



**Request for City Council Committee Action  
From the Departments of City Clerks and Procurement**

**Date:** February 19, 2009  
**To:** Honorable Paul Ostrow, Chair Ways & Means Committee  
**Subject:** Approval of Official Publication No. 7088 Bids for Publication

**Prepared by:** Gary Warnberg *Asst*  
 Director Purchasing

*David M. Johnson*  
 \_\_\_\_\_

**Approved by:** Steve Ristuben City Clerk

*Steve Ristuben*  
 \_\_\_\_\_

**Presenters in Committee**

**Recommendation:**

Acceptance of the bid of Finance and Commerce, Inc for and estimated annual amount of \$50,000.00 to furnish Publication of ordinances and proceedings for the City of Minneapolis through December 31, 2010, as follows.

Standard Materials - those materials required by State Statute and/or City Charter

- |   |         |
|---|---------|
| 1. 1 <sup>st</sup> Insertion per column inch rate in 8 point type at least 9 picas wide (approx. eight lines per column inch) | \$ 6.22 |
| 2. Type per additional insertions - rate per column inch  | 4.19    |
| 3. Extra tabular matter-rate per column inch  | 1.66    |

Material of Greater Length - Election results or other lengthy material to be set in smaller type

- |  |      |
|--|------|
| 4. 1 <sup>st</sup> Insertion per column inch rate in 7 point type at least 9 picas wide (approx. nine lines per column inch) | 7.06 |
| 5. Type per additional insertions - rate per column inch   | 4.71 |
| 6. Extra tubular matter-rate per column inch   | 1.86 |

Publication Day

- |   |           |
|---|-----------|
| 7. Per newspaper page price for re-makeup of a complete page which must be changed because of the addition or deletion of material, which would constitute author's changes | No Charge |
|---|-----------|

Published Proceedings on the World Wide Web

- |  |          |
|--|----------|
| 8. Per meeting price for posting on the World Wide Web | 63.37    |
| 9. Indicate publication day for Council Proceedings    | Saturday |

Recycled Content

- |  |     |
|--|-----|
| 10. Indicate X% recovered fiber including Y% post consumer fiber | 15% |
|--|-----|

Terms are net 30 days            F.O.B.: Destination

Further recommend proper Officers be authorized and directed to execute a contract for this service, all in accordance with our specifications.

Approved by the Civil Rights Department.

**Financial Impact** (Check those that apply)

No financial impact - or - Action is within current department budget.  
(If checked, go directly to Background/Supporting Information)

Action requires an appropriation increase to the Capital Budget

Action requires an appropriation increase to the Operating Budget

Action provides increased revenue for appropriation increase

Action requires use of contingency or reserves

Other financial impact (Explain):    Action is within Budget

Request provided to the Budget Office when provided to the Committee Coordinator

**Background/Supporting Information:**

Tabulation of one (1) bid received on Official Publication No. 7088 for Publication is attached.

Attachments - Staff Recommendation  
                  Tabulation Sheet

cc:        S. Ristuben  
            J. Burns

RE: O.P. 7088

The City recently bid the publication of official proceedings of the City Council in a daily newspaper. The previous vendor during the period 2005-2008, *Finance and Commerce*, was the sole vendor bidding for the period 2009-2012. The bid was sent to four vendors, *Finance and Commerce*, *Star/Tribune*, *Southwest Journal and Downtown Journal*.

After reviewing the bid, we are recommending that the publication bid for the period 2009-2012 be awarded to *Finance and Commerce* newspaper. *Finance and Commerce* has been a wonderful vendor to work with over the many years they have been our vendor; they have been very accommodating to our needs. We are also recommending *Finance and Commerce* because their bid was reasonable. The 2009-2012 rates for standard materials, materials of greater length and publishing on the worldwide web showed no inflationary increase from the previous four year bid, 2005-2008.

Sincerely,

Steven J. Ristuben  
City Clerk

		"BIDS FOR PUBLICATION" - City Clerks						
	Official Publication #7088 Bids Opened 10 AM, CST January 14, 2009 Minneapolis, MN		<i>Finance &amp; Commerce Div</i>					
A.	Vendor agrees to extend for add'l 2 year term	Y/N	<i>yes</i>					
B.	<b>Standard Material:</b>							
	1. 1st insertion per column inch rate 8 pt. type	\$	<i>6.22</i>					
	2. Type per add'l insertions rate per column inch	\$	<i>4.19</i>					
	3. Extra tabular matter-rate per column inch	\$	<i>1.66</i>					
C.	<b>Material of Greater Length</b>							
	4. 1st insertion per column inch rate in 7 pt type	\$	<i>7.06</i>					
	5. Type per add'l insertions rate per column inch	\$	<i>4.71</i>					
	6. Extra tubular matter-rate per column inch	\$	<i>1.86</i>					
D.	<b>Publication Day</b>							
	7. Per newspaper page price for re-markup	\$	<i>N/C</i>					
E.	<b>Published Proceedings on the World Wide Web</b>							
	8. Per meeting price for posting on Web	\$	<i>63.37</i>					
	9. Indicate Publication Day for Council Proceedings		<i>Saturday</i>					
F.	<b>Recycled Content</b>							
	10. Indicate X% recovered fiber incl. Y% Post Consumer	%	<i>15</i>					
We, the undersigned, hereby certify that the above bids were publicly opened and read aloud:								
			<i>P. O'Brien</i>	<i>Travis Beck</i>				
			FOR THE: FINANCE OFFICER	ASST. DIRECTOR, PURCHASING				