

**Ordinance No. 813-2020****By Council Member:** Kelley

**An emergency ordinance determining the bid of Brothers Printing Company, for typesetting and printing of personalized letterhead, envelopes, business cards, note pads, phone cards, post cards, calendars, newsletters, brochures, flyers, magnets, posters, banners, and booklets, and for delivery of the same to Cleveland City Council is the lowest and best bid and authorizing the Clerk of Council to enter into a written requirement contract with Brothers Printing Company for said items for a period of three years with two one-year options to renew exercisable by the Clerk.**

**WHEREAS**, this ordinance constitutes an emergency measure providing for the usual daily operation of a municipal department; now, therefore

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CLEVELAND:**

**Section 1.** That it is determined that the bid of Brothers Printing Company, dated September 16, 2020, for parts: I. letterhead and envelopes; II. business cards and notepads; III. phone cards, post cards, invites, and calendars; IV. newsletters, flyers, brochures, and booklets; V. posters and poster board backing; VIII. banners; and IX. magnets, in response to the invitation to bid for various paper products and print services for Cleveland City Council, is the lowest and best bid received after advertising in accordance with the Charter and the Codified Ordinances of the City of Cleveland, 1976.

**Section 2.** That the Clerk of Council is authorized to enter into a written requirement contract in accordance with the Charter, the Codified Ordinances and the bid specifications, with Brothers Printing Company for a period of three years with two one-year options to renew, exercisable by the Clerk, for the necessary items of the parts listed in Section 1, to be purchased on a unit basis for Cleveland City Council. The term of the contract will begin as of October 22, 2020.

**Section 3.** That the cost of the contract shall be charged against the proper appropriation account, and the Director of Finance shall certify the amount of the initial purchase under the contract, which purchase, together with all subsequent purchases, shall be made on the order of the Commissioner of Purchases and Supplies pursuant to a requisition against such contract duly certified by the Director of Finance.

**Section 4.** That this ordinance is hereby declared to be an emergency measure and, provided it receives the affirmative vote of two-thirds of all the 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.

**Referred to the Directors of Finance; and Law; Committee on Finance.**