



CITY OF SACRAMENTO

DEPARTMENT OF GENERAL SERVICES

6

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

OFFICE OF THE DIRECTOR

June 21, 1985
SS:Admin:FM:RA:bb

CITY MANAGER'S OFFICE
RECEIVED
JUN 26 1985

City Council
Sacramento, California

APPROVED
BY THE CITY COUNCIL

Honorable Members in Session:

JUN 21 1985

SUBJECT: Recommendation of Award

OFFICE OF THE
CITY CLERK

SUMMARY

Attached are tabulations of sealed proposals received by the City Clerk for furnishing materials and services in accordance with specifications adopted by the City Council.

RECOMMENDATION

It is recommended that the City Council accept the lowest responsive and responsible proposals submitted as follows:

<u>Bid No.</u>	<u>Bidder</u>	<u>Items Awarded</u>	<u>Contract Amount</u>
824 - Various quantities and types of Cut Stock Paper (Attachment #1)	Zellerbach Paper Co. 1100 Richards Blvd. Sacramento, CA 95814 (P. O. #60068)	All	\$52,316.38
821 - Electric and Manual Typewriter Maintenance Services (Attachment #2)	Foothill Office Equipment 5801 Manzanita Ave. Carmichael, CA 95608 (P. O. #60069)	All	\$12,853.00
826 - Official Advertising (Attachment #3)	The Sacramento Union 301 Capitol Mall Sacramento, CA 95814 (P. O. #60070)	1	\$ 5,000.00

City Council

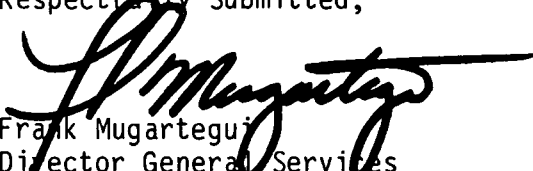
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July 2, 1985

<u>Bid No.</u>	<u>Bidder</u>	<u>Items Awarded</u>	<u>Contract Amount</u>
826 - Official Advertising for Various City Departments (Attachment #3)	Sacramento Legal Press, Inc. 1115 H Street Sacramento, CA 95814 (P. O. #60071)	2	\$15,000.00

Sufficient funds are available to award the contracts.

Respectfully Submitted,



Frank Mugartegui
Director General Services

Recommendation Approved:



Walter J. Slipes, City Manager

3 Attachments

July 2, 1985
All Districts

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ATTACHMENT #1

BID NO. 824 - CUT STOCK PAPER

<u>Bidder</u>	<u>Amount of Bid</u>
*Zellerbach Paper Co.	\$52,316.38

*Eight major companies were solicited for bids. Only Zellerbach Paper Company submitted a responsive and acceptable bid.

Total Award of Contract To: Zellerbach Paper Company
1100 Richards Blvd.
Sacramento, CA 95814

Total Amount of Contract: \$52,316.38

Original Estimated Cost: \$50,000.00

User: Support Services/Central Stores

Due Date: June 18, 1985

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ATTACHMENT #2

BID NO. 821 - ELECTRIC AND MANUAL TYPEWRITER MAINTENANCE SERVICES

<u>Bidder</u>	<u>Amount of Bid</u>
Foothill Office Equipment	<u>\$12,853.00</u>
Carroll's Typewriter Exchange	\$19,687.50
Allied Business Machines	No Bid
Reming Office Products	No Bid
Western Office Equipment	No Bid
IBM Corporation	No Bid
David's Office Equipment Co., Inc.	No Bid

Total Award of Contract To: Foothill Office Equipment
5801 Manzanita Avenue
Carmichael, CA 95608

Total Amount of Contract: \$12,853.00

Original Estimated Cost: \$30,000.00

User: Various Departments

Due Date: June 18, 1985

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ATTACHMENT #3

BID NO. 826 - OFFICIAL ADVERTISING, AS REQUIRED, DURING
THE PERIOD JULY 1, 1985 THROUGH JUNE 30, 1985*

<u>Bidder</u>	<u>Item #1</u> 350 Column Inches (more or less) - Daily Edition Sunday through Saturday (Price Per Column Inch)	<u>Item #2</u> 3,125 Column Inches (more or less) - Daily Edition Monday through Friday (Price Per Column Inch)	<u>Prompt Payment Discount</u>	<u>Estimated Contract Amount</u>
The Sacramento Union	<u>\$12.38</u>	\$12.38	-0-	<u>\$ 5,000.00</u>
Sacramento Legal Press Inc. dba The Daily Recorder	No Bid	<u>\$ 4.10</u>	-0-	<u>\$15,000.00</u>
The Sacramento Bee	\$17.50	\$17.50	-0-	
**Suttertown News	\$ 4.50	\$ 4.25	5%	

**Does not meet specifications. Vendor's edition is weekly in lieu of daily.

Total Award of Each Contract: Sacramento Union - \$5,000.00

Sacramento Legal Press Inc. - \$15,000.00

Total Award of All Contracts: \$20,000.00

Estimated Cost: \$20,000.00

User: Various City Departments/Divisions

Due Date: June 18, 1985

Item #1 Awarded To: The Sacramento Union
301 Capitol Mall
Sacramento, CA 95814

Item #2 Awarded To: Sacramento Legal Press Inc.
1115 H Street
Sacramento, CA 95814

* With option to extend for an additional year at the same terms and conditions

July 5, 1985

Zellerbach Paper Co.
1100 Richards Blvd.
Sacramento, CA 95814

Dear Gentlemen:

On July 2, 1985, the Sacramento City Council accepted your bid in the amount of \$52,316.38 for Bid No. 824 - Various quantities and types of cut stock paper, all items. (PO60068)

The City Support Services Administrator will contact you concerning the necessary contract.

Sincerely,

Janice Beaman
Deputy City Clerk

JB/dbp/6A

cc: Support Services Division

July 5, 1985

Foothill Office Equipment
5801 Manzanita Avenue
Carmichael, CA 95608

Dear Gentlemen:

On July 2, 1985, the Sacramento City Council accepted your bid in the amount of \$12,853.00 for Bid No. 821 - Electrical and manual typewriter maintenance services, all items. (P060069)

The City Support Services Administrator will contact you concerning the necessary contract.

Sincerely,

Janice Beaman
Deputy City Clerk

JB/dbp/6B

cc: Support Services Division

July 5, 1985

The Sacramento Union
301 Capitol Mall
Sacramento, CA 95814

Dear Gentlemen:

On July 2, 1985, the Sacramento City Council accepted your bid in the amount of \$5,000.00 for Bid No. 826 - Official advertising for various City departments, Item 1. (P060070)

The City Support Services Administrator will contact you concerning the necessary contract.

Sincerely,

Janice Beaman
Deputy City Clerk

JB/dbp/6C

cc: Support Services Division

July 5, 1985

Sacramento Legal Press, Inc.
1115 H Street
Sacramento, CA 95814

Dear Gentlemen:

On July 2, 1985, the Sacramento City Council accepted your bid in the amount of \$15,000.00 for Bid No. 826 - Official advertising for various City departments, Item 2. (PO60071)

The City Support Services Administrator will contact you concerning the necessary contract.

Sincerely,

Janice Beaman
Deputy City Clerk

JB/dbp/6D

cc: Support Services Division

July 8, 1985

Carroll's Typewriter Exchange, Inc.
223 Vernon Street
Roseville, CA 95678

Gentlemen:

On July 2, 1985, the Sacramento City Council accepted the bid of Foothill Office Equipment in the amount of \$12,853.00 for Bid No. 821 - Electric and Manual Typewriter Maintenance Services.

It is the policy of the City to hold the bid security of the three lowest bidders until a finalized contract has been received by this office.

Upon receipt of the finalized contract your bid security will be returned.

Sincerely,

Lorraine Magana
City Clerk

Janice Beaman
Deputy City Clerk

JB/dah/6

August 14, 1985

Carroll's Typewriter Exchange, Inc.
223 Vernon Street
Roseville, CA 95678

Gentlemen:

We are in receipt of the finalized contract for Bid No. 821 - Electric and Manual Typewriter Maintenance Services, which was approved by the Sacramento City Council on July 2, 1985.

Returned herewith is your Personal Check in the amount of \$1,968.75 which was submitted for the above bid.

Sincerely,

Lorraine Magana
City Clerk

Janice Beaman
Deputy City Clerk

JB/dah/6

Enclosure: Citizen's Bank Check No. 224 Drawn on Personal Account

August 14, 1985

Foothill Office Equipment
5801 Manzanita Avenue
Carmichael, CA 95608

Gentlemen:

We are in receipt of the finalized contract for Bid No. 821 - Electric and Manual Typewriter Maintenance Services, which was approved by the Sacramento City Council on July 2, 1985.

Returned herewith is your Cashier's Check in the amount of \$1,285.30 which was submitted for the above bid.

Sincerely,

Lorraine Magana
City Clerk

Janice Beaman
Deputy City Clerk

JB/dah/6

Enclosure: River City Bank Cashier's Check No. 129839

July 8, 1985

The Sacramento Bee
P. O. Box 15779
Sacramento, CA 95852

Gentlemen:

This is to inform you that you were not the successful bidder for Bid No. 826 - Official Advertising for Various City Departments. The said bid having been awarded by the City Council at the regular meeting of July 2, 1985, and split in the following manner:

Sacramento Union, Item 1, in the amount of \$5,000.00.

Sacramento Legal Press, Inc., Item 2, in the amount of \$15,000.00.

No bid security was required on the above bid.

Sincerely,

Lorraine Magana
City Clerk

Janice Beaman
Deputy City Clerk

JB/dah/6

July 8, 1985

Suttertown News
2791 24th Street
Sacramento, CA 95818

Gentlemen:

This is to inform you that you were not the successful bidder for Bid No. 826 - Official Advertising for Various City Departments. The said bid having been awarded by the City Council at the regular meeting of July 2, 1985, and split in the following manner:

Sacramento Union, Item 1, in the amount of \$5,000.00.

Sacramento Legal Press, Inc., Item 2, in the amount of \$15,000.00.

No bid security was required on the above bid.

Sincerely,

Lorraine Magana
City Clerk

Janice Beaman
Deputy City Clerk

JB/dah/6

July 8, 1985

Sacramento Union
301 Capitol Mall
Sacramento, CA 95814

Gentlemen:

This is to inform you that you were a partially unsuccessful bidder for Bid No. 826 - Official Advertising for Various City Departments. The said bid having been awarded by the City Council at the regular meeting of July 2, 1985, and split in the following manner:

Sacramento Union, Item 1, in the amount of \$5,000.00.

Sacramento Legal Press, Inc., Item 2, in the amount of \$15,000.00.

No bid security was required on the above bid.

Sincerely,

Lorraine Magana
City Clerk

Janice Beaman
Deputy City Clerk

JB/dah/6

July 8, 1985

Sacramento Legal Press, Inc.
1115 H Street
Sacramento, CA 95814

Gentlemen:

This is to inform you that you were a partially unsuccessful bidder for Bid No. 826 - Official Advertising for Various City Departments. The said bid having been awarded by the City Council at the regular meeting of July 2, 1985, and split in the following manner:

Sacramento Union, Item 1, in the amount of \$5,000.00.

Sacramento Legal Press, Inc., Item 2, in the amount of \$15,000.00.

No bid security was required on the above bid.

Sincerely,

Lorraine Magana
City Clerk

Janice Beaman
Deputy City Clerk

JB/dah/6