



Legislation Text

File #: 21-5418, **Version:** 1

Department: Purchasing

Department Head/Elected Official: DeWight Dopslauf, Purchasing Agent, Purchasing Department

Regular or Supplemental RCA: Regular RCA

Type of Request: Contract - Amendment

Project ID (if applicable): 20/0152

Vendor/Entity Legal Name (if applicable):

MWDBE Participation (if applicable): N/A

Request Summary (Agenda Caption):

Request for approval of a renewal option with Interstate Reprographics & Printing for document reproduction services and related items for Harris County through September 30, 2022 at a cost of \$198,500 (200152).

Background and Discussion:

Public Health engages in community outreach events for various initiatives and programs that require print media. During the COVID-19 Response, Public Health has increased its community activities, education, and messaging to the public that requires large volume print-related items - brochures, banners, pamphlets, QR codes, flyers, and related items.

Expected Impact:

As we continue community engagement, we will need document reproduction services to maintain presence and provide education to the public. Having a dedicated document reproduction service to provide high volume jobs and specialty items (banners, brochures, pamphlets) will allow Public Health to continue community engagement and education.

Alternative Options:

Reduce print media campaign or print items inhouse.

Alignment with Goal(s):

- ☐ Justice and Safety
- ☐ Economic Opportunity
- ☐ Housing
- ☒ Public Health

- _ Transportation
- _ Flooding
- _ Environment
- _ Governance and Customer Service

Prior Court Action (if any):

Date	Agenda Item #	Action Taken

Location:

Address (if applicable):

Precinct(s): Choose an item.

Fiscal and Personnel Summary				
Service Name		FY 21-22	Estimates	
			FY 22	Next 3 FYs
Incremental Expenditures				
Labor Expenditures		-	-	-
Non-Labor Expenditures		6K	52K	160K
Total Incremental Expenditures		6K	52K	160K
Funding Sources (General Fund, PIC Fund, Debt or CP, Grants, or Other - Please Specify)				
Existing Budget	General Fund	6K	24K	70K
	Grant	-	28K	90K
	-	-	-	-
Total Current Budget		6K	52K	160K
Additional Budget Requested	-	-	-	-
	-	-	-	-
	-	-	-	-
Total Additional Budget Requested		-	-	-
Total Funding Sources		-	-	-
Personnel (Fill out section only if requesting new PCNs)				
Current Position Count for Service		-	-	-
Additional Positions Requested		-	-	-
Total Personnel		-	-	-

Anticipated Implementation Date: 10/12/21

Emergency/Disaster Recovery Note: Not an emergency, disaster, or COVID-19 related item

Contact(s) name, title, department: Richard A. Williams Manager, Grants Harris County Public Health

Attachments (if applicable):