



City of San Antonio

Contract Summary Sheet

Date: 4/11/2019
Agenda Item: 19-2531

Name/Title (Caption as shown on agenda): Annual Contract for Supplemental Printing Services 6100010882 HH	
Brief Description of Item(s) and Use: This contract will provide various City Departments with supplemental printing services, including categories such as letterheads, notepads, envelopes, forms/flyers/self-mailers, NCR forms, brochures, folders, and door hangers. This contract will be managed by the City's Finance Department, Print and Mail Operations Division, to support print and mail services for various City Departments.	
Total \$:	\$456,000.00 annually
Contract Period:	Upon award through March 30, 2022 with a one-year renewal option
Method of Procurement:	Competitive (5 bids received)
Price Trend:	N/A - additional services included in this contract compared to prior contract
Contract Info:	Formal ____ Annual <u>X</u> Support/Maintenance ____ Lease ____
Recommended Contractor(s):	<p>Cellisco dba Accu-Print, 3503 Crosspoint, San Antonio, TX 78217. Items: Category A (Local)</p> <p>Lopez Printing, Inc., 427 Lombrano, San Antonio, TX 78207. Items: Category B (Local)</p> <p>Rush American Printing, Inc., 10912 Wye St., San Antonio, TX 78217. Items: Category K (Local)</p> <p>Smith Print, 333 Burnet St., San Antonio, TX 78202. Items: Categories D, E, F, G, H, and I (Local)</p>
Previous Contractor(s):	<p>Rush American Printing, Inc. 10912 Wye St., San Antonio, TX 78217</p> <p>TL Abbott Investments, LLC, 2714 West Ave., San Antonio, TX 78201</p> <p>Smith Print II, 333 Burnet St., San Antonio, TX 78202</p>
Comments:	NAS: 1st Source Digital – failed to satisfy subcontracting requirements and deemed non-responsive
Anticipated Future Requirements and Action:	N/A
Procurement Alternative:	Should this contract not be approved, City Departments would be required to purchase items on an as needed basis which may result in higher prices and delays in printing services.
Using Department (s):	City Wide