



THE CITY OF DAYTONA BEACH
OFFICE OF THE PURCHASING AGENT

Post Office Box 2451
Daytona Beach, Florida 32115-2451

Phone (386) 671-8080
Fax (386) 671-8085

RENEWAL OF CONTRACT

July 24, 2020

EMAIL
frank.larocco@tcdelivers.com

Northeast II, Inc. dba TC Delivers
Frank LaRocco
8879 Boggy Creek Road
Orlando, FL 32824

Re: Renewal of 0117-2050
Utility Bill Printing and Mailing Services

Dear Mr. LaRocco:

Northeast II, Inc. (Contractor) is currently providing Utility Bill Printing and Mailing Services to the City of Daytona Beach (City) under an agreement entered into by the two parties by the above referenced bid. Section 9 of the contract allows the City the option to renew for up to 1 additional one-year term by providing the Contractor written notice at least 60 days before the end of the current term.

A memo dated 3/8/2019 was approved by the City Manager allowing a 7.3324% increase from the price stated in the RFP.

On 4/13/2020 a renewal notice was sent to the Contractor which did not reflect a price increase. On 5/4/2020, an email was sent to the City requesting a 1.6% increase with supporting documentation from the CPI index. On 7/14/2020 the City's Chief Financial Officer countered the price increase with 1.1% citing the CPI & PPI for June. This counteroffer was accepted.

In accordance with Page 16, item I.D. of RFP 0117-2050 the CITY and the CONTRACTOR hereby agree to a 1.1% increase on all fees associated with this RFP. This price increase shall take effect on 10/01/2020 and be firm for the remainder of the term. See revised Exhibit B-1, Price Proposal Form.

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The City of Daytona Beach desires to exercise the renewal option to have this service continued by Northeast II, Inc. for the period effective October 1, 2020 through September 30, 2021 under the same terms and conditions.

THE CITY OF DAYTONA BEACH


James V. Chisholm, City Manager

7-28-20
Date

C: Patricia Bliss, CFO
Rebeca DiSanto, Utility Billing Manager

EXHIBIT B-1
PRICE PROPOSAL FORM, effective 10/20/2020

DESCRIPTION	Unit Price	UOM	Estimated Annual Qty	Annual Price
Proposers will indicate the <i>price per bill</i> printed and mailed, to include all services and supplies, but excluding postage, in conformance with the requirements of the Request for Proposals referenced above.	\$.09693	Per bill	364,000	\$ 35,282.52
The cost to fold and insert additional inserts	.002704	Per insert	150,000	\$ 405.60
Total Estimated Annual Cost				\$ 35,688.12