



**FRUITA**  
COLORADO

## AGENDA ITEM COVER SHEET

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**TO:** Fruita City Council and Mayor

**FROM:** Planning & Development Department

**DATE:** July 19, 2022

**AGENDA TEXT:** HISTORIC PRESERVATION BOARD – Notice of Award to Merge 2 Media to Print 5,000 Copies of the Fruita Walking Tour Brochure.

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### BACKGROUND

The purpose of this agenda is to provide notice of an award to Merge 2 Media, to print off 5,000 copies of the Fruita Walking Tour Brochure. Earlier this year, the Historic Preservation Board (HPB) created goals for this and future years, and one of the goals that was identified, was to update and reprint the Walking Tour Brochure of Fruita due to its popularity with locals and visitors to the area. As part of this goal, a member of the HPB solicited quotes from different vendors to determine the cost to print 5,000 or 10,000 brochures. As required by the City of Fruita's purchasing policies, three quotes were received for the printing of the brochures. Once the quotes were received, the HPB reached out to the Fruita Tourism Advisory Council (FTAC) for funding for the project (as the HPB does not have sufficient funding). The HPB presented the proposal and quotes to the FTAC at their April 28, 2022, public meeting in which the FTAC agreed to fund the project up to \$1,000 with funds out of the Marketing and Promotion fund.

For the purpose of public disclosure, Staff and the HPB wanted to communicate with the Council that the HPB has selected Merge 2 Media to complete the printing of the Walking Tour Brochures because Merge 2 Media is the apparent low bidder. Merge 2 Media is a company owned by Mayor Kincaid. City Council does not need to approve the award of this bid. State law and the City Charter do not prohibit such an award. Per Chapter 2.70.020 of the Fruita Municipal Code, however, public disclosure of this award is required. Mayor Kincaid is not allowed to participate in this discussion.

The relevant section for this award is Section C of the Fruita Municipal Code, which reads:

C. Incompatible employment. No official shall engage in private employment with, or render services for, any private person who has business transactions with any public body unless he shall first make full public disclosure of the nature and extent of such employment or services.

A summary of the three quotes that were received for the printing of the brochures is provided here.

Quotes received:

<b>Business</b>	<b>Cost to print 5,000 Brochures</b>
Precision Printing	\$1,071.47
Patton's Printing	\$1,218.51
Merge 2 Media	\$812.87

#### **OPTIONS AVAILABLE TO THE COUNCIL**

No action is needed on this matter.

#### **RECOMMENDATION**

No action is needed on this matter.