



Legislation Text

File #: 22-1331, **Version:** 1

Recommendation to authorize City Manager, or designee, to execute all documents necessary to amend Contract No. 36297 with Anaya Enterprises, Inc., of Roswell, NM, for providing apparel with embroidery and screen-print, to increase the annual contract amount by \$70,000, for a revised annual contract amount not to exceed \$270,000. (Citywide)

City Council approval is requested to amend Contract No. 36297 with Anaya Enterprises, Inc., to increase the annual contract amount by \$70,000, for a revised annual contract amount of \$270,000, to continue the purchase of apparel with embroidery and screen-print.

On June 21, 2022, the City Council awarded a contract to Anaya Enterprises, Inc., as part of adoption of ITB LB21-099 for apparel with embroidery and screen-print for a period of two years, with the option to renew for three additional one-year periods. The proposed amendment will provide the needed annual contract authority for departments to purchase apparel with embroidery and screen-print services from Anaya Enterprises, Inc.

This matter was reviewed by Deputy City Attorney Erin Weesner-McKinley on October 25, 2022, Purchasing Agent Michelle Wilson on October 19, 2022, and by Budget Operations and Development Officer Rhutu Amin Gharib on October 21, 2022.

City Council action to amend Contract No. 36297 is requested on November 15, 2022, to ensure there is no interruption to services.

The requested amendment will increase the annual contract authority with Anaya Enterprises, Inc., by \$70,000 for a revised total annual amount not to exceed \$270,000. The contract will be used citywide and is budgeted in various fund groups and departments. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

Approve recommendation.

KEVIN RIPER
DIRECTOR OF FINANCIAL MANAGEMENT

APPROVED:

THOMAS B. MODICA
CITY MANAGER