

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: January 22, 2014

Board Item: II-A-5

Authorization of Additional Funds for Printing Services Contract # 13767A

Action by Consent

Action

Information

Denver Water entered into Contract No. 13767A with Lange Graphics, Inc. on January 2, 2012, for a four-year contract term to provide printing services for a variety of collateral materials, including *WaterNews*, *PipeLine*, brochures, and wall calendars, as well as the direct mail of information on water quality, summer watering and rates. In late 2013, Lange Graphics was purchased by OneTouchPoint/NSO, necessitating a Contractor name change. OneTouchPoint/NSO will honor all terms of the original contract.

Additionally, the original total contract amount was estimated at \$210,000 per year. Denver Water is on track to stay well within that limit; however, the total contract amount was miscalculated based on a three-year contract term, not the actual four-year contract term. The current contract has just under \$210,000 in remaining funds. The additional funds requested will cover 2015 printing services, providing sufficient funds for the entire contract term, ending Dec. 31, 2015.

Denver Water's Communications and Marketing section is using other local printers for "spot" print jobs that are not a part of this contract with the goal of testing their ability and quality to pre-qualify for the next bid opportunity.

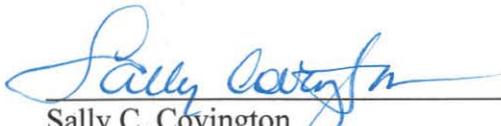
Printing services are included in the Public Affairs budget for 2014 and 2015 under MPC codes 4EA0102 and 4JA0100.

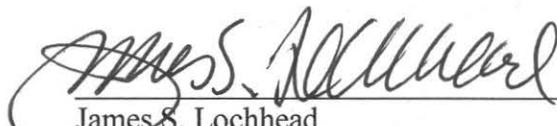
Recommendation:

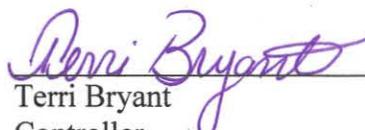
It is recommended that the Board approve additional funds in the amount of \$210,000.00 for Contract No. 136767A OneTouchPoint/NSO. for a total contract amount not to exceed \$840,000.00.

Approvals:

Respectfully submitted,


Sally C. Covington
Director of Public Affairs


James S. Lochhead
CEO/Manager


Terri Bryant
Controller