

ARTS, PARKS, HEALTH, EDUCATION, AND NEIGHBORHOODS COMMITTEE REPORT relative to a Library Department request for authority to execute nine proposed contract amendments with pre-qualified marketing and public relations firms, on an as-needed and as-requested basis.

Recommendations for Council action:

1. APPROVE and AUTHORIZE the President, Board of Library Commissioners, or designee, to execute the proposed contract amendments with nine pre-qualified marketing and public relations firms, to provide services for campaigns, branding, creative services, media relations, and social and digital content on an as-needed and as-requested basis, for a term of one year with one one-year option to renew, and in an amount not to exceed \$1.7 million annually for a total sum of \$3.4 million, subject to review and approval of the City Attorney as to form.
2. REQUEST the Board of Library Commissioners to ensure that the nine contractors post updated compliance documents to the Regional Alliance Marketplace for Procurement for compliance with the Slavery Disclosure, Disclosure of Border Wall Contracting, Equal Benefits, and First Source Hiring Ordinances.

Fiscal Impact Statement: The City Administrative Officer (CAO) reports that partial funding of \$1,490,886 in the Library's Contractual Services Account is available for purposes of marketing plan promotion and outreach. If needed, the Library may transfer \$209,114 from its Office and Administrative Account to its Contractual Services Account to complete funding for the proposed contracts. There is no additional impact on the General Fund.

Financial Policies Statement: The CAO reports that the recommendations included in this report complies with the Financial Policies of the City in that on-going revenues will be used to support this program.

Community Impact Statement: None submitted

**TIME LIMIT FILE - SEPTEMBER 5, 2022
(LAST DAY FOR COUNCIL ACTION - SEPTEMBER 2, 2022)**

Summary:

On August 9, 2022, your Committee considered the July 5, 2022 communication from the CAO relative to a Library Department request for authority to execute nine proposed contract amendments with pre-qualified marketing and public relations firms, on an as-needed and as-requested basis. The report attached to the Council file includes some background on the matter.

After providing an opportunity for public comment, the Committee moved to approve the recommendations reflected above. This matter is now forwarded to the Council for its consideration.

Respectfully Submitted,

ARTS, PARKS, HEALTH, EDUCATION, AND NEIGHBORHOODS COMMITTEE

<u>MEMBER</u>	<u>VOTE</u>
LEE:	YES
BONIN:	YES

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-NOT OFFICIAL UNTIL COUNCIL ACTS-