

MEMORANDUM

TO: Donna Barron, City Manager

THROUGH: David Erb, Finance Director

FROM: Todd White, Purchasing Manager

DATE: July 23, 2019

SUBJECT: **Approval of a Bid Award for the Official City of Lewisville Newspaper to the Denton Media Company; and Adopt the Resolution Designating the Denton Record-Chronicle as the City's Official Newspaper.**

BACKGROUND

A bid invitation was created and posted on Bidsync.com June 14, 2019. Specifications were created in accordance with Texas Local Government Code Chapter 252.043, *Award of Contract*. Specifications under this chapter of the law state the award is to be made on the basis of the best value for the municipality.

In determining the best value for the municipality, the municipality may consider, among other things: (1) the purchase price; (2) the quality of the bidder's goods or services; and (3) the extent to which those goods or services meet the municipality's needs.

ANALYSIS

Sealed bids were due July 11, 2019 and two (2) bids were received. To be considered as a newspaper of record for a municipality, newspapers must meet the requirements of Government Code Chapter 2015 *Government Documents, Publications, and Notices*. Specifically, they must:

- (1) devote not less than 25 percent of its total column lineage to general interest items;
- (2) be published at least once each week;
- (3) be entered as second-class postal matter in the county where published; and
- (4) have been published regularly and continuously for at least 12 months before the governmental entity or representative publishes notice.

Both bids received met these requirements. Denton Media Company submitted the lowest cost per line for advertising and is being recommend on the basis of best value.

RECOMMENDATION

That the City Council approve the bid award and adopt the resolution as set forth in the caption above.