



Legislation Text

File #: 17-514, **Version:** 1

TO: Mayor and Commissioners
FROM: Laura Thezine, Acting Finance Director
THROUGH: Neal de Jesus, Interim City Manager
DATE: June 20, 2017

APPROVAL OF AN AGREEMENT WITH MUNICIPAL CODE CORPORATION IN A NOT TO EXCEED ANNUAL AMOUNT OF \$137,000 UTILIZING THE CITY OF ORMOND BEACH CONTRACT, RESOLUTION 2014-148

Recommended Action:

Motion to Approve an Agreement with Municipal Code Corporation Inc. in an annual not-to-exceed amount \$137,000 for utility bill printing and mailing process services utilizing the City of Ormond Beach Contract/Resolution 2014-148.

Background:

On September 22, 2014, the City of Ormond Beach issued a contract with Municipal Code Corporation Inc. (MCC) for utility bill printing and mailing process services Contract/Resolution No. 2014-148. The Ormond Beach contract is valid from September 22, 2014 through September 21, 2019.

MCC is the City's current supplier and the firm has provided services satisfactorily. Utilizing the City of Ormond Beach contract would result in lower rates for the City. The fee under the current contract is \$0.105 and includes all paper supplies, invoices and envelopes. Utilizing the Ormond Beach contract the cost would be reduced to \$0.09. The current contract fee for late notices, final bills, and cancellation notices is \$0.13 each but will decrease to \$0.09 each under the City of Ormond Beach contract. The current postage price would remain the same. The City's agreement with MCC will be effective through September 21, 2019.

This motion is in accordance with City Code of Ordinances.

City Attorney Review:

Approved as to form and legal sufficiency.

Finance Department Review:

Finance recommends approval.

Funding Source:

Funding is available from account number 441-5112-536.34-90 (Water/Sewer Fund: Other Contractual Services) and 441-5112-536.42-10 (Water/Sewer Fund: Postage) in the FY 17/18

budget.