

## **Request to Award Contract for 2013 Class Schedules (REVISED)**

### **Recommendation:**

Staff will present a recommendation to approve award of contract to lowest price qualified vendor responding to a request for proposals to be opened on 14 September 2012. **Staff recommends award of contract for 2013 class schedules to Signature Offset, Option 2, for \$50,257.18,**

### **Summary:**

The District has issued a Request for Proposals to contract for the purpose of printing, binding, mail prep and delivery of 54,000 copies of the Spring 2013 class schedule, 47,500 copies of the Summer 2013 class schedule and 54,000 copies of the Fall 2013 class schedule.

The class schedules are an important information resource for our students and communities. The schedules also perform a significant marketing function for the District.

The scope and quantities identified in this contract are similar to past endeavors. The printing and delivery of class schedules is a budgeted and funds are available.

A bid tabulation and recommendation will be presented to the Board.

**The bid tabulation follows.**

**Option 1: delivery of schedules to NPC and Show Low USPO**

**Option 2: all schedules mailed from Phoenix USPO**

**RFP SUMMARY**  
**PRINTING OF CLASS SCHEDULES**  
**SP, SU, FA 2013**  
**AS #13-02**

Issue Date: August 29, 2012

**Due Date: September 14, 2012, 3:00 p.m. MST**

Fourteen (14) vendors requested AS#13-02. Three (3) vendors submitted complete bid packet by due date. \*9.6% Use Tax calculated for out of state vendors.

<b>Vendor Requesting Proposal</b>	<b>Bid Submitted</b>
1. VQS Printing Vista, CA	No Bid Submitted
2. White Mountain Publishing Casa Grande Valley Newspapers, Inc. Show Low, AZ	No Bid Submitted
3. Signature Offset Tempe, AZ	No exceptions – One deviation  Option 1: \$52,332.18 Tax: Included  <b>Option 2: \$50,257.18</b> <b>Tax: Included</b>
4. Gallup Independent Gallup, NM	No Bid Submitted
5. Western Newspapers Winslow, AZ	No Bid Submitted
6. Liberty Press Springville, UT	No exceptions – Four deviations  Option One: \$49,898.00 *9.6% Use Tax: 4,790.00 Total: \$54,688.00  Option Two: \$50,678.00 *9.6% Use Tax: 4,865.00 Total: \$55,543.00
7. Rich Printing Company Nashville, TN	No Bid Submitted
8. Creasey Printing Services Springfield, IL	No Bid Submitted

<p>9. RR Donnelley and Moore Wallace Lewisville, TX</p>	<p>No exceptions – No deviations</p> <p>Option One: \$63,107.00 *9.6% Use Tax: 4,894.08 Total: \$68,001.08</p> <p>Option Two: \$64,460.00 *9.6% Use Tax: 4,943.24 Total: \$69,403.24</p>
<p>10. Print Master</p>	<p>No Bid Submitted</p>
<p>11. Baton Rouge Press, Inc. Baton Rouge, LA</p>	<p>No Bid Submitted</p>
<p>12. Delta Printing Solutions Valencia, CA</p>	<p>No Bid Submitted</p>
<p>13. United Graphics Inc. Mattoon, IL</p>	<p>No Bid Submitted</p>
<p>14. Mignone Communications, Inc. Springfield, IL</p>	<p>No Bid Submitted</p>