

ACTION ON MONTHLY FINANCE MATTERS; AUTHORIZATION TO MAKE PURCHASES REPORT ON EMERGENCY PURCHASES DUE TO COVID-19 AND CHANGE ORDERS IN EXCESS OF \$25,000 AND CUMULATIVE PURCHASES IN EXCESS OF \$50,000; ACCEPTANCE OF THE REPORT ON REVENUES AND EXPENSES; MONTHLY EXPENDITURE CONTROL REPORT; REPORT ON SCHOOL FUND TRANSFERS; REPORT ON CONTRACTS UNDER \$50,000 AND CUMULATIVE TOTAL REPORT; REPORT ON MONTHLY GRANT AWARDS; ACCEPTANCE OF DONATIONS.

**RFB 5784 Authorization to Extend a Blanket Agreement with American Lithography and Publishing, Inc., for Printing and Mailing of Four Seasonal Recreation Guides**

The Administration is requesting authorization to extend the blanket agreement with American Lithography and Publishing, Inc., ("American Lithography") to provide printing and mailing of the MPS Department of Recreation and Community Services four seasonal recreation guides.

Contractor was chosen pursuant to RFB 5784 which closed on December 3, 2019. American Lithography was the lowest-complying bidder. The original agreement provided for two one-year options to extend if certain performance metrics were met. American Lithography met the performance metrics codified in the bid; therefore, MPS is exercising the first option year for the blanket agreement.

This agreement extension will run from February 1, 2021 through January 31, 2022. The total cost of the blanket agreement in this extension year will not exceed \$225,440.

**Budget Code:**

CSV-0-0-PRC-RC-EADV.....(Community Recreation–Official Advertising).....\$225,440

**American Lithography and Publishing, Inc.**

**PRIME CONTRACTOR INFORMATION**

Certified HUB Vendor? .....NO  
Total # of Employees .....18  
Total # of Minorities .....4  
Total # of Women .....2

**HUB PARTICIPATION**

Required ..... N/A  
Proposed ..... N/A  
\$ Value ..... N/A

**STUDENT ENGAGEMENT (hours per 12-month contract)**

Paid Student Employment: ..... 300  
Student Career Awareness Commitment: ...10