



City of Waukesha
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Committee: Parks, Recreation & Forestry Board	Date: 2/20/2023
Common Council Item Number: ID# 23-6162	Date: 3/7/2023
Submitted By: Ron Grall, WPRF Director and Mona Bauer, CASM	City Administrator Approval: Kevin Lahner, City Administrator Click here to enter text.
Finance Department Review: Joe Ciurro, Finance Director Click here to enter text.	City Attorney's Office Review: Brian Running, City Attorney BR.
Subject: Activity Guide Bid Extension for printing	

Details:
Printing of the Activity Guide for 2023, by utilizing the extension clause in the 2022 Request for Proposals. The guide is printed three times per year for the Summer (32,000), Fall (29,000) and Winter/Spring 2024 (29,000) editions. The specs also include the printing of the JanBoree Brochure.

Options & Alternatives:
Put the guide out for another public bid. Seems interested parties are limited in bidding.

Financial Remarks:
The total bid is for \$48,730. \$41,000 is in 5310.53130 and \$3522 is in 5920.53130 for a total of \$44,522. The bid is short \$4,208. The proposal is to balance the overage by utilizing the 5990.53940 for \$3980 sponsorship account and the \$228 from 5920.52190 Other Professional Services account for a total of \$4208.

Executive Recommendation:
Parks, Recreation and Forestry Board is recommending for Common Council to approve.