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CITY OF SACRAMENTO

DEPARTMENT OF GENERAL SERVICES

RECEIVED
CITY CLERKS OFFICE
CITY OF SACRAMENTO
AUG 20 8 42 AM '86

OFFICE OF THE DIRECTOR

FACILITY MAINTENANCE DIVISION
FLEET MANAGEMENT DIVISION
RISK MANAGEMENT & INS. DIVISION
SUPPORT SERVICES DIVISION

August 21, 1986
SS:Admin:FM:DK:bb

CITY MANAGER'S OFFICE
RECEIVED
AUG 27 1986

City Council
Sacramento, California

Honorable Members In Session:

APPROVED
BY THE CITY COUNCIL

SUBJECT: Sole Source Purchase

SEP 2 1986

SUMMARY

OFFICE OF THE
CITY CLERK

Staff is requesting the suspension of formal bidding and that a contract award be made to Josten's, Inc. in the amount of \$11,250 for procurement of 25 year service award pins.

BACKGROUND INFORMATION

The City has had a long practice of honoring employees who have accrued 25 years of service. At this time, 95 City employees will have attained this status in 1985-86. On December 12, 1986, those employees will be honored by the Mayor, City Council and City Manager with service pins. These pins take 14 to 16 weeks to receive. Therefore, due to the manufacturing time involved, we are requesting a sole source vendor selection. Two additional informal vendor inquiries were made, but they did not compare with Josten's, Inc. in price and quality.

FINANCIAL DATA

The funds for the pins are available in the budget for the Mayor/Council Office.

August 21, 1988
SS:Admin:RM:DK:db

City Council
Deputy Mayor
Members in Office
City Council

SUMMARY

Staff is requesting the suspension of certain members of the City Council for a period of 30 days for a violation of the City Charter. The suspension is requested for the following reasons:

BACKGROUND INFORMATION

The City Council has a long history of honoring employees who have served the City for many years. At this time, the City Council has a number of employees who have served the City for many years. These employees will be honored by the City Council and City Manager with a special award. These awards are to be presented to the employees who have served the City for many years. The awards are to be presented to the employees who have served the City for many years. The awards are to be presented to the employees who have served the City for many years.

FINANCIAL DATA

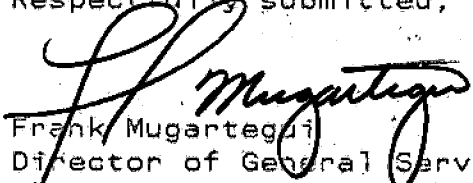
The funds for the awards are available in the budget for the City Council.

City Council
Sole Source Purchase
September 2, 1986
Page 2

RECOMMENDATION

It is therefore recommended that, in the best interest of the City, the Council adopt the attached Resolution Suspending Formal Competitive Bidding and Awarding a Contract to Josten's, Inc. for the 95 pins and an additional 155 pins (in order to take advantage of a substantial price break) at a total cost of \$11,250. The additional pins will be used in subsequent years.

Respectfully submitted,


Frank Mugartegui
Director of General Services

RECOMMENDATION APPROVED:



Walter J. Slupe
City Manager

September 2, 1986
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RESOLUTION NO. 86-680

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

September 2, 1986

APPROVED
BY THE CITY COUNCIL

SEP 2 1986

OFFICE OF THE
CITY CLERK

RESOLUTION SUSPENDING FORMAL COMPETITIVE BIDDING
FOR THE PURCHASE OF 25-YEAR SERVICE AWARD PINS
FOR THE MAYOR/COUNCIL OFFICE AND AUTHORIZING
THE CITY MANAGER TO EXECUTE THE NECESSARY CONTRACT

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO, TWO-THIRDS (2/3) OF ALL MEMBERS VOTING IN FAVOR THEREOF:

That pursuant to Section 57.401(c) of the Sacramento City Code, it has been determined that, in the best interests of the City, the City Council suspend formal competitive bidding for the purchase of 250 25-Year Service Award Pins and authorize the City Manager to execute the necessary contract with Josten's, 3630 Los Alamos Way, Sacramento, CA 95864, in the total amount of \$11,250.00.

MAYOR

ATTEST:

CITY CLERK



CITY OF SACRAMENTO

SUPPORT SERVICES DIVISION
5730 - 24th Street, BLDG. 4
Sacramento, CA 95822
Telephone 449-5551

**PURCHASE ORDER NO.
MUST BE SHOWN ON ALL
DELIVERY PAPERS, INVOICES,
AND CORRESPONDENCE**

PURCHASE ORDER

PURCHASE ORDER NUMBER

8701002988

**INVOICES MUST BE
FORWARDED IN
TRIPPLICATE TO:**

**CITY OF SACRAMENTO
ACCOUNTS PAYABLE
RM. 114, 915 I ST.
SACRAMENTO, CA 95814**

THIS PURCHASE ORDER AUTHORIZES DELIVERY OF THE ARTICLES OR SERVICES LISTED BELOW AND, IF A PROPOSAL OR QUOTATION NUMBER IS SHOWN, IS SUBJECT TO THE TERMS AND CONDITIONS OF SAID PROPOSAL OR QUOTATION WITH ANY SUPPORTING DOCUMENTS. **ITEMIZED DELIVERY TAG** SHOWING ORDER NUMBER MUST ACCOMPANY EACH DELIVERY.

PAGE

OF 01

DATE

10 08 86

**TO: JOSTEN'S, INC.
3630 LOS ALAMOS WAY
SACRAMENTO, CA 95864**

**SHIP TO: MAYOR/CITY COUNCIL OFFICE
CITY HALL
915 I STREET, ROOM 205
SACRAMENTO, CA 95814**

**CONTACT: DON SPARE
CONFIRMING OF PHONE ORDER**

DELIVERY DATE: 12 05 86

F.O.B. or DELIVERED

SPECIAL INSTRUCTIONS: PAYMENT TERMS: NET 30

LINE NO.	FUND	AGENCY	ORG	SUB-ORG	ACTIVITY	OBJECT	JOB	REPT-CAT	TOTAL
01	101	010	0100		GGOV	4452			11,250.00
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03									
04									
05									
06									

LINE NO.	COMMODITY CODE	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	TOTAL PRICE
001	62099	5/8" - 10K GOLD SERVICE AWARD PIN	250	EA	45.000	11,250.00

**DEVIATION FROM PRICES STATED HEREIN IS NOT PERMITTED WITHOUT A SIGNED CORRECTED PURCHASE ORDER
NOTE: TERMS AND CONDITIONS ON REVERSE APPLY TO THIS ORDER.**

PAGE TOTAL

11,250.00

AUTHORIZED PURCHASING AGENT

REFER QUESTIONS TO:

PURCHASE ORDER TOTAL

SIGNATURE
Linda Holloway

DENNIS KERHULAS

11,250.00

**VENDOR
JOI5075000A**