



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: May 19, 2026

STAFF REFERENCE: Sarah Godinez, Deputy City Clerk

AGENDA LOCATION: CC-4

GOVERNMENT CODE SECTION 84308 APPLIES: Yes

TITLE: Award of Contract for Publication of Legal Advertisements to Civic News Group, Inc., for the period ending June 30, 2027

OBJECTIVE: To approve a one-year contract with Civic News Group, Inc. (formerly Beacon Media) ("Civic News Group"), for the publication of legal advertisements as prescribed by law

BACKGROUND: In accordance with Public Contract Code §20169, annually, before the beginning of the fiscal year in cities where there is more than one newspaper of general circulation, a notice inviting bids and contract for the publication of legal notices is required to be published in such a newspaper, and a subsequent contract must be awarded by the City Council for the new fiscal year. Staff is aware of three newspapers adjudicated as a newspaper of general circulation: The Monrovia Weekly (Civic News Group), the Pasadena Star News (San Gabriel Valley Newspaper Group), and the Mountain View News. Published notices of various types are required by various statutes but increasingly are a less-used form of published notice.

On April 23, 2026, a Notice Inviting Bids was published in *The Monrovia Weekly*, the City's current provider. Responses were due by 10:00 a.m. on May 7, 2026, to the Office of the City Clerk. Only one proposal from Civic News Group was received by the City Clerk and opened accordingly.

ANALYSIS: Civic News Group submitted a bid for \$2.50 per line per column, \$14.65 per inch per column, based on a 1.6 inch column. This represents an increase of 11.11% over Fiscal Year 2025-2026 costs of \$2.25 per line per column and \$13.20 per inch per column. Lead-time for publication is two days prior to either of their Monday and Thursday editions. Retraction time is Tuesday or Thursday by 4:00 P.M. for the respective Thursday and Monday editions. Circulation in Monrovia is 2,000 for the Monday edition and 3,500 for the Thursday edition, with a total approximate circulation of 5,500 in Monrovia.

FISCAL IMPACT: Costs for legally required public notices are included in departmental budgets. Costs for public notices related to applicant-initiated requests (entitlements) are recovered through related planning fees.

OPTIONS: The following options are presented for consideration:

1. Award a contract to Civic News Group, Inc., for publication of legal ads for Fiscal Year 2026-2027
2. Reject the contract with Civic News Group, Inc., and direct staff to re-solicit bids. However, only newspapers adjudicated by the court as a newspaper of general circulation in the City may be solicited for bids, and neither the San Gabriel Newspaper Group nor Mountain Views have elected to submit bids for several years now.

RECOMMENDATION: Staff recommends Option 1.

COUNCIL ACTION REQUIRED: If the City Council concurs, the appropriate action would be a motion to award a contract to Civic News Group, Inc., for the period ending June 30, 2027, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney.