



A RESOLUTION ACCEPTING THE PROPOSAL AND AWARDING A CONTRACT TO INFOSEND, INC. AND AUTHORIZING THE PUBLIC WORKS ENGINEERING AND COMMUNITY DEVELOPMENT DIRECTOR TO ENTER INTO A CONTRACT WITH INFOSEND, INC. FOR UTILITY BILL PRINTING AND MAILING SERVICES

WHEREAS, the most recent contract for providing utility bill printing and mailing services ends October 2020; and

WHEREAS, in preparation for the upcoming FY 2020-2021 migration from Springbrook Utility Billing to Munis Utility Billing, the City conducted a formal, competitive request for proposals (RFP) process on March 16, 2020, and received four responsive proposals; and

WHEREAS, the evaluation committee reviewed and scored each proposal based on the proposer's cost, ease of use, implementation strategy, references, technical requirements, and vendor interviews; and

WHEREAS, upon completion of the evaluation process, the firm InfoSend, Inc. ranked the highest in ease of use and technical requirements, provided the lowest cost, and was determined most suitable for the utility bill printing and mailing services contract; and

WHEREAS, the evaluation committee recommends that the City award and enter into a contract with InfoSend, Inc. for a five-year term, beginning May 2020, with an option to extend the contract up to two additional one-year terms.

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council hereby accepts the proposal and awards a contract to InfoSend, Inc. for five years, with an option to extend the contract two additional one-year terms, for utility bill printing and mailing services; and

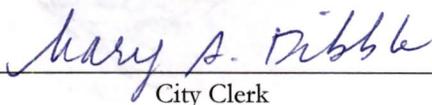
BE IT FURTHER RESOLVED that the Public Works Engineering and Community Development Director is hereby authorized to sign a contract between the City of Albany and InfoSend, Inc. to provide utility bill printing and mailing services.

DATED AND EFFECTIVE THIS 27TH DAY OF MAY 2020.

  
Mayor



ATTEST:

  
City Clerk