CITY OF JOPLIN
COUNCIL AGENDA ITEM

ITEM:

Council Bill No. 2024-623. This Council Bill approves a Purchase Order between Minuteman Press, a Missouri Corporation of Chesterfield, Missouri, and the City of Joplin for printing the 2024 Joplin History Guide. This Purchase Order covers the printing, shipping, and handling of 40,000 copies.

MEETING DATE:

Monday, October 21, 2024

ORIGINATING DEPARTMENT:

Convention & Visitors Bureau

ATTACHMENTS:

CB 2024-623 Ordinance, Request for Proposal 2024-RFP-22: Printing of Joplin History Guide, and 2024-RFP-22 Bid Tabulation.

REVIEWED BY:

Director of Convention & Visitors Bureau-Patrick Tuttle, Director of Finance-Leslie Haase, City Attorney-Peter Edwards, City Manager-Nicholas Edwards

SUMMARY REQUEST:

A significant component of the Convention & Visitors Bureau's annual tourism marketing and promotion efforts is collateral materials that showcase Joplin. Telling Joplin's history is a part of that effort and is supported by the Joplin History Guide.

Hundreds of these guides are mailed each year, fulfilling guests' inquiries from around the globe, while thousands more are distributed locally. They highlight historical sites, people, events, culture, buildings, architecture, and the 2011 tornado.

This Council Bill seeks permission from the City Council for the City Manager or his designee to execute a purchase order with Minuteman Press of Chesterfield, CO., to print 40,000 copies of the 2024 Joplin History Guide in the amount of Eighteen Thousand Two Hundred and Ninety dollars ($18.290.00) with specifics detailed in the RFP. The last printing of 40,000 was in December 2017.

Eleven bids were received through the city's RFP process, with one eliminated due to non-compliance. The CVB staff reviewed all bids and compared provided samples, and a final selection was made.

FUNDING SOURCE:

Funding to support this Purchase Order is included in the FY2024 CVB budget.

RECOMMENDATIONS:

Convention & Visitors Bureau recommends passing this bill on first reading.