

CITY OF CARMEL-BY-THE-SEA

**CITY COUNCIL
RESOLUTION NO. 2023-19**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AMENDMENT NO. 4 TO THE MAIL DELIVERY AGREEMENT WITH PENINSULA MESSENGER SERVICE FOR A TOTAL NOT-TO-EXCEED FEE INCREASE OF ONE HUNDRED SEVEN THOUSAND SEVEN HUNDRED AND THIRTY DOLLARS (\$107,730.00) FOR THE TERM OF JANUARY 1, 2023 TO JUNE 30, 2024

WHEREAS, the United States Postal Service (USPS) typically delivers residential mail to homes in areas in which house numbers have been assigned, and, in areas in which no house numbers have been assigned, the USPS will deliver residential mail to a centralized location; and

WHEREAS, as the City of Carmel-by-the-Sea does not have house numbering, the USPS provides mail delivery service to residents through post office boxes at the post office located on 5th Avenue between San Carlos Street and Dolores Street; and

WHEREAS, the City currently contracts with a courier service, Peninsula Messenger Service, and pays for mail delivery service on behalf of residents; and

WHEREAS, Council approved the current agreement with Peninsula Messenger Services by adopting Resolution 2019-003 on January 8, 2019 and authorized Amendment No. 1 on January 7, 2020 (Resolution 2020-005), Amendment No. 2 on January 5, 2021 (Resolution 2021-003), and Amendment No. 3 on July 7, 2021 (Resolution 2021-035) ; and

WHEREAS, Amendment No. 3 expires on December 31, 2022 and the City wishes to continue service with Peninsula Messenger Service while the City implements changes to the home mail delivery program; and

WHEREAS, Carmel Municipal Code Section 3.12.140H allows for the dispensation of the bid process when “reasonably necessary for the preservation or protection of public peace, health, safety or welfare of persons and property”; and

WHEREAS, the City wishes to dispense with the bid process at this time to allow for continuity of service and to determine the number of account holders and whether the program is cost effective to continue in the future once program modifications are implemented.

NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES HEREBY:

Authorize the City Administrator to execute Amendment No. 4 to the Mail Delivery Agreement with Peninsula Messenger Services to increase the contract by an amount not-to-exceed One Hundred Seven Thousand Seven Hundred and Thirty Dollars (\$107,730.00) and extend the term of the contract from January 1, 2023 to June 30, 2024. The not-to-exceed amount includes up to Thirty-Five Thousand Nine Hundred and Ten Dollars (\$35,910.00) for January 1, 2023 to June 30, 2023 and up to Seventy-One Thousand Eight Hundred and Twenty Dollars (\$71,820.00) for July 1, 2023 to June 30, 2024. The amount of the total agreement from January 1, 2019 to June 30, 2024 is an

amount not to exceed Four Hundred Thirty-One Thousand Nine Hundred and Thirty Dollars (\$431,930.00).

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 7th day of February, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter,
Mayor

Nova Romero, MMC
City Clerk