

**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: William T. Lichter, Village Manager
 DATE: April 8, 2008
 TITLE: Bid Opening For: Printing of Lombard Pride Newsletter/2 Year Contract

SUBMITTED BY: David A. Hulseberg, Director of Community Development Department
 OH/wh

RESULTS:

Date Bids Were Published March 14, 2008
 Date Bidding Closed April 4, 2008
 Total Number of Bids Received 5
 Total Number of Bidders Meeting Specifications 5

Bid Security Required Yes
 Performance Bond Required Yes
 Were Any Bids Withdrawn Yes
 Explanation: No

Waiver of Bids Requested? Yes
 If yes, explain:
 Award Recommended to Lowest Responsible Bidder Yes
 If no, explain: No

FISCAL IMPACT:

Hotel/Motel Tax Fund
 Funds Budgeted \$23,025.00 per year

BACKGROUND/RECOMMENDATION:

Bids for the printing of the Lombard Pride Newsletter were opened at a bid opening on April 4, 2008. Five bids were presented for a two year contract. Staff recommends the award of the contract to the lowest bidder, The Printing System, in an amount not to exceed \$23,025 annually.

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 _____
 Finance Director XX *William T. Lichter* Date *4/16/08*
 Village Manager XX *W. M. Lichter* Date *4/16/08*

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: William T. Lichter
Village Manager

FROM: David Hulseberg, AICP
Assistant Village Manager/Director of Community Development *DH/ekb*

DATE: April 8, 2008

SUBJECT: Bid Opening For Lombard PRIDE

The bid opening for the upcoming contract for the Lombard PRIDE was held at 11 a.m. on Friday, April 4, 2008. There were five bids presented from the following printers:

The Printing System	\$ 46,050.00
York Printe Shoppe, Inc.	\$ 62,004.00
Windy City Press	\$ 69,096.00
Quality Color Graphics	\$ 64,385.00
Sir Speedy	\$119,647.20

The bids are attached for your review.

Staff recommends accepting the bid from The Printing System in the amount of \$46,050 as the lowest responsible bidder. This is a two-year contract.

Please place this item on the consent agenda for the April 17, 2008 Board of Trustees meeting. If you have any questions, please feel free to contact me. Thank you.

Attachments

DAH/jmk

The Printing System

**VILLAGE OF LOMBARD
BID PROPOSAL**

Proposal for Contract Document Number CD0807. 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)

Printing on 70# smooth offset
Even-12 page issues at \$3050.00 each
One -- 16 page issue at \$4100.00
Total for all issues
Optional insert page

\$ 33,550.00
\$ 4,100.00
\$ 37,650.00
\$ 500.00

Printing on 70# gloss text
Even-12 page issues at \$3750.00 each
~~One -- 16 page issue at \$4100.00~~
Total for all issues
Optional insert page

\$ 41,250.00
\$ 4,800.00
\$ 46,050.00
\$ 600.00



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

T 630 627 4960
 F 630 627 4965

April 1, 2008
QUOTATION

CUSTOMER: Village of Lombard
DESCRIPTION: Printing of the Lombard Pride Newsletter – 2 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 2 year period
INKS: 2/2, black and PMS with bleeds
PAPER: 70# Husky White Offset
 Versus
 70# EuroArt Gloss Text
PREPRESS: Print ready file
PROOFS: Inkjet Digital Dylux
FINISHING: Collate, saddle stitch to size
 Deliver to Post Office and extras to Village of Lombard

Option A - 10 issues with 12 pages and 2 issues with 16 pages:

70# Husky White Offset
 Ten – 12 page issues at \$5191 each = \$51,910
 Two – 16 page issues at \$6081 each = \$12,162
TOTAL FOR ALL ISSUES = \$64,072
 Optional insert page = \$1,985

70# EuroArt Gloss Text
 Ten – 12 page issues at \$5167 each = \$51,670
 Two – 16 page issues at \$6054 each = \$12,108
TOTAL FOR ALL ISSUES = \$63,778
 Optional insert page = \$1,944

Option B - 12 issues with 12 pages each issue:

70# Husky White Offset
 Twelve – 12 page issues at \$5191 each = \$62,292
TOTAL FOR ALL ISSUES = \$62,292
 Optional insert page = \$1,985

70# EuroArt Gloss Text
 Twelve – 12 page issues at \$5167 each = \$62,004
TOTAL FOR ALL ISSUES = \$62,004
 Optional insert page = \$1,944

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

**VILLAGE OF LOMBARD
BID PROPOSAL**

Proposal for Contract Document Number CD0807. 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)

<p> ELEVEN-12 PAGE ISSUES AT \$5688.00 EACH = \$62568.00 ONE-16 PAGE ISSUES AT \$528.00 EACH = \$8528.00 TOTAL FOR ALL ISSUES \$69096.00 OPTIONAL INSERT PAGE (INSERTED AND WATERSEALD) \$3468.00 </p>

Windy City Press Inc
 16 Official Rd
 Addison IL 60101
Timothy Falk V.P.

**VILLAGE OF LOMBARD
BID PROPOSAL**

Proposal for Contract Document Number CD0807. 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)

Dear Rhonda Heabel:

Job proposal for Lombard Pride Newsletter

After carefully reviewing your specifications, we are please to offer you the following quote:

Description: 12 Issues with 12 pagers

Size: Flat: 11 x 17

Final: 8.5 x 11

Stock: 70# Smooth Offset

Prepress: We will furnish Sherpa Color Proofs and backed up SherpaMatic Proofs.

Press: 2/2, Black + PMS

Bindery: Cut Fold Stitch

Packaging: Order packed in convenient cartons*

Quantity	252,000	Additional Cost For Die:	\$0
Unit Price per 1000	\$0.255	Quantity 1	\$1,181
Total Price	\$64,385	Quantity 2	
Tax		Quantity 3	
		Quantity 4	

Additional Charges / Information

Addl for 10 - 12 pagers and 2 - 16 pagers (70# Offset)

Addl for 12 - 12 pagers (70# En. Text)

Addl for 10 - 12 pagers and 2 - 16 pagers (70# En. Text)

Sincerely,

Jimmy Jacques

Account Representative

Rich Alessi

Estimator

THIS QUOTE IS GOOD FOR 30 DAYS ONLY, PRICE SUBJECT TO REVIEW OF FINAL FILES.

* Convenient cartons are cartons that minimize the shipping and handling cost.
** Local delivery is any one location within 50 miles of Quality Color Graphics.

One local delivery included.**



JARRETT PAULL Sales Consultant

18W046 22nd Street * Oakbrook Terrace, Illinois 60181
p: 630.573.1020 f: 630.573.1024 e: oakbrook@printsirspeedy.com
www.sirspeedy.com/oakbrook

MS, CONDITIONS & INSTRUCTIONS FOR

PRINTING OF THE LOMBARD PRIDE NEWSLETTER

2 YEAR CONTRACT

The purpose of this bid is for the printing of the bi-monthly Lombard Pride Newsletter. This bid is for a 2 year contract.

JOB DESCRIPTION

12 Issues of Lombard Pride Newsletter
Bi-Monthly June/July, August/September, October/November, December/January, February/March, April/May
Approximate mail date, first business day of the month.

The price should include the following:

1. Quantity - 21,000
2. 70 lb. Smooth Offset or comparable substitute
3. 2 colors - Black & 1 PMS Color, 2 sides
4. 10 Issues with 12 pages/3-11 X 17 sheets, folded and stapled, final size 8 1/2 X 11 (see sample)
5. 1 Issue with 16 pages/4-11 X 17 sheets, folded and stapled, final size 8 1/2 X 11
6. Drop off at post office bulk mail area, extras dropped off at Village of Lombard
7. Each issue may include photos (Approximately 1-4)
8. May have optional 8 1/2 X 11 insert page
9. Village will supply on disk or via e-mail, on Adobe Page-Maker 7.0 or in design CS3

Your bid should include a price for the 12 page issues and for the 16 page issues and include a total bid cost for all issues. Also a quote on what it would cost to do an optional 8 1/2 X 11 insert page.

Example

Eleven-12 page issues at...\$AAA each = \$AAAA
 One-16 page issues at \$BBB each = \$BBBB
 TOTAL FOR ALL ISSUES \$CCCC
 Optional insert page \$ DDD

Sir Speedy Printing Quotation for Above Job Description

Stock	12 Page Issue	\$9,141.60/issue	\$12,500/issue
70lb. Offset	16 Page Issue	\$9,970.60/issue	\$11,600/issue
70lb Gloss Text			

