

Legislation Text

File #: 15-21509, Version: 1

CATS Printing Services

Action:

- A. Approve contracts with the following companies for printing of transit schedules, brochures, and other marketing materials for an initial term of two years:**
- **Flash Printing, Inc. dba Metrographics Printing,**
 - **Goffstar Inc., dba Lake Printing & Design (SBE), and**
- B. Authorize the City Manager to renew each contract for up to three, one-year terms with possible price adjustments and to amend the contracts consistent with the purpose for which the contracts were approved.**

Staff Resource(s):

Brent Cagle, CATS
Larina Green, CATS

Explanation

- CATS produces transit schedules for all its fixed routes and rapid transit services. Vendors will print approximately 65 unique route schedules and related schedule changes with an estimated annual printing quantity of 500,000 to 750,000.
- CATS produces a variety of marketing materials including, but not limited to brochures, signage, posters, etc. on an "as-needed" basis in conjunction with upcoming schedule changes, community events, marketing campaigns or department initiatives.
- On July 28, 2023, the city issued a Request for Proposal (RFP); eight proposals were received.
- Flash Printing, Inc. and Goffstar, Inc. (SBE) best meets the city's needs based on responsiveness to RFP requirements and their expertise in the industry, pricing strategy and overall value for the city.
- These contracts will provide two vendors to handle the variety of printing projects.
- Price adjustments may be considered based on legitimate and justified increases in the cost of doing business.
- Annual estimated expenditures are \$168,000.

Charlotte Business INclusion

Flash Printing, Inc. dba Metrographics Printing

Contract goals were not established on this Contract as there were no viable subcontracting opportunities.

Goffstar Inc., dba Lake Printing & Design

Goffstar Inc., dba Lake Printing & Design is a city certified SBE.

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Fiscal Note

Funding: CATS Operating Budget