Formal ____ Annual <u>X</u> Support/Maintenance ____ Lease ____
<b>Recommended Contractor(s):</b>	ID Card Inc., dba PSI Plastic Graphics, 16149 Westwoods, Ellisville, MO 63021 (NON-LOCAL)
<b>Previous Contractor(s):</b>	ID Card Inc., DBA PSI Plastic Graphics, 16149 Westwoods, Ellisville, MO 63021
<b>Comments:</b>	<b>NAS:</b> Tele-Pak Inc. was non-responsive. Bidder submitted pricing for 1 of 2 items and in different increments than what was requested.
<b>Anticipated Future Requirements and Action:</b>	N/A
<b>Procurement Alternative:</b>	Should this contract not be approved, the San Antonio Public Library will not have a mechanism in place to allow library patrons to borrow library resources.
<b>Using Department (s):</b>	Library