

PUBLIC WORKS AND UTILITIES COMMITTEE

09-0115R

RESOLUTION AUTHORIZING CITY OFFICIALS TO CONTRACT WITH TWIN PORT MAILING FOR POSTAGE AND DAILY MAILING SERVICES DURING YEAR 2009 FOR AN ESTIMATED AMOUNT OF \$205,200.

CITY PROPOSAL:

RESOLVED, that city officials are hereby authorized to contract with Twin Port Mailing for postage and daily mailing services for the public works and utilities department in accordance with specifications and the vendor's quote, for a total estimated amount of \$205,200, terms net 30, payable from various funds, agencies, organizations and objects.

Approved:

Approved for presentation to council:

\_\_\_\_\_  
Department Director  
Purchasing Agent \_\_\_\_

\_\_\_\_\_  
Chief Administrative Officer

Approved as to form:

Approved:

\_\_\_\_\_  
Attorney

\_\_\_\_\_  
Auditor

PWU/PRCH DS:le 2/10/2009

STATEMENT OF PURPOSE: This resolution authorizes a city contract with Twin Port Mailing for postage and daily mailing services as needed during year 2009, for an estimated \$205,200, payable from various funds.

Twin Port Mailing handles the mailing of the city's utility water and gas mailings. In 2008, they mailed approximately 30,000 bills per month. Twin Port Mailing is the only known local vendor with an advanced, high-speed automated system to handle citywide bulk mailings on a regular basis.

Twin Port Mailing is located in Duluth, Minnesota.

Requisition 09-0032