



# City of San Antonio

## Contract Summary Sheet

Date: 5/30/2019  
Agenda Item: 19-3815

<b>Name/Title (Caption as shown on agenda):</b> Annual Contract for Solid Waste Management Department Services Guides 6100011184 JF	
<b>Brief Description of Item(s) and Use:</b> This contract will provide the purchase of Solid Waste Services Guide Packages on as needed basis for the City of San Antonio Solid Waste Management Department (SWMD). The services guides will be utilized in assisting San Antonio residents to know what specific items can or cannot be accepted according to the City's recycling, organics and garbage programs.	
<b>Total \$:</b>	\$65,000.00 annually
<b>Contract Period:</b>	Upon award through December 31, 2020 with two, one year renewal options
<b>Method of Procurement:</b>	Competitive (8 bids received)
<b>Price Trend:</b>	N/A – New Contract
<b>Contract Info:</b>	Formal ____ Annual <u>X</u> Support/Maintenance ____ Lease ____
<b>Recommended Contractor(s):</b>	Litho Press, Inc., 4334 Milling Road, San Antonio, TX 78219 (Local)
<b>Previous Contractor(s):</b>	N/A
<b>Comments:</b>	The recommended award is based upon application of Prompt Payment Discount.
<b>Anticipated Future Requirements and Action:</b>	N/A
<b>Procurement Alternative:</b>	Should this contract not be approved, the department will be required to purchase services guides on an as needed basis, wherein increased costs due to non-contract buying could be realized.
<b>Using Department (s):</b>	Solid Waste Management