

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Additional Bulk Mailing Services for Various Departments – Georgia Statewide Cooperative Contract
INITIATED BY:	Finance Department

It is requested that Council approve the purchase of Bulk Mailing Services for Various Departments from RR Donnelley & Sons (Atlanta, GA) as an additional source for these services. The purchase will be accomplished by cooperative purchase via Georgia Statewide Contract, SWC 99999-001-SPD0000211-0003.

The vendor will add another source for Departments to utilize for bulk mailings. RR Donnelley & Sons will provide services for bulk mail projects exceeding one-thousand (1,000) pieces. These services will be utilized by various departments on an “as needed” basis.

Georgia Statewide Contract SWC 99999-001-SPD0000211-0003 is a cooperative contract whereby RR Donnelley & Sons is the awarded vendor to provide Offset Printing and Related Services. The term of the contract is good through July 31, 2024, with six (6) one-year renewal options. The contract is available for use by any Georgia Governmental entity. The City’s Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

Funds are budgeted each fiscal year for this ongoing expense: Various Accounts – Postage; 6625.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE OF BULK MAILING SERVICES FOR VARIOUS DEPARTMENTS FROM RR DONNELLEY & SONS (ATLANTA, GA) AS AN ADDITIONAL SOURCE FOR THESE SERVICES. THE PURCHASE WILL BE ACCOMPLISHED BY COOPERATIVE PURCHASE VIA GEORGIA STATEWIDE CONTRACT 99999-001-SPD0000211-0003.

WHEREAS, the vendor will add another source for Departments to utilize for bulk mailings. RR Donnelley & Sons will provide services for bulk mail projects exceeding one-thousand (1,000) pieces. These services will be utilized by various departments on an “as needed” basis; and,

WHEREAS, Georgia Statewide Contract SWC 99999-001-SPD0000211-0003 is a cooperative contract whereby RR Donnelley & Sons is the awarded vendor to provide Offset Printing and Related Services. The term of the contract is good through July 31, 2024, with six (6) one-year renewal options. The contract is available for use by any Georgia Governmental entity. The City’s Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager is hereby authorized to purchase Bulk Mailing Services for Various Departments from RR Donnelley & Sons (Atlanta, GA) as an additional source for these services. The purchases will be made via Georgia Statewide Contract, SWC 99999-001-SPD0000211-0003. Funds are budgeted each fiscal year for this on-going expense: Various Accounts – Postage; 6625.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2024 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____.
- Councilor Barnes voting _____.
- Councilor Begley voting _____.
- Councilor Cogle voting _____.
- Councilor Crabb voting _____.
- Councilor Davis voting _____.
- Councilor Garrett voting _____.
- Councilor Huff voting _____.
- Councilor Thomas voting _____.
- Councilor Tucker voting _____.

Sandra T. Davis, Clerk of Council

B.H. “Skip” Henderson III, Mayor