

RESOLUTION APPROVING A CONTRACT WITH BUSINESS INK, CO. IN THE ESTIMATED AMOUNT OF \$1,711,851 FOR CITY SERVICES STATEMENT PRINTING AND MAILING SERVICES

WHEREAS, contract with Cash Cycle Solutions (subsequently sold to Business Ink, Co.) for bill printing, mailing preparation, and postage is ending and a Request for Proposals (RFP) was issued to secure a new contract;

WHEREAS, proposals were received from four (4) vendors whose qualifications were reviewed by an evaluation team based upon the following factors: (1) their ability to provide computer support and processing capability; (2) in-house printing of supreme-quality bills; (3) timely and confidential processing of bills; (4) in-house postal equipment and software to adequately process a high quantity of bills; (5) quality assurance of jobs from production to mailing; (6) sufficient disaster recovery methods and planning; (7) previous experience in handling municipal and utility billing of similar volumes to the City of Greensboro, and (8) the processing cost per bill;

WHEREAS, Business Ink, Co. submitted the highest rated proposal for a three-year period in the estimated amount of \$1,711,851.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREENSBORO:

That a three-year contract with Business Ink, Co. for bill printing, mailing preparation, and postage is hereby authorized. The Mayor and/or City Manager and the City Clerk are hereby authorized to execute on behalf of the City of Greensboro a proper contract to carry the proposal into effect, payment to be made in the estimated amount of \$1,711,851 from the Water Resources Operating Fund account 501-7012-02. For FY 17-18, \$93,024 is budgeted for bill printing and processing, and \$477,360 is budgeted for postage. Funding for FY 18-19 will be \$570,617, and funding for FY 19-20 will be \$570,850, provided that sufficient appropriations are approved by City Council in succeeding fiscal years.