



# City of Margate

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## Legislation Text

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**TO:** Mayor and City Commission

**FROM:** Douglas E. Smith, City Manager

**DATE:** July 8, 2015

APPROVING AN AGREEMENT WITH MUNICIPAL CODE CORPORATION FOR UTILITY BILL PRINTING AND MAILING SERVICES; UTILIZING THE PRICING STRUCTURE AND SCOPE OF SERVICES FROM THE CITY OF SARASOTA, FLORIDA REQUEST FOR PROPOSAL 12-02 LKD.

**BACKGROUND:** The City currently utilizes a postcard bill format and this agreement would provide the opportunity for the City to migrate to an 8-1/2x11 bill format. This new format will now provide the following:

- Greater data privacy for utility bill customers
- Option to add flyers to utility bill mailings at a minimal cost
- Professional e-bill format
- Option for future utilization of a lock box mail payment service
- Return envelopes

**RECOMMENDATION:** For approval.

**FISCAL IMPACT:** The printing costs will not increase over the current postcard format. Postage cost will increase by approximately \$35,000 per year. Postage cost may be reduced over time as customers opt for the e-bill over hard copy mailed bills.

**CONTACT PERSON:** Mary Beazley, Finance Director