City Council Meeting
10-26-26
Item 1.B.4.

Council Agenda Report

To: Mayor Silverstein and the Honorable Members of the City Council

Prepared by: Kate Manisco, Community Services Deputy Director

Reviewed by: Kristin Riesgo, Community Services Director

Approved by: Joseph D. Irvin, City Manager

Date prepared: October 1, 2026 Meeting date: October 26, 2026

Subject: Amendment to Agreement with Southwest Offset Printing

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RECOMMENDED ACTION: Authorize the Mayor to execute Amendment No. 3 with Southwest Offset Printing Co., Inc. for printing and mailing services of the Quarterly Recreation Guide and City Newsletter.

FISCAL IMPACT: No additional appropriation is required. Funding for this agreement is included in the Adopted Budget for FY 2024-25 in Account No. 100-4001-5405-00 (General Recreation Printing).

STRATEGIC PRIORITY: N/A

DISCUSSION: In 1993, the Community Services Department (Department) began producing the Quarterly Recreation Guide and City Newsletter (Guide). The Guide was created to engage residents and promote recreation programs, special events, facilities, and park operations.

In November 2021, Council approved a contract with Southwest Offset Printing Co., Inc. (SOP). The contractor was selected due to their experience, printing standards, and conservation programs. SOP currently prints an average of 8,000 copies of the Guide each quarter, which are distributed through direct mail to all Malibu residents. Additional copies of the guide are available at City facilities, the Malibu Library, schools, and various businesses.

Two Agreement Amendments have been approved by Council to extend the term with SOP. The first Amendment was approved on November 12, 2024 and the second on November 10, 2025.

Since the initiation of the agreement, the consultant has provided high-quality publication printing, completed timely mailing services, met City deadlines, and exceeded expectations. Therefore, Staff recommends authorizing the Mayor to execute Amendment No. 3 with SOP, extending the term to January 2, 2029 (Attachment) with an annual cost not to exceed $48,000 annually.

ATTACHMENTS: Amendment No. 3 to Agreement with Southwest Offset Printing Co., Inc.

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AMENDMENT NO. 3 TO PROFESSIONAL SERVICES AGREEMENT

THIS AMENDMENT NO. 3 TO PROFESSIONAL SERVICES AGREEMENT (the "Amendment" is made and entered in the City of Malibu on October 26, 2026, by and between the City of Malibu, a municipal corporation, hereinafter referred to as City, and Southwest Offset Printing Co., Inc., a California corporation, hereinafter referred to as Consultant. City and Consultant are herein collectively referred to as "Parties" and separately as a "Party".

The city and the Consultant agree as follows:

RECITALS

A. On November 2, 2021, the City entered into an Agreement with the Consultant for services relating to the printing and mailing of the Recreation Guide and City Newsletter ("Agreement").

B. On November 12, 2024, the City Approved Amendment No. 1 extending the terms of the agreement and compensation for services.

C. On November 10, 2025, the City Approved Amendment No. 2 extending the terms of the agreement and compensation for services.

D. The City and Consultant desire to amend the Agreement to extend the term by two years and increase compensation for services.

NOW THEREFORE, in consideration of the mutual covenants and agreements set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Section 2.0 of the Agreement (Term of Agreement), is hereby extended to January 2, 2029.

2. Section 4.0 of the Agreement (Compensation for Services) is hereby amended to state that the cost of services shall be described in Exhibit A of this Agreement for $48,000 annually, for a total amount not to exceed $312,000 for the full contract term. Pricing for 2026-2027 and 2027-2028 are attached with page quantity and print production quantity varying each quarter in addition to the number of carrier routes determined by the United States Postal Service.

3. Incorporation of Exhibits. All exhibits attached to this Amendment are hereby incorporated into the Agreement by this reference. To the extent there is any conflict between an exhibit attached to this Amendment and the exhibits attached to the original Agreement, the exhibits attached to this Amendment shall control.

4. Authority to Execute. Each person executing this Amendment represents and warrants that they are duly authorized to execute this Amendment on behalf of the Party for whom they are signing and to bind that Party to the terms herein.

5. The Parties agree that this Amendment will be considered signed when the signature of a Party is delivered physically or by facsimile transmission or scanned and delivered

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via electronic mail. Such facsimile or electronic mail copies will be treated in all respects as having the same effect as an original signature.

6. All terms and conditions of the Agreement not amended by this Amendment remain in full force and effect.

7. The effective date of this Amendment is October 26, 2026.

This Amendment is executed on _____.

CITY OF MALIBU, a municipal corporation:

_____
BRUCE SILVERSTEIN, Mayor

ATTEST:

_____
KELSEY PETTIJOHN, City Clerk
(seal)

APPROVED AS TO FORM:

THIS DOCUMENT HAS BEEN REVIEWED BY THE CITY ATTORNEY'S OFFICE

_____
TREVOR RUSIN, Interim City Attorney

Southwest Offset Printing Co., Inc., a California corporation

By: Signed by: Art Spear C5E099ADA379481...
ARTHUR SPEAR, Chief Financial Officer

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SOUTHWEST OFFSET PRINTING

Pricing for 2026-2027

City of Malibu

Date: 08/05/25
Estimate # 102390

23825 Stuart Ranch Road
Malibu, CA 90265

Description: **City of Malibu Recreation Guide**
Text Pages: **32pp**
Page Size: 8-1/4 x 10-3/4
Text Stock Heatset: 80# Gloss Book #3 - Subject to increase due to Tariffs
Text Ink: 4/4 cmyk
Bleeds: Yes
Ink Coverage: Medium
File Submission: FTP
Proofs: Soft - PDF
Bindery: Saddle Stitch
Packing: Skid Pack
Shipping: Delivery - One (1) drop to Malibu PO and One (1) drop to City of Malibu Included
Mailing: Simplified Mailing Included

Quantity:	6,000	10,000
Price:	$5,207.00	$6,671.00
Mailing:	$ 222.00	$ 270.00
Delivery:	$ 280.00	$ 280.00
Tax:	$ 48.76 (Sales Tax May Vary)	$ 37.01 (Sales Tax May Vary)
Total:	$ 5,757.76	$ 7,258.01

We thank you for this opportunity to be of service to your company and look forward to your order.

Sincerely,

Bruce Jarrin
Office Phone 310-965-9102

Terms

Due to the Volatility of the paper market, we cannot guarantee the availability of paper.
Prices/Schedule: This quotation is valid for 30 days from date of quote and is subject to change to reflect increases in paper and labor.
Freight costs are approximate and are subject to fuel surcharge at time of shipment.
Any applicable Government taxes are not included in quoted price and will be added to the invoice.
Specifications and Alts: Prices are based upon computer output PDF files. Additional system time to files will be charged as an extra. Changes and alterations will also be charged as an extra.
Overs/Unders: Not to exceed 5% for orders under 10,000 copies; 3% for orders between 10,000-30,000 and 2% for orders over 30,000.
Pricing for additional or less M's is only good for plus or minus 4,000. Anything over that needs to be requoted.

13650 Gramercy Place, Gardena, CA 90249 | P (310) 323-0112 | F (310) 323-6927

EXHIBIT A

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SOUTHWEST OFFSET PRINTING

Pricing for 2026-2027

City of Malibu

Date: 08/05/25
Estimate # 102390

23825 Stuart Ranch Road
Malibu, CA 90265

Description: **City of Malibu Recreation Guide**
Text Pages: **40pp**
Page Size: 8-1/4 x 10-3/4
Text Stock Heatset: 80# Gloss Book #3 - Subject to increase due to Tariffs
Text Ink: 4/4 cmyk
Bleeds: Yes
Ink Coverage: Medium
File Submission: FTP
Proofs: Soft - PDF
Bindery: Saddle Stitch
Packing: Skid Pack
Shipping: Delivery - One (1) drop to Malibu PO and One (1) drop to City of Malibu Included
Mailing: Simplified Mailing Included

Quantity:	6,000	10,000
Price:	$7,424.00	$9,121.00
Mailing:	$ 222.00	$ 270.00
Delivery:	$ 280.00	$ 280.00
Tax:	$ 67.70 (Sales Tax May Vary)	$ 49.56 (Sales Tax May Vary)
Total:	$7,993.70	$ 9,720.56

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Sincerely,

Bruce Jarrin
Office Phone 310-965-9102

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Pricing for 2026-2027

City of Malibu

Date: 08/05/25
Estimate # 102390

23825 Stuart Ranch Road
Malibu, CA 90265

Description: **City of Malibu Recreation Guide**
Text Pages: **44pp**
Page Size: 8-1/4 x 10-3/4
Text Stock Heatset: 80# Gloss Book #3 - Subject to increase due to Tariffs
Text Ink: 4/4 cmyk
Bleeds: Yes
Ink Coverage: Medium
File Submission: FTP
Proofs: Soft - PDF
Bindery: Saddle Stitch
Packing: Skid Pack
Shipping: Delivery - One (1) drop to Malibu PO and One (1) drop to City of Malibu Included
Mailing: Simplified Mailing Included

Quantity:	6,000	10,000
Price:	$9,319.00	$11,214.00
Mailing:	$ 222.00	$ 270.00
Delivery:	$ 280.00	$ 280.00
Tax:	$ 83.89 (Sales Tax May Vary)	$ 60.29 (Sales Tax May Vary)
Total:	$9,904.89	$ 11,824.29

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Office Phone 310-965-9102

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SOUTHWEST OFFSET PRINTING

Pricing for 2027-2028

City of Malibu

Date: 09/17/26

23825 Stuart Ranch Road
Malibu, CA 90265

Description: **City of Malibu Recreation Guide**
Text Pages: **32pp**
Page Size: 8-1/4 x 10-3/4
Text Stock Heatset: 80# Gloss Book #3
Text Ink: 4/4 cmyk
Bleeds: Yes
Ink Coverage: Medium
File Submission: FTP
Proofs: Soft - PDF
Bindery: Saddle Stitch
Packing: Skid Pack
Shipping: Delivery - One (1) drop to Malibu PO and One (1) drop to City of Malibu Included
Mailing: Simplified Mailing Included

Quantity:	6,000	10,000
Price:	$5,363.21	$6,871.13
Mailing:	$228.66	$ 278.10
Delivery:	$305.00	$ 305.00
Tax:	$ 50.37 (Sales Tax May Vary)	$ 38.20 (Sales Tax May Vary)
Total:	$5,947.24	$ 7,492.43

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Pricing for 2027-2028

City of Malibu

Date: 09/17/26

23825 Stuart Ranch Road
Malibu, CA 90265

Description: **City of Malibu Recreation Guide**
Text Pages: **36pp**
Page Size: 8-1/4 x 10-3/4
Text Stock Heatset: 80# Gloss Book #3
Text Ink: 4/4 cmyk
Bleeds: Yes
Ink Coverage: Medium
File Submission: FTP
Proofs: Soft - PDF
Bindery: Saddle Stitch
Packing: Skid Pack
Shipping: Delivery - One (1) drop to Malibu PO and One (1) drop to City of Malibu Included
Mailing: Simplified Mailing Included

Quantity:	6,000	10,000
Price:	$7,315.06	$9,026.92
Mailing:	$228.66	$ 278.10
Delivery:	$305.00	$ 305.00
Tax:	$ 67.04 (Sales Tax May Vary)	$ 49.25 (Sales Tax May Vary)
Total:	$7,915.76	$ 9,659.27

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Bindery: Saddle Stitch
Packing: Skid Pack
Shipping: Delivery - One (1) drop to Malibu PO and One (1) drop to City of Malibu Included
Mailing: Simplified Mailing Included

Quantity:	6,000	10,000
Price:	$7,102.00	$8,764.00
Mailing:	$ 222.00	$ 270.00
Delivery:	$ 280.00	$ 280.00
Tax:	$ 64.95 (Sales Tax May Vary)	$ 47.73 (Sales Tax May Vary)
Total:	$ 7,668.95	$ 9,361.73

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City of Malibu

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Malibu, CA 90265

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File Submission: FTP
Proofs: Soft - PDF
Bindery: Saddle Stitch
Packing: Skid Pack
Shipping: Delivery - One (1) drop to Malibu PO and One (1) drop to City of Malibu Included
Mailing: Simplified Mailing Included

Quantity:	6,000	10,000
Price:	$9,598.57	$11,550.42
Mailing:	$228.66	$ 278.10
Delivery:	$305.00	$ 305.00
Tax:	$ 86.55 (Sales Tax May Vary)	$ 62.18 (Sales Tax May Vary)
Total:	$10,218.78	$ 12,195.70

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Pricing for 2027-2028

City of Malibu

Date: 09/17/26

23825 Stuart Ranch Road
Malibu, CA 90265

Description: **City of Malibu Recreation Guide**
Text Pages: **40pp**
Page Size: 8-1/4 x 10-3/4
Text Stock Heatset: 80# Gloss Book #3
Text Ink: 4/4 cmyk
Bleeds: Yes
Ink Coverage: Medium
File Submission: FTP
Proofs: Soft - PDF
Bindery: Saddle Stitch
Packing: Skid Pack
Shipping: Delivery - One (1) drop to Malibu PO and One (1) drop to City of Malibu Included
Mailing: Simplified Mailing Included

Quantity:	6,000	10,000
Price:	$7,646.72	$9,394.63
Mailing:	$228.66	$ 278.10
Delivery:	$305.00	$ 305.00
Tax:	$ 69.87 (Sales Tax May Vary)	$ 51.14 (Sales Tax May Vary)
Total:	$8,250.25	$ 10,028.87

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Sincerely,

Bruce Jarrin
Office Phone 310-965-9102

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