



# City of San Antonio

## Contract Summary Sheet

Date: 8/30/2018  
Agenda Item: 18-4537

<b>Name/Title (Caption as shown on agenda):</b> Annual Contract for Forms Printing - San Antonio Public Library 6100010191 MH	
<b>Brief Description of Item(s) and Use:</b> This contract will provide the San Antonio Public Library (SAPL) with a vendor to print and deliver various black and white and color library forms for the San Antonio Public Library Department. The forms include a Library Card Application, Library Locator Map, User Guide Brochure and Welcome Brochure.	
<b>Total \$:</b>	\$40,000.00 annually; \$200,000.00 total contract value
<b>Contract Period:</b>	Upon award through June 30, 2021 with two, one year renewal options
<b>Method of Procurement:</b>	Competitive (2 bids received)
<b>Price Trend:</b>	13% increase
<b>Contract Info:</b>	Formal ____ Annual <u>X</u> Support/Maintenance ____ Lease ____
<b>Recommended Contractor(s):</b>	Clear Visions, 121 Interpark Blvd., Ste. 801, San Antonio, TX 78216 (LOCAL)
<b>Previous Contractor(s):</b>	Rush American, 10912 Wye St., San Antonio, TX 78217
<b>Comments:</b>	N/A
<b>Anticipated Future Requirements and Action:</b>	N/A
<b>Procurement Alternative:</b>	Should the contract not be awarded, the Library would have to begin the solicitation process anew. If forms are not available then the effective processing of new library card applicants would be difficult.
<b>Using Department (s):</b>	San Antonio Public Library