



**PURCHASING ITEM  
FOR  
COUNCIL AGENDA**

1. Agenda Item Number:

20

2. Council Meeting Date:  
June 11, 2015

TO: MAYOR & COUNCIL

3. Date Prepared: April 3, 2015

THROUGH: CITY MANAGER

4. Requesting Department:  
Communications & Public Affairs

5. SUBJECT: Amendment No. 4 to Agreement No. CP1-966-2986 for Overflow Photo Copying and Printing Services.

6. RECOMMENDATION: Staff recommends City Council approve Amendment No. 4 to Agreement No. CP1-966-2986, with JC Printing, for Overflow Photo Copying and Printing Services, in an amount not to exceed \$95,000 for the term of July 1, 2015 through June 30, 2016.

7. BACKGROUND/DISCUSSION: A contract is established for overflow printing services to ensure that printing and copying will be provided in a timely manner to meet schedules requested by City staff. Overflow printing is defined as any printing or bindery work that is beyond the capabilities, volume and/or turnaround time frame that the Print, Mail and Graphics Division can handle. Services include printing of business cards, letterhead, envelopes, door hangers, flyers, postcards, pamphlets, booklets, brochures, high-speed duplicating and binding and other services normally provided by a full service printing company. The printing and folding of the City Scope and printing of the Phone Directory and Six Month Calendar are also included.

8. EVALUATION PROCESS: In June 2011, an agreement was approved with JC Printing for Overflow Photo Copying and Printing Services for a one year period with the option of four one year extensions. JC Printing has agreed to extend for one additional year at the same terms, conditions and pricing.

Staff recommends extension of this agreement for the new term of July 1, 2015 through June 30, 2016. This is the fourth and final extension of the contract.

9. FINANCIAL IMPLICATIONS: Funds for Overflow Photo Copying and Printing Services will be from various departments printing accounts.

10. PROPOSED MOTION: Move City Council approve Amendment No. 4 to Agreement No. CP1-966-2986, with JC Printing, for Overflow Photo Copying and Printing Services in an amount not to exceed \$95,000 for the term of July 1, 2015 through June 30, 2016.

Attachments: Amendment No. 4

**APPROVALS**

11. Requesting Department

Jennifer Honea, Publications Services Supervisor

13. Department Head

Matt Burdick, Communications & Public Affairs Director

12. Procurement Officer

Juan Martinez

14. Acting City Manager

Marsha Reed

**AMENDMENT NUMBER FOUR  
TO AGREEMENT BETWEEN THE CITY OF CHANDLER  
AND  
JC PRINTING  
FOR OVERFLOW PHOTO COPYING AND PRINTING SERVICES  
AGREEMENT NO. CP1-966-2986**

This Amendment Number Four to that certain Agreement Between the City of Chandler (CITY) and JC Printing (CONTRACTOR) for Overflow Photo Copying and Printing Services dated June 3, 2011, and is entered into this \_\_\_\_ day of \_\_\_\_\_, 2015.

WHEREAS, a one year AGREEMENT with four (4) additional one year renewal options was awarded to JC Printing for Overflow Photo Copying and Printing Services. The agreement was extended for one year on June 15, 2012, June 14, 2013 and again June 19, 2014. This is the fourth and final renewal option.

NOW THEREFORE, the parties agree as follows:

1. Section 6, Term of the AGREEMENT is hereby amended to extend the AGREEMENT for a one-year period, July 1, 2015 through June 30, 2016.
2. All other terms and conditions of the above referenced Agreement shall remain unchanged and in full force and effect. All terms and conditions in the original Agreement, Amendment One, Amendment Two and Amendment Three not specifically amended herein shall be incorporated by reference in its entirety and shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names this \_\_\_\_ day of \_\_\_\_\_, 2015.

CITY OF CHANDLER:

By: \_\_\_\_\_  
Mayor

CONTRACTOR:

By: *Shomoo Reed*  
Title: PRESIDENT

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney *CH*

ATTEST: (If corporation)

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Secretary

WITNESS: (If individual or Partnership)

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