

**VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda
BIDS AND PROPOSALS**

TO: President and Village Board of Trustees
FROM: David A. Hulseberg, Village Manager
DATE: October 6, 2008
TITLE: Bid Opening For: Printing of Lombard Pride Newsletter/1 Year Contract

SUBMITTED BY: William J. Heniff, Director of Community Development Department

RESULTS:

Date Bids Were Published September 5, 2008
Date Bidding Closed Sept. 19, 2008
Total Number of Bids Received 7
Total Number of Bidders Meeting Specifications 6

Bid Security Required..... Yes No
Performance Bond Required Yes No
Were Any Bids Withdrawn Yes No

Explanation:
Waiver of Bids Requested? Yes No
If yes, explain:

Award Recommended to Lowest Responsible Bidder Yes No
If no, explain: See Attached

FISCAL IMPACT:

Hotel/Motel Tax Fund
Funds Budgeted \$28,770.00 for 1 year

BACKGROUND/RECOMMENDATION:

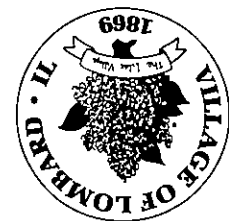
Bids for the printing of the Lombard Pride Newsletter were opened at a bid opening on September 19, 2008. Seven bids were presented for a one year contract, one of which (Hagg Press) was disqualified for failure to complete the bid package. Staff recommends the award of the contract to Quik Impressions, Inc. in an amount not to exceed \$28,770 for one year.

Has Recommended Bidder Worked for Village Previously Yes No
If yes, was quality of work acceptable Yes No
Was item bid in accordance with Public Act 85-1295? Yes No
Waiver of bids - Public Act 85-1295 does not apply Yes No

REVIEW (as needed):

Village Attorney XX _____ Date 12/8/08
Finance Director XX _____ Date 12/8/08
Village Manager XX _____ Date 12/19/08

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 Noon, Wednesday, prior to the Board Agenda distribution.



MEMORANDUM

TO: David A. Hulseberg
Village Manager

FROM: William J. Heniff, AICP *WJH*
Director of Community Development

DATE: October 13, 2008

SUBJECT: Bid Opening For Lombard PRIDE

The bid opening for the upcoming 1 year contract for the Lombard PRIDE was held at 11 a.m. on Friday, September 19, 2008. There were seven bids submitted. One bidder, Hagg Press, failed to complete the bid package, omitting performance references. For this reason this bid was disqualified. The six remaining bids are as follows:

Company	Six 12pg. Issues	Five 12pg. & One 16pg.	Quote Totals
Impressions Unlimited	\$26,280.00	\$27,975.00	\$1,440.00
Quik Impressions, Inc.	\$28,770.00	\$28,770.00	No Charge
Courier Printing	\$31,410.00	\$32,010.00	\$1,690.00
Yorkie Printe Shoppe, Inc.	\$33,096.00	\$34,307.00	\$2,090.00
Precise Printing	\$36,990.00	\$38,153.00	\$2,090.00
Instant Printing Corp.	\$38,700.00	\$39,345.00	\$3,097.00
			Addl. Insert

The bids are attached for your review.

Staff recommends accepting the bid from Quik Impressions, Inc. in the amount of \$28,770.00. This bidder has provided quality and timely service printing the last two PRIDE issues, when the previous printer was unable to fulfill his contractual obligations. Additionally, the Village has worked with this printer on previous occasions and has an established relationship with them as do the Park District and the Helen Plum Library, both contributors to the PRIDE. Staff is comfortable with the quality of the product, and the professionalism and customer service provided by Quik Impressions, Inc.

Please place this item on the consent agenda for the October 16, 2008 Board of Trustees meeting. If you have any questions, please feel free to contact me. Thank you.

Attachments
WJH/cp



Impressions Unlimited
Full Service Printers

2300 WindSOR Court Unit B
Addison, Illinois 60101

Telephone: 630/705-6464
Facsimile: 630/705-1598

September 9, 2008

Village of Lombard
255 E. Wilson Avenue
Lombard, Illinois 60148
630.620.5914
Attn: Rhonda Heabel

Thank you for the opportunity to quote the following:

Lombard Newsletter
8 1/2 x 11 - Final Size
2/2 on 70# Gloss Text
Saddle Stitched
Quantity: 21,000

12PG Newsletter - One Issue - \$4,380

12PG Newsletter - All Issues - \$26,280

12PG Newsletter w/Insert - One Issue - \$5,820

16PG Newsletter - One Issue - \$6,065

16PG Newsletter w/Insert - One Issue - \$6,645

F.O.B. - Lombard, Illinois

Tax exempt provided proper documentation.

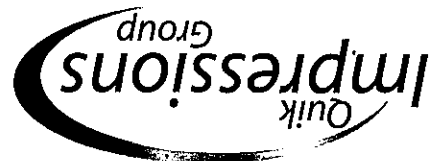
We look forward to being of service to you on this project.

Chris Sampson

Impressions Unlimited
2300 WindSOR Court Unit B
Addison, Illinois 60101

Office: 630.705.6464 Ext. 125
Mobile: 630.487.1576
Fax: 630.705.1598

Visit our Website at www.impressionsunltd.com



1385 Jeffrey Drive
Addison, IL 60101
630-495-7845
Fax 630-495-2534

Description: Lombard Pride Newsletter
Papers: 70# Gloss Text
Flat Size: 11 x 17
Finished Size: 8.5 x 11
Inks: 2/2 Black and 1 PMS
Proofs: Epson
Bindery: Trim, Collate, Fold and Saddlestitch
Delivery: Drop off at post office, overs to Village Hall

One - 12 page Issue at \$4795
6 Total Issues at \$28,770
Optional 4 pager at N/C
One 16 page issue at \$4795

There is no cost difference between a 12 pager and a 16 pager.
Thank you for the opportunity to submit our bid.

Sincerely,

Rick Smolke

VILLAGE OF LOMBARD
BID PROPOSAL

Proposal for Contract Document Number CD0907. We hereby agree to furnish to the Village of Lombard (PLACE ITEMS TO BE PURCHASED) in accordance with provisions, instructions, and specifications of the Village of Lombard for the prices as follows:

(PLACE PROPOSAL OUTLINE HERE)

Bimonthly Lombard Ride Newsletter, 1 year contract.

Quantity 21,000

70# Enamel paper

2 colors, black + 1 PMS, 2/sides

6 issues - 12 pages 3-1/2 X 17 Flat, folds and stitches, to 8.5 X 11

Delivery to Lombard included

Village of Lombard to supply disk, or send files via Email.
To be supplied in Adobe InDesign CS3 format.

One - 12 Page issues at : \$ 5,235.00
TOTAL For All Issues : \$ 31,410.00
OPTIONAL Insert page at : \$ 1690.00
One - 16 page issue at : \$ 5,835.00

**VILLAGE OF LOMBARD
BID PROPOSAL (CONTINUED)**

Delivery of the item(s) will be within 10 ^{Working} day(s) following notification of bid award.

State length and terms of warranty(s): 1 year warranty, from time of bid acceptance, to final delivery. Per specifications.

Is your bid in compliance with specifications? Yes No
If answer is no, list deviations on the provided "Specification Deviation" Form.

Signed on this 17 day of September, 2008.

If an individual or partnership, all individual names of each partner shall be signed:

By.....
Print Name.....
Position/Title.....
By.....
Print Name.....
Position/Title.....
By.....
Print Name.....
Position/Title.....
By.....
Print Name.....
Position/Title.....
By.....
Print Name.....
Position/Title.....
Company Name.....
Address line 1.....
Address line 2.....
Telephone.....

If a corporation, an officer duly authorized should sign and attach corporate seal

PLACE CORPORATE SEAL HERE

By..... Robert A. Corrossi
Print Name.....
Position/Title..... President
Company Name..... Carrier Printing & Lithography, Inc.
Address line 1..... 303 N. Second Street
Address line 2..... Rockford, IL 61107
Telephone..... 815-968-6644



Yorke Printe Shoppe
 930 N Lombard Road
 Lombard, IL 60148
 yorkeprinte.com

T 630 627 4960
 F 630 627 4965

September 18, 2008
QUOTATION

CUSTOMER: Village of Lombard
DESCRIPTION: Printing of the Lombard Pride Newsletter – 1 Year Contract
SIZE: 11 x 17 flat folds to 8.5 x 11
QUANTITY: 21,000 quantity per issue - 12 total issues for the a 1 year period
INKS: 2/2, black and PMS with bleeds
PAPER: 70# Galerie Art Gloss Text (FSC Certified)
PREPRESS: Print ready file
PROOFS: Inkjet Digital Dylux
FINISHING: Collate, saddle stitch to size

Deliver to Post Office and extras to the Village of Lombard
 -Optional insert will be hand inserted (floating).
 Contact Yorke for a more economical way of adding an insert
 (folded stitched into fold)

21,000 quantity per issue

One – 12 page issue at \$5516.00 each
 Total for all 6 issues as 12 pagers = \$33,096.00

Optional insert page at \$

One – 16 page issue at \$6,727.00 each
 Total for 5 issues as 12 pagers and 1 issue at 16 pages = \$34,307.00

Yorke Printe Shoppe is FSC Certified. This paper stock is certified by FSC and qualifies for their logo. FSC is an excellent (no extra cost) way for the Village of Lombard to show their environment consciousness. Contact Joe DeForest at Yorke for more info.
 www.fsc.org

This job will print in the Village of Lombard at Yorke Printe Shoppe.

**VILLAGE OF LOMBARD
BID PROPOSAL**

Proposal for Contract Document Number CD0907. We hereby agree to furnish to the Village of Lombard (PLACE ITEMS TO BE PURCHASED) in accordance with provisions, instructions, and specifications of the Village of Lombard for the prices as follows:

(PLACE PROPOSAL OUTLINE HERE)

One 12 PAGE ISSUE AT.	\$	<u>6165.00</u>
Total for 6 issues.	\$	<u>36,990.00</u>
Optional insert page	\$	<u>2090.00</u>
* One 16 page issue	\$	<u>7328.00</u>

Rich Frawley

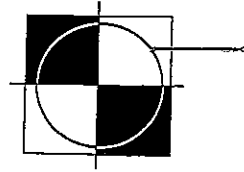
Phone: 847 885-9500
Fax: 847 885-9535

Car Phone: 847-204-7300

E-mail: richf@preciseprtg.com

Web: preciseprtg.com

12428 Remington Road
Schaumburg, IL 60173



PRECISE PRINTING NETWORK INC.

VILLAGE OF LOMBARD
BID PROPOSAL (CONTINUED)

Delivery of the item(s) will be within 10 working days following notification of bid award.

State length and terms of warranty(s): Net 30 Days

Is your bid in compliance with specifications? Yes No
If answer is no, list deviations on the provided "Specification Deviation" Form.

Signed on this 17 day of Sept, 2008.

If an individual or partnership, all individual names of each partner shall be signed:

By.....
 Print Name.....
 Position/Title.....
 By.....
 Print Name.....
 Position/Title.....
 Company Name.....
 Address line 1.....
 Address line 2.....
 Telephone.....

If a corporation, an officer duly authorized should sign and attach corporate seal

PLACE CORPORATE SEAL HERE

By.....
 Print Name.....
 Position/Title.....
 Company Name.....
 Address line 1.....
 Telephone.....

12
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4
3
2
1

Richard Faraway
President
Precise Reroute-Network, Inc
1242 B R.E.M. Western Road Schuamburg IL
847-885-9522

**VILLAGE OF LOMBARD
BID PROPOSAL**

Proposal for Contract Document Number CD0907. We hereby agree to furnish to the Village of Lombard (PLACE ITEMS TO BE PURCHASED) in accordance with provisions, instructions, and specifications of the Village of Lombard for the prices as follows:

(PLACE PROPOSAL OUTLINE HERE)

Bid Proposal from *The Original Instant Printing Corporation*
Prices based on the previously noted specifications. The price for the optional insert page includes inserting and water sealing per Rhonda Heabel's instructions.

One—12pg issue at \$6,450.00	\$ 6,450.00
Total for (6) 12pg issues \$38,700.00	\$38,700.00
Optional Insert Page at \$3,097.00	\$ 3,097.00
One(1) 16pg issue at \$7,095.00	\$ 7,095.00

Original Insert

VILLAGE OF LOMBARD
BID PROPOSAL (CONTINUED)

Delivery of the item(s) will be within 15 day(s) following notification of bid award.
State length and terms of warranty(s): N/A

Is your bid in compliance with specifications? Yes No
If answer is no, list deviations on the provided "Specification Deviation" Form.

Signed on this 11th day of September, 2008.

If an individual or partnership, all individual names of each partner shall be signed:

By _____
Print Name _____
Position/Title _____
By _____
Print Name _____
Position/Title _____
Company Name _____
Address line 1 _____
Address line 2 _____
Telephone _____

If a corporation, an officer duly authorized should sign and attach corporate seal

PLACE CORPORATE SEAL HERE

By Murray Dipple
Print Name _____
Position/Title _____
Company Name _____
Address line 1 _____
Address line 2 _____
Telephone _____
312-726-6275

the Original Instant Printing Corp.
Address line 1 _____
Address line 2 _____
Telephone _____
216 S. CLARK ST.
CHICAGO IL 60604