

**KITTITAS COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA STAFF REPORT**

AGENDA DATE: April 4, 2017

ACTION REQUESTED: Award a Bid & Contract to Serve as the Official County Newspaper from 7/1/17 – 6/30/18

BACKGROUND: Staff published a Notice of Call for Bids to serve as the Official County Newspaper beginning July 1, 2017 through June 30, 2018. Staff published the Call for Bids and sent a letter with a copy of the notice to the Daily Record and the Northern Kittitas County Tribune.

Sealed Bids were received from the Daily Record and opened on Friday March 24, 2017 at 12:00 p.m. in the Commissioner's office.

According to RCW 36.72.075, "the county legislative authority shall let the contract to the best and lowest responsible bidder, giving consideration to the question or circulation in awarding the contract, with a view to giving publication of notices the widest publicity".

INTERACTION:

Daily Record bid:

Legal Advertising – based on a 6" column format: \$8.73 per column inch.
Last year's was \$8.65

Display Advertising – based on a 6" column format: \$7.62 per column inch.
Last year's was \$7.55

According to the Daily Record they have the highest reach and circulation of newspapers in Kittitas County. Their average paid daily circulation is 4,400. They publish legal notices six days a week Monday – Saturday. Legal notices appear online at no additional charge and their website averages 200,000 page views a month and is updated daily.

RECOMMENDATION: Consider approving a Resolution Awarding a Bid for the Official County Newspaper for the term beginning July 1, 2017 through June 30, 2018 and to authorize the Board to sign a Contract between Kittitas County and the Daily Record.

HANDLING: Staff has prepared a Resolution & Contract for your consideration.

ATTACHMENTS: Bid from the Daily Record
Resolution to Award Official County Newspaper
Contract between Kittitas County and the Daily Record

LEAD STAFF: Julie Kjorsvik, Clerk of the Board