



**Tourism Committee
AGENDA
October 17, 2023**

Committee Members: MERLINO, Dickinson, Diamond, Strough, Wild, Runyon and Frasier

Chair of the Board shall serve as an Ex-Officio member when needed in accordance with Section C (4) of the Rules of the Board.

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- I. Committee meeting called to order by Chairman Merlino.
 - II. Motion to approve minutes of the September 28, 2023 Tourism Committee meeting.
 - III. Privilege of the floor and public comment
 - IV. Action Agenda/New Business Items:
 - a. Resolution to authorize a contract with CENERGY STUDIOS LLC dba FOURTHiDEA for creative design, printing of 120,000 copies, and delivery services of the 2024 Travel Guide at a maximum cost of \$163,682.24.
Rationale: Contract awarded to “best value” bidder who responded by bid opening.
 - V. Discussion Items: None
 - VI. Referrals: None
 - VII. Privilege of the floor and public comment
 - VIII. Motion to adjourn

Attachment #1: Resolution Request Form 03 to authorize a contract with CENERGY STUDIOS LLC dba FOURTHiDEA for creative design, printing of 120,000 copies, and delivery services of the 2024 Travel Guide at a maximum cost of \$163,682.24.

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Tourism Department

DATE:

- (a) Is this a Result of a Bid or Request for Proposal? **Request for Proposal (best value)**
- (b) Purpose of Contract: **creative design, printing of 120,000 copies, and delivery services of the 2024 Travel Guide**
- (c) Name of Contractor: **CENERGY STUDIOS LLC dba FOURTHiDEA**
- (d) Address of Contractor: **535 Washington St., Suite 1400, Buffalo, NY 14203**
- (e) Contractor's Contact Person and Telephone Number: **Thomas S. Mooney 719-597-7812; thomas@fourthidea.com**
- (f) Has or will the Contract be provided, if so, please attach: **No**
- (g) Commencement Date of Contract: **upon execution of contract**
- (h) Termination Date of Contract: **February 9, 2024**
- (i) Payment Provisions:
 - i) lump sum amount **\$163,682.24**
 - ii) hourly rate amount
 - iii) total amount not to exceed **\$163,682.24**
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount: **A.6417.0001 470 - CONTRACT \$163,682.24****

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

*as listed in budget and LOGOS