

ENERGY AND ENVIRONMENT COMMITTEE REPORT relative to proposed Amendment No. 1 to Contract No. 238 with Staples Contract and Commercial, Inc. dba Staples Print Solutions (Staples Print Solutions) for customized printed optical character recognition paper.

Recommendation for Council action:

CONCUR with the Board of Water and Power Commissioners' (Board) action of July 15, 2014, Resolution No. 19667, authorizing execution of Amendment No. 1 to Contract No. 238 with Staples Print Solutions to increase the contract total by \$6,995,044 and add four one-year options beginning June 17, 2014 for customized printed optical character recognition paper .

Fiscal Impact Statement: The City Administrative Officer (CAO) reports that approval of Amendment No. 1 to Contract No. 238 will have no impact on the City's General Fund. Expenditures up to the amended not-to-exceed contract limit of \$10,451,419 will be paid from the Water and Power Revenue Funds. This project complies with the Los Angeles Department of Water Power's (LADWP) adopted Financial Policies.

Community Impact Statement: None submitted.

**TIME LIMIT FILE - SEPTEMBER 14, 2014**

**(LAST DAY FOR COUNCIL ACTION - SEPTEMBER 12, 2014)**

Summary:

On August 6, 2014 your Committee considered July 16, 2014 Board and May 12, 2014 CAO reports and Resolution No. 19667 relative to proposed Amendment No. 1 to Contract No. 238 with Staples Print Solutions for customized printed optical character recognition paper. The proposed Amendment is for the inclusion of four one-year options extending the expiration of the existing contract to June 16, 2018. The Amendment also proposes increasing the contract maximum expenditure limit to \$10,451,419.

According to the CAO, in March 2010, LADWP installed new high-speed ink jet color printers to support the redesigned customer bills. Several problems were experienced with the existing paper stock, including tearing and bleeding ink on return payment stubs. The existing paper stock was not compatible with the new printers and ink. The LADWP staff worked for eight months with the printer manufacturer, paper manufacturer, and paper scientists to identify appropriate paper for the printers and inks being used. LADWP staff considered issuing a new invitation for Bid for the required paper and printed forms. However, the paper acquired under the current contract has been customized for compatibility with the LADWP's high-speed ink jet color printers and mail insertion and remittance processing equipment to avoid paper tears and ink bleeding from moisture and, after customization, performs satisfactorily.

After consideration and having provided an opportunity for public comment, the Committee moved to recommend concurrence with Resolution No. 19667 authoring the execution of Amendment No. 1 as detailed in the above recommendation. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

ENERGY AND ENVIRONMENT COMMITTEE

<u>MEMBER</u>	<u>VOTE</u>
FUENTES:	YES
BLUMENFIELD:	YES
LABONGE:	ABSENT
HUIZAR:	ABSENT
KORETZ:	YES

ARL

8/6/14

**-NOT OFFICIAL UNTIL COUNCIL ACTS-**