

Printing Contract Renewals

May 27, 2021





Background

- 2019: Staff issued RFQ to solicit bids from qualified vendors for printing services.
- Goal for staff to have a menu of vendors to choose from for various services needed for printing.
- All divisions/bureaus in Water have access to use the printing contracts for their needs.



Chosen Consultants

- iColor
 - Stationery and branded Water Department items
- Sepko Industries
 - Larger printing jobs such as banners and signage for events
- Speed Pro
 - Marketing materials such as flyers, postcards and reports
- Alliance Printing Associates
 - Direct mail pieces and bulk printing jobs



Second, One-Year Renewals

- The contracts, as originally approved, allows for two (2) one-year renewals in total.
- These are the second renewals with no more renewals left in the contracts, not to exceed 36 months each contract.
- Printing services on a task-order basis.
- Costs are included in the Water Fund FY 21 Budget and will be included in the FY 22 Budget.



Contract Performance

- The contracts are on a job order basis at the same annual rates
- Printing services expenditures last year = \$33,000 (reduced event/community activity)
- Printing service budget this year = \$55,000
- Last year in RFQ; vendors remain in good standing and may resubmit as part of any future RFQ process





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