

FIRST READING: 9.12.22
SECOND READING: 9.26.22
THIRD READING: 10.10.22

ORDINANCE NO. 55-22
BY: JOHN B. SHEPHERD

AN EMERGENCY ORDINANCE AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY-SERVICE TO EXTEND A CONTRACT FOR ONE (1) YEAR FOR THE PURCHASE OF PRINTING SERVICES FOR THE CITY OF ROCKY RIVER FROM ADMIRAL PRODUCTS, INC., AS FURTHER DESCRIBED IN EXHIBIT "A"

WHEREAS: the Director of Public Safety-Service advertised for bids in June of 2020 for the purchase of printing services for a two (2) year period with the ability to renew on an annual basis, upon agreement of the parties; and

WHEREAS: pursuant to Ordinance No. 61-20 City Council adopted the acceptance of the bid for printing services from Admiral Products, Inc., 4101 W. 150th Street, Cleveland, Ohio 44135-1303, for two (2) years, which bid included an offer for the City to make annual renewals of this contract upon no increases in price as further described in Exhibit "A"; and

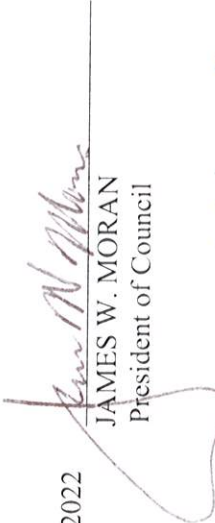
WHEREAS: City Council now determines that it is in the best interest of the City to extend this contract for an additional one (1) year period at the pricing stated in the attached Exhibit "A".

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ROCKY RIVER, COUNTY OF CUYAHOGA, STATE OF OHIO:

SECTION 1. That the Director of Public Safety-Service of the City of Rocky River be authorized to extend the contract for printing services from Admiral Products, Inc., 4101 W. 150th Street, Cleveland, Ohio 44135-1303, for an additional one (1) year period at the pricing stated in the attached Exhibit "A".

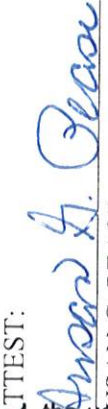
SECTION 2. That funds for the purchase of printing items shall be paid from the appropriated amounts of various departments from the following Funds: General Fund, Law Enforcement Trust, Community Diversion Program, Enforcement & Education, RRCM Probation Services, Senior Center, Marine Patrol, Refuse & Recycling, Sanitary Sewer, Street Construction, M & R Recreation Center, RRCM Computer "A", RRCM Computer "B", WWTP Utility and WWTP Capital.

SECTION 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of public peace, health and safety and for the further reason that said services are needed in the administration of the City, provided it receives the affirmative vote of two-thirds (2/3) of all members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

PASSED: October 10th, 2022

JAMES W. MORAN
President of Council

PRESENTED
TO MAYOR: October 10th, 2022 APPROVED: October 10th, 2022

ATTEST:


SUSAN G. PEASE
Clerk of Council


PAMELA E. BOBST
Mayor

I, the undersigned Clerk of Council of the city of Rocky River, State of Ohio, do hereby certify that publication of the foregoing ordinance was duly made by posting a true copy thereof in the lobby of the Rocky River City Hall, in accordance with the charter of Rocky River, commencing on the 10th day of October, 2022.


Clerk of Council of the City of Rocky River, Ohio

is hereby certified that the amount required for the execution of this Ordinance has been lawfully appropriated or authorized or directed for such purpose and is in the treasury or in the process of collection to the credit of the funds described herein free from any obligation or certification now outstanding.

City of Rocky River } ss
County of Cuyahoga }


MICHAEL THOMAS, CPA
Director of Finance

THE UNDERSIGNED CLERK OF THE COUNCIL OF THE CITY OF ROCKY RIVER, OHIO DOES HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT COPY OF ORDINANCE NO. 55-22 ADOPTED BY THE COUNCIL OF SAID CITY ON THE 10th DAY OF October, 2022 THAT THE PUBLICATION OF SUCH ORDINANCE HAS BEEN MADE AND CERTIFIED OF RECORD ACCORDING TO LAW THAT NO PROCEEDINGS LOOKING TO A REFERENDUM UPON SUCH ORDINANCE HAVE BEEN TAKEN; THAT SUCH ORDINANCE AND THE CERTIFICATE OF PUBLICATION THEREOF, ARE OF RECORD IN ORDINANCE RECORD NO. 55-22

IN WITNESS WHEREOF, I HAVE HEREUNTO SUBSCRIBED MY NAME AND AFFIXED MY OFFICIAL SEAL THIS 10th DAY OF October, 2022


CLERK OF COUNCIL OF THE CITY OF ROCKY RIVER, OHIO

A	B	C	D	E	F	G	H	I	J	K
	# of									
1	City of Rocky River Item	Size	Sides	Pad	Parts	Ink	Stock Description	Quantity	Price	Exhibit "A"
2										
3	1 The Quill	8.5x11	2 no	4	Process		White #60 Offset	1,600 each mailing	\$ 1,696.00	Per issue price:
4	Special Notes:									
5	Monthly publication with time sensitive schedules - deliveries to be prompt									
6	Photographs must be of quality and clarity of sample available for inspection.									
7	Desk Top Publishing involved: Microsoft Publisher or similar software									
8	Short lead time with possible 4 day turn around time									
9	Must produce high resolution, digital proof									
10	8 pages (and two issues per year have 12 pages)									
11	Monthly insert with specifications on a monthly basis (eg. Varying stock, etc.)									
12	Finished pieces folded to 5.5 x 8.5 with insert									
13	Possible bulk mailing requirements									
14										
15										
16	2 Sewer Billing	8.50x11	2 no			Blue/Blk	White 20# paper - Perforated	7,000 each mailing	\$ 1,485.00	Per issue price:
17	Quarterly									
18	Background 1 over 1									
19	Print, fold and insert in #10 window envelope (include envelope in cost with postage imprint)									
20	Inkjet / Presort and delivery to Post Office (all costs to be included in price)									
21	Use City-supplied data base - CMI bill data file									
22	FIVE (5) day turn around from receipt of data base to delivery to post office									
23										
24										
25	3 Brochures/Books	11x17	2 no	9			4-2 Cover: White 60#	1,500	each printing	Per issue price:
26							Coated Cover 4c - Text 50#	3 printings/year		
27							White Offset			
28							Gloss Text or comparable	28 PAGE BOOK AND COVER:	\$ 2,175.00	
29	Special Notes:									
30	Collate, Fold, Stapled & Face Trim									
31	Recreation Department to provide camera ready copy electronically									
32	Printer to provide CD for City's website copy									
33	Copy produced in MS Publisher and/or MS Word									
34	City will provide 1 hard copy of brochure showing color separations & screens									
35	Necessary to prepare bulk mailing to all Rocky River residences (see instructions above)									
36	Dated material requires 5-10 day turn around									
37	28 pages and cover (see charge for additional pages)									
38	Delivery to City of Rocky River Recreation Center									
39	Book bound									
40	Front cover printer one color; back cover blank on colored card stock									
41	Deliver 5-7 days from artwork delivery									
42		4 25 x 2.75	1		5 blk		Colored stock	500	\$ 290.00	
43	4 Coupon Books (Rec.)									
44							3 of 4 sheets perforated			
45							Front & back cover higher stock			
46										
47										

A	B	C	D	E	F	G	H	I	J	K
1	City of Rocky River Item	Size	Sides	Pad	Parts	Ink	Stock Description	Quantity	Price	Exhibit "A"
# of	LETTERHEAD, BUSINESS CARDS & ENVELOPES									
49	5 Business Cards	2X3.5	1	no		1	blue	White 65# Cover	500	\$ 32.00
50								1 main format - different versions w/ approximately 500 per order		
51								Courts have different formats with multiple versions possible		
52										
53	6 Court Appearance	2X3.5	1	no		1	blk	White 65# Cover	1,500	\$ 90.00
54	Business Cards									
55										
56	7 Court Appointment	2X3.5	1	no		1	blk	White 65# Cover	2,000	\$ 120.00
57	Business Cards							2 versions		
58										
59	ENVELOPES, MISC									
60	Special Note: All MAILING envelopes have return address printed only (no art)									
61	8 City Envelope	#10 regular	1	no		1	blue	White 24# Wove	35,000	\$ 1,225.00
62										
63	9 City Envelope	#10 window	1	no		1	blue	White 24# Wove	25,000	\$ 950.00
64		Blue Security Tint								
65										
66	10 City Envelope	#9 window	1	no		1	blue	White 24# Wove	25,000	\$ 937.50
67		Blue Security Tint								
68										
69	11 Judge Envelope	#10 regular	1	no		1	blk	White 24# Wove	500	\$ 97.00
70										
71	12 Muni Court Envelope	#10 regular	1	no		1	blk	White 24# Wove	10,000	\$ 455.00
72										
73	13 Muni Court Envelope	#10 window	1	no		1	blk	White 24# Wove	10,000	\$ 490.00
74										
75	14 Probation Dept.	#10 regular	1	no		1	blk	White 24# Wove	2,000	\$ 140.00
76	Envelope									
77										
78	15 Assignment Comm.	#10 regular	1	no		1	blk	White 24# Wove	2,500	\$ 175.00
79	Envelope									
80										
81	16 CRA Envelope	4.5x10.375	1	no		1	blk/red	Canary 38#	2,000	\$ 1,280.00
82	Special Notes:	No Gum						Envelope acts as Court file		
83										
84	Criminal Branch	4.25x 10	2	no		1	blk	Fraser Brights Gold 65#	2,000	\$ 278.00
85	CRA Card							Cover		
86										
87	17 CRB Envelope	4.5x10.375	1	no		1	blk/red	Gray 28#	4,000	\$ 2,268.00
88	Special Notes:	No Gum						Envelope		
89								Acts as Court File		
90										
91	18 TRC Envelope	5x10.375x1	1	no		1	blk	Green 28# Expansion	2,500	\$ 4,000.00
92	Special Notes:	No Gum						Envelope w/ Safety Fold		
93		5" Flaps						Acts as Court File		
94		3 Scores								
95										

A	B	C	D	E	F	G	H	I	J	K
1	City of Rocky River Item	Size	# of Sides	Pad	Parts	Ink	Stock Description	Quantity	Price	Exhibit "A"
96	19 Criminal Branch	4.25x10	2	no	1	blk/red	Green 100# Index	2,000	\$ 278.00	
97	TRC Card									
98										
99	20 Civil / Aid of Execution	10 x 12	1	no	1	blk	White 28# Custom envelope	5,000	\$ 1,125.00	
100	Envelope						Sealed sides/acts as court file			
101										
102	21 TRD Envelope	4.5x10.375	1	no	1	blk	Buff 28# Court	30,000	\$ 6,750.00	
103	Special Notes:	No Gum, 5" flaps, 3 Scores					Envelope acts as Court file			
104										
105	22 Violation Remit	#9 Remit	1	no	1	blk	Blue 24# Wove, Single Tab	30,000	\$ 4,050.00	
106	Envelope	envelope					Long tail w/ perforation off			
107							bottom			
108										

A	B	C	D	E	F	G	H	I	J	K
1	City of Rocky River Item	Size	# of Sides	Pad	Parts	Ink	Stock Description	Quantity	Price	Exhibit "A"
109	LETTERHEAD, MISC. PADS, CARDS									
110										
111	City Letterhead	8.5x11	1	no	1	blk / blue	24#, 25%	25,000	\$ 1,250.00	
112	23	Minimum recycled content					White Cotton Bond			
113	Special Notes	Laser stock & inks								
114		cello 500 ea. Ordered in 500 count increments								
115										
116	Truck Scale Ticket	4.25x7	1	no	3	blk	White / Pink / Yellow	2,500	\$ 325.00	
117	24 WWTP						Carbonless all parts 24#			
118										
119	Complaint Form	5.5 x 8.5	1	no	2	blk	White / Yellow	2,500	\$ 285.00	
120							Carbonless all parts 24#			
121										
122	City Service Notice	5.5 x 8.5	1	no	1	blue	Card stock	1,000	\$ 100.00	
123										
124	Street Repair Form	5.5 x 8.5	1	yes	2	blk	White / Canary	500	\$ 108.00	
125							Carbonless all parts 24#			
126										
127	Garbage Notification	5.5 x 8.5	1	yes	2	blk	White #24 pg. 1 Carbonless	1,000	\$ 468.00	
128							Hot Pink Card Stock 100# pg. 2			
129							Peel & stick on back of pg. 2			
130							at top of page			
131										
132	Fire Dept. Patient Form	5.5 x 8.5	1	yes	2	blk	White / Yellow	2,500	\$ 285.00	
133							Carbonless all parts 24#			
134										
135	Intent to Build Sign	11x13-7/8	1	no	1	blk	White Cld Matte Cover 100#	1,000	\$ 225.00	
136										
137	31	Refuse Pick-Up Schedule	6 x 9	2	no	1	4	White 60#	10,500	\$ 7,875.00
138							prepare & bulk mail			
139							Coated 4c - Text			
140										
141	Recycle Cards	6 x 9	2	no	1	4	White 60#	10,500	\$ 7,875.00	
142							prepare & bulk mail			
143							Coated 4c - Text			
144							Carrier route sorted / include all mailing, postage costs in price(10,500 @ \$.35=\$3,675.00)			
145	Birthday Post Card	4.25 x 5.5	2	no	1	4 color	67# Vellum Bristol	2,500	\$ 375.00	
146	33 (Senior Center)						Sent as a postcard			
147										
148	Learner's Pass (Rec)	2.25 x 2	1	no	1	blk	Colored card stock	3,000	\$ 114.00	
149										
150	35	Skate Sharpening Tickets	5.5 x 2.75	1	no	1	blk	Colored card stock	500	\$ 144.00
151							Perforated			
152							Hole punched at top			
153										
154	36	Court Journal Entry Pad	8.5 x 11	1	yes	4	blk	White / Canary / Pink/Gold	3,000	\$ 951.00
155							Carbonless			
156							All parts 24#			

A	B	C	D	E	F	G	H	I	J	K
1	City of Rocky River Item	Size	# of Sides	Pad	Parts	Ink	Stock Description	Quantity	Price	Exhibit "A"
157	Business Reply Card	4 x 5.5	2	no	1	blk	Yellow 67# Vellum Bristol	1,000	\$ 110.00	
158	2 versions: Garnishments & Request for Hearing						One price for both versions			
159	Field Sobriety Test	3.25 x 5.25	2	no	25	blk	Text: White 20# Bond	30	\$ 100.00	
161							Cover: Gray 67# Vellum Bristol			
162	38						"Vermilion" red see sample for			
163	Police Impound Sticker	4.25 x 5.5	1	no	1	blk	Paper type and color	2,000	\$ 240.00	
164	39						Gold sticker on roll	1,000	\$ 200.00	
166	Police Junior Officer Sticker	3.0625 x 2.375	1	no	1	blk	Bright orange sticker			
167	Approved Sticker	4 x 2	1	no	1	blk	Square cut back slit - see	500	\$ 140.00	
168	Building Department						Sample for paper & color			
169	41						4 color process with lamination	200	\$ 180.00	
170	42						Pressure sensitive 54# semi			
171							gloss/permanent all temperature			
172							acrylic			
173										
174										
175										
176	PLEASE NOTE: LETTERHEAD & ENVELOPES WILL BE ORDERED IN LARGE QUANTITIES									
177	AND WILL HAVE TO BE STORED AT YOUR FACILITY AND DELIVERED AS REQUESTED									
178	VENDOR REQUIRED TO SUPPLY WEEKLY INVENTORY REPORTS OF THE CITY OF ROCKY RIVER									
179	STATIONERY HOUSED AT VENDORS FACILITY									
180	PROOFS OF ALL ITEMS MUST BE SUBMITTED BY EMAIL FOR APPROVAL PRIOR TO PRINTING									
181										
182										
183										
184	TOTAL ITEMS 1 - 42 FOR BID PAGE									
185	TOTAL FOR BID \$ 51,811.50									

A	B	C	D	E	F	G	H	I	J	K
	# of									
1	City of Rocky River Item	Size	Sides	Pad	Parts	Ink	Stock Description	Quantity	Price	Exhibit "A"
186	DO NOT INCLUDE THESE WITH YOUR BID TOTAL.									
187	THE CITY WOULD LIKE YOU TO LIST YOUR PRICING FOR THE FOLLOWING ITEMS.									
188										
189	Misc. Flyers (Rec.)	8.5 x 11	1	no		1	blk	20# paper / various colors	500 w/ business fold	\$ 85.00
190								"slip sheet" inserted every 25th		
191								(for City to distribute by groups		
192								of 25) Price each quantity.		
193								orders can be up to 7,000		
194										
195	Misc. Flyers (Rec.)	8.5 x 11	2	no		1	blk	20# paper / various colors	500	\$ 94.00
196								"slip sheet" inserted every 25th		
197								(for City to distribute by groups		
198								of 25) Price each quantity.		
199								orders can be up to 7,000		