



## CITY COUNCIL AGENDA ITEM

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October 27, 2010

To: John Szerlag, City Manager

From: John M. Lamerato, Assistant City Manager/Finance & Administration  
Susan A. Leirstein, Purchasing Director  
James A. Nash, Financial Services Director  
Sandra Kasperek, City Treasurer

Subject: Standard Purchasing Resolution 3: Exercise Renewal Option – Tax Bill Printing Services

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### **Background**

On March 30, 2009, Troy City Council approved a one-year contract to provide printing and mailing services for the 2009 summer and winter tax bills to the lowest acceptable bidder, DivDat of Ferndale, MI, with options to renew for two additional one (1) year tax periods, in accordance with the City Charter and Code. CC Resolution #2009-30-105-F-4d – As amended.

On March 1, 2010, Troy City Council exercised the first one (1) year option to renew the contract under the same pricing, terms and conditions. CC Resolution #2010-03-059-I-4d

Vendor is required to provide laser printed tax bills inserted in envelopes, presorted and delivered to the post office by a specified date.

DivDat of Ferndale, MI, agreed to renew the current contract under the same prices, terms and conditions until December 31, 2011.

The Purchasing Department performed a market survey and based on the results concluded that it is in the City's best interest to exercise the option to renew with DivDat.

### **Recommendation**

City management and the Finance division recommend exercising the second, one (1) year option to renew tax bill printing and mailing services with DivDat of Ferndale, MI, under the same prices, terms and conditions to expire December 31, 2011.

### **Fund Availability**

Funds for these services are available in the printing and postage accounts in the operating budget of the Treasurer's Office.

October 18, 2010

TO: Susan Leirstein  
Purchasing Director

FROM: Julie Hamilton  
Buyer

RE: MARKET SURVEY – PRINTING OF SUMMER/WINTER TAX BILLS

TGI DIRECT – Kim Hannon (800) 337-2237 x 5239

Kim stated that the paper market has been up and down recently. She indicated that it might be a good time to bid out these services since printing vendors are hungry for business. Some companies that may not normally have bid this type of job may bid it now just to stay busy.

DATAMATX, INC – Ron Shear (770) 936-5600

Mr. Shear stated that the printing business is currently stagnant due to the fact that there is a lot of competition from the direct mail houses.

LASERCOM LLC – David Grudzinski (248) 585-2800

Left messages but received no response.

CENTRON DATA SERVICES, INC. - Michael Andrus (800) 732-8787

Per Mr. Andrus, there has been a constant increase in envelope costs whereas paper is less volatile. He would have to pass on the increase in paper only, other costs have remained steady.

Based on these comments further research was conducted by looking at the current bid results of neighboring communities. Of all the bids solicited, Macomb Township most closely resembled Troy's bid specifications. In reviewing Macomb's results, their lowest proposed pricing was slightly higher on all items than that of the City of Troy's current vendor.

Based upon this research, I respectfully recommend that the City accept the offer to renew the contract for the Printing of Summer/Winter Tax Bills with the current vendor. This recommendation is based on the comparison of neighboring communities bid results and the resulting labor involved by City staff to assist a new vendor with the set up of these tax statements.

CC: File



Taxes 9/22/10  
ME

September 22, 2010

ATTN: Stephanie Warren  
DivDat  
10811 Northend  
Ferndale MI 48220

Dear Ms. Warren:

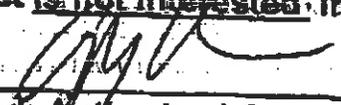
On March 1, 2010, the City of Troy entered into contract #2010-00000806 with DivDat to provide one-year requirements of printing and mailing services for the summer and winter tax bills. This contract contains an additional one-year option to renew under the same prices, terms, and conditions as the original contract.

Please fax this letter back indicating if DivDat wishes <sup>29</sup> to renew this contract until December 31, 2011. Our fax number is (248) 524-3336. It should be understood that this request to renew the contract is subject to a favorable market survey. A request by City staff to determine the successful bidder's interest in renewing the contract in no way obligates the City. The option cannot be exercised without Troy City Council approval and a blanket purchase order issued.

**CHECK ONE:**

**DivDat is interested in renewing the contract under the same prices, terms, and conditions:**

**DivDat is not interested in renewing the contract:**

X   
Signed: Authorized Company Representative

Date: 9/22/2010

Thank you,  
Sandra Kasperek  
Treasurer's Office  
City of Troy

RESOLVED, That Troy City Council hereby **POSTPONES** H-2 *Nominations for Appointments to Boards and Committees: b) Council Nomination: Building Code Board of Appeals* until after such time City Council has the opportunity to meet in a Study Session and evaluate all of the boards and committees or should a need for this appointment emerge.

Yes: McGinnis, Slater, Schilling, Beltramini, Kerwin

No: Howrylak, Fleming

### MOTION CARRIED

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#### H-3 2009-10 Budget Amendment No. 1

Resolution #2010-03-058

Moved by Beltramini

Seconded by McGinnis

RESOLVED, That Troy City Council hereby **APPROVES** 2009-10 Budget Amendment No. 1 as submitted, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

Yes: All-7

No: None

### MOTION CARRIED

## I. CONSENT AGENDA:

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#### I-1a Approval of “I” Items NOT Removed for Discussion

Resolution #2010-03-059

Moved by McGinnis

Seconded by Fleming

RESOLVED, That all items as presented on the Consent Agenda are hereby **APPROVED** as presented with the exception of Items I-2, I-4a, I-4b, and I-4c, which **SHALL BE CONSIDERED** after Consent Agenda (I) items, as printed.

Yes: All-7

No: None

### MOTION CARRIED

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#### I-3 Proposed City of Troy Proclamations: None Submitted

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#### I-4 Standard Purchasing Resolutions:

#### d) Standard Purchasing Resolution 3: Exercise Renewal Option – Tax Bill Printing Services

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Resolution #2010-03-059-I-4d

WHEREAS, On March 30, 2009, a one-year contract to provide printing and mailing services for the 2009 summer and winter tax bills with options to renew for two additional one (1) year tax periods was awarded to the lowest acceptable bidder, DivDat of Ferndale, Michigan (Resolution #2009-03-105-F-4d) as amended; and

WHEREAS, DivDat has agreed to exercise the option to renew the contract for one additional tax year under the same pricing, terms and conditions;

THEREFORE, BE IT RESOLVED, That Troy City Council hereby **EXERCISES** the first one-year option to renew the contract to provide tax bill printing and first class mailing services for the 2010 summer and winter tax bills with DivDat at prices contained in the bid tabulation opened February 25, 2009, with over-runs not to exceed 5% to expire December 31, 2010.

**e) Standard Purchasing Resolution 3: Exercise Renewal Option – Pavement Marking**

Resolution #2010-03-059-I-4e

WHEREAS, On August 11, 2008, a two (2) year contract with an option to renew for one (1) additional year to furnish major street pavement marking was awarded to the low total bidder, R.S. Contracting Inc of Casco Twp, MI (Resolution #2008-08-254-F-4d); and

WHEREAS, R.S. Contracting Inc has agreed to exercise the one-year option to renew the contract under the same pricing, terms and conditions;

THEREFORE, BE IT RESOLVED, That Troy City Council hereby **EXERCISES** the option to renew the contract with R.S. Contracting Inc to furnish major street pavement marking under the same prices, terms and conditions for one year at unit prices contained in the bid tabulation opened July 11, 2008, not to exceed amounts budgeted estimated at \$60,000.00 to expire June 30, 2011.

**f) Standard Purchasing Resolution 1: Award to Low Bidder – Contract 09-10 Supervisory Control and Data Acquisition (SCADA) System Improvements**

Resolution #2010-03-059-I-4f

RESOLVED, That Troy City Council hereby **AWARDS** Contract No. 09-10, SCADA System Improvements to Motor City Electric Technologies, Inc., 9440 Grinnell, Detroit, MI 48213 at an estimated total cost of \$541,808.00; and

BE IT FURTHER RESOLVED, That the award is **CONTINGENT** upon submission of proper contract and bid documents, including bonds, insurance certificates and all specified requirements, and if additional work is required, Troy City Council hereby **AUTHORIZES** such additional work in an amount not to exceed 25% of the total project cost.

**g) Standard Purchasing Resolution 1: Award to Low Bidder – Parking Lot Maintenance**



# CITY COUNCIL ACTION REPORT

February 18, 2010

TO: John Szerlag, City Manager

FROM: John M. Lamerato, Assistant City Manager/Finance and Administration  
Susan A. Leirstein, Purchasing Director  
James A. Nash, Financial Services Director  
Sandra Kasperek, City Treasurer

SUBJECT: Standard Purchasing Resolution 3: Exercise Renewal Option – Tax Bill Printing Services

## **Background**

- On March 30, 2009, Troy City Council approved a one-year contract to provide printing and mailing services for the 2009 summer and winter tax bills to the lowest acceptable bidder, DivDat of Ferndale, MI, with options to renew for two additional one (1) year tax periods. CC Resolution #2009-03-105-F-4d – As amended
- Vendor is required to provide laser printed tax bills inserted in envelopes, presorted and delivered to the post office by a specified date.
- DivDat of Ferndale agreed to renew the current contract under the same prices, terms and conditions until December 31, 2010.
- The Purchasing Department performed a market survey and based on the results concluded that it is in the City's best interest to exercise the option to renew with DivDat.
- DivDat proved to be reliable by meeting required deadlines.

## **Financial Considerations**

- Funds for these services are available in the operating budget of the Treasurer's Office  
Accounts 101.191.253.7901 and 101.191.253.7730

## **Legal Considerations**

- ITB-COT 09-03, to provide tax printing and mailing services for summer and winter tax bills for one year with options to renew for two additional (1) year tax periods was competitively bid, in accordance with the City Charter and Code.

## **Recommendation**

- City management and the Finance Division recommend exercising the first, one (1) year option to renew tax bill printing and mailing services with DivDat of Ferndale, MI, under the same prices, terms and conditions to expire December 31, 2010.

January 27, 2010

TO: Susan Leirstein  
Purchasing Director

FROM: Linda N. Bockstanz  
Associate Buyer

RE: MARKET SURVEY – PRINTING OF SUMMER/WINTER TAX BILLS

TGI DIRECT – Betsy Christianson (810) 237-5252

Betsy has indicated that prices for the printing of Tax bills would stay the same. Base on competition that is out there.

DATAMATX, INC – Robert Grant (770) 936-5600

Mr. Grant told me that his company's material prices would stay the same; even if the paper prices would increase. (Per the Paper Mills - they will increase from 1% to 5%.) Because of competition that is out there – he needs to keep his prices the same.

LASERCOM LLC – David Grudzinski (248) 585-2800

David received information from the Paper Mills that paper will increase 1% or better. He does think at this time he will keep his prices the same on materials. But with Postage cost going to increase – he will have to increase his prices in that area.

CENTRON DATA SERVICES, INC. - Michael Andrus (800-732-8787

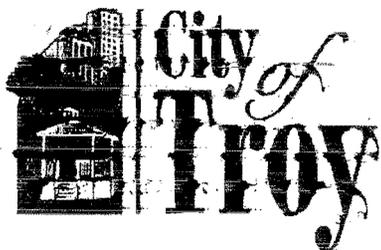
Per Mr. Andrus, there will be an increase in paper costs – about 2% or better – which will affect paper and envelope costs. He will have to increase his costs on some of these items.

OAKLAND COUNTY – Vickie Smith & Tom Papandrea (248) 975-9735

Vickie has indicated that with postage increasing – they would have to pass that cost on to the consumer. Tom has indicated that they buy in bulk (paper and envelopes) and can storage them on site. They have also been working with vendors on the cost of envelopes to keep them down. They were told by the paper mills there would be an increase in paper prices. But since they buy paper in bulk and can store it, their costs would stay the same; unless the paper used is not in their stock and they have to order it from the paper mills.

Based upon the above comments, I respectfully recommend that the City accept the offer to renew the contract for the Printing of Summer/Winter Tax Bills with the current vendor based on the costs of paper will increase in the coming year.

CC: File



January 18, 2010

ATTN: Stephanie Warren  
DIVDAT  
10811 Northend  
Ferndale, MI 48220

Dear Ms. Warren:

On April 1, 2009, the City of Troy entered into contract #2009-00000956 with DIVDAT to provide one-year requirement of laser printed tax bills. This contract contained an option to renew for two additional one year tax periods under the same prices, terms, and conditions as the original contract.

Please fax this letter back indicating if DIVDAT wishes to renew this contract for one additional tax year until December 31, 2010. Our fax number is (248) 524-3328. A request by City staff to determine the successful bidder's interest in renewing the contract in no way obligates the City. The option cannot be exercised without Troy City Council approval and a blanket purchase order issued.

If you have any questions please call me at (248) 524-3333.

**CHECK ONE:**

**DIVDAT is interested in renewing the contract under the same prices, terms, and conditions:**

**DIVDAT is not interested in renewing the contract:**

X *Sandra Kasperek*  
**Signed: Authorized Company Representative**

Date: 1-20-10

Thank you,  
Sandra Kasperek  
Treasurer's Office  
City of Troy

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**F-5 Private Agreement for 1401 Crooks – Phase I – Project No. 08.928.3**

Resolution #2009-03-115-F-5

RESOLVED, That Troy City Council hereby **APPROVES** the Contract for the Installation of Municipal Improvements (Private Agreement) between the City of Troy and 1401 Troy Associates Limited Partnership, for the installation of water main and storm sewer on the site and in the adjacent right of way, and hereby **AUTHORIZES** the Mayor and City Clerk to execute the document, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

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**F-7 Correction to City Council Minutes for Regular Meeting of June 5, 2006**

Resolution #2009-03-115-F-7

RESOLVED, That Troy City Council hereby **APPROVES** the typographical correction made to agenda item D-1 *Adoption of City Ordinance, Chapter 28 – Tree Ordinance and the Landscape Design & Tree Preservation Standards-Resolution #2006-06-234* by **STRIKING** “Broomfield” and **INSERTING** “Beltramini” in the Regular City Council meeting minutes of June 5, 2006.

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**F-8 Approval to Temporarily Waive Parking Restrictions – Smith Middle School**

Resolution #2009-03-115-F-8

RESOLVED, That Troy City Council hereby **WAIVES** the no parking restrictions on Donaldson from Square Lake to Cotswald on May 15, 2009, between the hours of 5:30 PM to 9:30 PM.

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**F-9 Reconsideration of Resolution #2009-03-105-F-4d–Tax Bill Printing Services****a. Vote on Resolution to Reconsider Resolution #2009-03-105-F-4d – Tax Bill Printing Services**

Resolution #2009-03-115-F-9a

RESOLVED, That Troy City Council hereby **RECONSIDERS** Resolution #2009-03-105-F-4d, Moved by Beltramini and Seconded by Eisenbacher as it appears below:

*RESOLVED, That Troy City Council hereby AWARDS a contract to provide printing services for the 2009 Summer and Winter Tax Bills with options to renew for two (2) additional one-year tax periods to the lowest acceptable bidder, DivDat, of Ferndale, MI, at prices contained in the bid tabulation opened February 25, 2009, a copy of which shall be ATTACHED to the original Minutes of this meeting, with a contract expiration of December 31, 2009.*

Yes: Fleming, Kerwin, Schilling, Beltramini, Broomfield, Eisenbacher

No: None

Absent: Howrylak

**MOTION CARRIED**

b. Vote on Resolution to Amend Reconsidered Resolution #2009-03-105-F-4d Standard Purchasing Resolution 2: Bid Award – Lowest Bidder Meeting Specifications – Tax Bill Printing Services

Resolution #2009-03-115-F-9b

RESOLVED, That Troy City Council hereby **AMENDS** Resolution #2009-03-105-F-4d, *Standard Purchasing Resolution 2: Bid Award – Lowest Bidder Meeting Specifications – Tax Bill Printing Services* by INSERTING “*plus the actual cost for first class postage and overruns not to exceed 5%,”* AFTER “meeting”.

c. Vote on Resolution for Reconsidered Resolution #2009-03-105-F-4d Standard Purchasing Resolution 2: Bid Award – Lowest Bidder Meeting Specifications – Tax Bill Printing Services as Amended

Resolution #2009-01-105-F-4d

Moved by Beltramini

Seconded by Eisenbacher

RESOLVED, That Troy City Council hereby **AWARDS** a contract to provide printing services for the 2009 Summer and Winter Tax Bills with options to renew for two (2) additional one-year tax periods to the lowest acceptable bidder, DivDat, of Ferndale, MI, at prices contained in the bid tabulation opened February 25, 2009, a copy of which shall be **ATTACHED** to the original Minutes of this meeting, plus the actual cost for first class postage and overruns not to exceed 5%, with a contract expiration of December 31, 2009.

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**F-1b Address of “F” Items Removed for Discussion by City Council and/or the Public**

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**F-4 Standard Purchasing Resolutions**

a) Standard Purchasing Resolution 2: Bid Award – Low Bidder Meeting Specifications – Asphalt Patching Material - Cold

Resolution #2009-03-116a

**Rescinded August 31, 2009 (Resolution #2009-08-267-F-9)**

Moved by Beltramini

Seconded by Kerwin

RESOLVED, That Troy City Council hereby **AWARDS** a contract to provide one-year requirements of Asphalt Patching Material - Cold to the lowest bidder meeting specifications, Ultimate Epoxy d/a C&D Holdings Limited of Lake Orion, MI, at unit prices contained in the bid tabulation opened March 3, 2009, a copy of which shall be **ATTACHED** to the original Minutes of this meeting, to commence May 1, 2009 and expire February 28, 2010; and

BE IT FURTHER RESOLVED, That the award is **CONTINGENT** upon contractor submission of properly executed bid and proposal documents, including insurance certificates and all other specified requirements.

Yes: All-7



## CITY COUNCIL ACTION ITEM

March 25, 2009

TO: Philip L. Nelson, City Manager

FROM: John M. Lamerato, Assistant City Manager/Finance & Administration  
Susan Leirstein, Purchasing Director  
James A. Nash, Financial Services Director  
Sandra Kasperek, City Treasurer

SUBJECT: Reconsideration of Resolution #2009-03-105-F-4d – Tax Bill Printing Services

### Background

- City Council approved Resolution #2009-03-105-F-4d – Tax Bill Printing Services at their Regular City Council meeting held on Monday, March 23, 2009.
- An omission in the resolution was discovered subsequent to the approval - Postage will be paid for by the City via escrow account. In addition, overruns are limited to 5%.

### Financial Consideration

- Funds for postage are available in the operating budget of the Treasurer's Office, Account #101.191.253.7730

### Legal Consideration

- There are no additional legal considerations associated with this item.

### Policy Consideration

- There are no additional policy considerations associated with this item.

### Options

- City management recommends the use of an escrow account to manage the postal charges associated with the mailing of the City's tax bills.

### Attachment

- There are no attachments associated with this item.

d) **Standard Purchasing Resolution 2: Bid Award – Lowest Bidder Meeting Specifications – Tax Bill Printing Services**

Resolution #2009-03-105-F-4d **Reconsidered: March 30, 2009 Res #2009-03-115-F-9a**

RESOLVED, That Troy City Council hereby **AWARDS** a contract to provide printing services for the 2009 Summer and Winter Tax Bills with options to renew for two (2) additional one-year tax periods to the lowest acceptable bidder, DivDat, of Ferndale, MI, at prices contained in the bid tabulation opened February 25, 2009, a copy of which shall be **ATTACHED** to the original Minutes of this meeting, with a contract expiration of December 31, 2009.

e) **Standard Purchasing Resolution 3: Exercise Renewal Options – Municipal Testing Services**

Resolution #2009-03-105-F-4e

WHEREAS, On March 20, 2006, two (2) three-year contracts to provide professional municipal testing services effective April 1, 2006 through March 31, 2009, with the option to renew for an additional three (3) year period were awarded to Professional Service Industries, Inc. (PSI) and Testing Engineers and Consultants, Inc. (TEC), as a result of a best value process, at prices contained in the bid tabulation opened February 22, 2006 (Resolution #2006-03-143-E4d); and

WHEREAS, Professional Service Industries, Inc. (PSI) and Testing Engineers and Consultants, Inc. (TEC) have offered to renew their contracts for three (3) additional years under the same pricing schedule, terms and conditions as the 2006 contract;

THEREFORE, BE IT RESOLVED, That Troy City Council hereby **EXERCISES** the three-year option to renew the contracts for municipal testing services with Professional Service Industries, Inc. (PSI) of Auburn Hills and Testing Engineers and Consultants, Inc. (TEC) of Troy, MI, under the same pricing schedule, terms and conditions as the 2006 contract with additional services as outlined in their respective rate schedules, effective April 1, 2009 through March 31, 2012, with a provision for an increase based on the consumer price index inflation calculator or the (CPI) computation for the published Urban-Detroit/Ann Arbor Area between the base year of April 2009 and the current contract year, whichever is lower.

f) **Standard Purchasing Resolution 2: Bid Award – Lowest Bidder Meeting Specifications – Vehicle Graphics**

Resolution #2009-03-105-F-4f

RESOLVED, That Troy City Council hereby **AWARDS** a two-year contract to provide Police, Fire and Fleet departments with vehicle graphic material and/or installation, with an option to renew for two additional years, to the lowest acceptable total bidder, Majik Graphics, Inc. of Clinton Township, MI, at unit prices contained in the bid tabulation opened February 11, 2009, a copy of which shall be **ATTACHED** to the original Minutes of this meeting, with a contract expiration of March 31, 2011; and



# CITY COUNCIL ACTION REPORT

March 6, 2009

TO: Phillip L. Nelson, City Manager

FROM: John M. Lamerato, Assistant City Manager/Finance & Administration  
Susan Leirstein, Purchasing Director  
James A. Nash, Financial Services Director  
Sandra Kasperek, Treasurer

SUBJECT: Standard Purchasing Resolution 2: Bid Award-  
Lowest Bidder Meeting Specifications -Tax Bill Printing Services

## **Background**

- On February 25, 2009, bids were received and opened for IBT-COT 09-03 to provide printing services for the 2009 summer and winter tax bills with options to renew for two additional (1) year tax periods.
- 147 vendors were notified via the MITN system.
- Nine (9) bid proposals were received from eight (8) vendors. International Security Products, the apparent low bidder, did not meet specifications by failing to include a sample document demonstrating completion of a similar project.
- Vendors are required to provide laser printed tax bills inserted in envelopes, presorted and delivered to the post office by a specified date.
- The lowest acceptable bidder meeting specifications was DivDat of Ferndale, MI.

## **Financial Considerations**

- Funds for these services are available in the operating budget of the Treasurer's Office, Account #101.191.253.7901.

## **Legal Considerations**

- ITB-COT 09-03 was competitively bid and vendors were given the opportunity to respond with their level of interest in supplying summer and winter tax bill printing services for 2009.

## **Policy Considerations**

- A contract award saves labor costs in personal service, and is a more efficient means of creating and distributing approximately 35,000 tax bills per billing season in a timely manner with little or no disruption to staff or our customers. (Outputs for Priority Funding M,T)

## **Options**

- City management and the Finance division recommend awarding a contract for printing services for the 2009 summer and winter tax bills to the lowest bidder meeting specifications, DivDat of Ferndale, MI, at prices contained in the bid tabulation dated 2/25/09 with a contract expiration of December 31, 2009.

Opening Date -- 2/25/09  
 Date Prepared -- 2/25/09  
 sl

CITY OF TROY  
 BID TABULATION  
 PRINTING OF TAX BILLS

VENDOR NAME:

<b>DIVDAT</b>	Centron Data	Lasercom LLC	Datamatx, Inc.
	Services, Inc.		
CHECK # -	697669728	ON FILE	9117600985 1202182450
CHECK AMOUNT -	<b>\$3,000.00</b>	<b>\$3,000.00</b>	<b>\$3,000.00 \$3,000.00</b>

**PROPOSAL: FURNISH ALL LABOR, MATERIALS, AND EQUIPMENT TO PROVIDE PRINTING SERVICES FOR THE 2009 SUMMER/WINTER TAX BILLS WITH OPTIONS TO RENEW FOR TWO (2) ADDITIONAL ONE-YEAR TAX PERIODS**

EST QTY	DESCRIPTION	\$ PER BILLING	\$ PER BILLING	\$ PER BILLING	\$ PER BILLING
<b>LASER PRINTED TAX BILLS</b>					
10,000	INFORMATION STATEMENT 8.5" x 11" 70# White offset stock <b>COMPLETE FOR THE SUM OF:</b>	\$ 226.00	\$ 485.00	\$ 500.00	\$ 140.00
29,000	TAX STATEMENT 8.5" x 11" 70# White offset stock <b>COMPLETE FOR THE SUM OF:</b>	\$ 655.00	\$ 875.00	\$ 1,450.00	\$ 406.00
35,000	LASER IMPRINT FACE OF STATEMENT <b>COMPLETE FOR THE SUM OF:</b>	\$ 913.00	\$ 875.00	\$ 1,050.00	\$ 1,225.00
<b>ENVELOPES</b>					
35,000	#10 STANDARD WINDOW ENVELOPE 24# White wove stock <b>COMPLETE FOR THE SUM OF:</b>	\$ 737.00	\$ 1,010.00	\$ 805.00	\$ 1,085.00
25,000	#9 REPLY ENVELOPE 24# White wove stock <b>COMPLETE FOR THE SUM OF:</b>	\$ 537.00	\$ 870.00	\$ 625.00	\$ 625.00
<b>FULFILLMENTS</b>					
10,000	INFORMATION STATEMENT Fold form, Insert form into window envelope etc <b>COMPLETE FOR THE SUM OF:</b>	\$ 242.00	\$ 200.00	\$ 250.00	\$ 240.00
25,000	TAX STATEMENT Fold form, Insert form and return envelope into window envelope etc <b>COMPLETE FOR THE SUM OF:</b>	\$ 634.00	\$ 500.00	\$ 625.00	\$ 600.00
<b>SET UP &amp; PROGRAMMING CHARGE</b>					
	<b>COMPLETE FOR THE SUM OF:</b>	\$ -	\$ 100.00	\$ 250.00	\$ 750.00
<b>PRESORT &amp; DELIVER TO POST OFFICE (Do NOT Include Postage)</b>					
35,000	PRESORT <b>COMPLETE FOR THE SUM OF:</b>	\$ 525.00	\$ 175.00	\$ -	\$ 630.00
35,000	DELIVERY TO POST OFFICE <b>COMPLETE FOR THE SUM OF:</b>	\$ -	\$ -	\$ -	\$ -
<b>ESTIMATED GRAND TOTALS:</b>		<b>\$ 8,938.00</b>	<b>\$ 10,180.00</b>	<b>\$ 11,110.00</b>	<b>\$ 11,402.00</b>
<b>COMPLETION SCHEDULE:</b>					
Can meet		XX	XX	XX	XX
Cannot meet					
<b>SERVICE FACILITY:</b>					
Location	10811 Northend Ferndale, MI	1175 Devin Dr. Norton Shores, MI	2230 Elliot Troy, MI	0430 Lakeridge Pkwy Ashland, VA	
Hours of Operations	8 AM to 6 PM	M-F 24/7	M-F 7AM to 7PM	7am-12am M-F	
24HR Phone Number	248-721-2787	800-732-8787	248-670-1120	800-943-5240	

Opening Date -- 2/25/09  
 Date Prepared -- 2/25/09

CITY OF TROY  
 BID TABULATION  
 PRINTING OF TAX BILLS

VENDOR NAME:

		DIVDAT	Centron Data	Lasercom LLC	Datamatx, Inc.
			Services, Inc.		
<b>SAMPLE DOCUMENT</b>	Y or N	Yes	Yes	Yes	Yes
<b>PAYMENT TERMS</b>		Net 30	Net 30	N-30	Net 30
<b>DELIVERY</b>		10 Calendar Days - As Specified			
<b>EXCEPTIONS:</b>		None	None	Blank	None
<b>ACKNOWLEDGEMENT:</b>	Y or N	Yes	Yes	Yes	Yes
<b>COST BREAKDOWN</b>	Y or N	Yes	Yes	Yes	Yes

**DMS:**  
 International Security Products - Paso Robles, CA (\$8580) Reason: No sample document included with bid as specified.

HIGHLIGHTED AREA DENOTES LOWEST ACCEPTABLE BIDDER

**ATTEST:**  
 Debra Painter  
 \_\_\_\_\_  
 Sandra Kasperek  
 \_\_\_\_\_  
 Linda Bockstanz  
 \_\_\_\_\_

\_\_\_\_\_  
 Susan Leirstein CPPB  
 Purchasing Director

Opening Date -- 2/25/09  
 Date Prepared -- 2/25/09

CITY OF TROY  
 BID TABULATION  
 PRINTING OF TAX BILLS

VENDOR NAME:

TGI Direct, Inc	American	University	University
	Mailers, Inc	Lithoprinters, Inc	Lithoprinters, Inc
9110701232	714305286	134106	134106
<b>\$3,000.00</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>

CHECK # -

CHECK AMOUNT -

**PROPOSAL: FURNISH ALL LABOR, MATERIALS, AND EQUIPMENT TO PROVIDE PRINTING SERVICES FOR THE 2009 SUMMER/WINTER TAX BILLS WITH OPTIONS TO RENEW FOR TWO (2) ADDITIONAL ONE-YEAR TAX PERIODS**

EST QTY	DESCRIPTION	\$ PER BILLING	\$ PER BILLING	\$ PER BILLING	\$ PER BILLING
<b>LASER PRINTED TAX BILLS</b>					
10,000	INFORMATION STATEMENT 8.5" x 11" 70# White offset stock <b>COMPLETE FOR THE SUM OF:</b>	\$ 430.00	\$ 972.50	\$ 760.00	\$ 760.00
				ALTERNATE RE-USEABLE ENVELOPE	
29,000	TAX STATEMENT 8.5" x 11" 70# White offset stock <b>COMPLETE FOR THE SUM OF:</b>	\$ 986.00	\$ 1,581.25	\$ 960.00	\$ 960.00
35,000	LASER IMPRINT FACE OF STATEMENT <b>COMPLETE FOR THE SUM OF:</b>	\$ 1,050.00	\$ 1,225.00	\$ 1,590.00	\$ 1,590.00
<b>ENVELOPES</b>					
35,000	#10 STANDARD WINDOW ENVELOPE 24# White wove stock <b>COMPLETE FOR THE SUM OF:</b>	\$ 980.00	\$ 1,045.80	\$ 1,460.00	\$ 1,560.00
25,000	#9 REPLY ENVELOPE 24# White wove stock <b>COMPLETE FOR THE SUM OF:</b>	\$ 650.00	\$ 765.75	\$ 1,030.00	\$ -
<b>FULFILLMENTS</b>					
10,000	INFORMATION STATEMENT Fold form, Insert form into window envelope etc <b>COMPLETE FOR THE SUM OF:</b>	\$ 225.00	\$ 250.00	\$ 1,040.00	\$ 1,040.00
25,000	TAX STATEMENT Fold form, Insert form and return envelope into window envelope etc <b>COMPLETE FOR THE SUM OF:</b>	\$ 485.00	\$ 600.00	\$ 1,975.00	\$ 1,975.00
<b>SET UP &amp; PROGRAMMING CHARGE</b>					
	<b>COMPLETE FOR THE SUM OF:</b>	\$ 775.00	\$ 400.00	\$ -	\$ -
<b>PRESORT &amp; DELIVER TO POST OFFICE (Do NOT Include Postage)</b>					
35,000	PRESORT <b>COMPLETE FOR THE SUM OF:</b>	\$ 90.00	\$ 250.00	\$ -	\$ -
35,000	DELIVERY TO POST OFFICE <b>COMPLETE FOR THE SUM OF:</b>	\$ 40.00	\$ 80.00	\$ -	\$ -
<b>ESTIMATED GRAND TOTALS:</b>		<b>\$ 11,422.00</b>	<b>\$ 14,340.60</b>	<b>\$ 17,630.00</b>	<b>\$ 15,770.00</b>
<b>COMPLETION SCHEDULE:</b>					
Can meet		XX	XX	XX	XX
Cannot meet					
<b>SERVICE FACILITY:</b>					
Location		5365 Hill 23 Dr Flint, MI	100 American Way Detroit, MI	4150 Varsity Dr Ann Arbor, MI	4150 Varsity Dr Ann Arbor, MI
Hours of Operations		6 AM to 11 PM M-F	7 AM to 5 PM	24/6 M-S	24/6 M-S
24HR Phone Number		800-337-2237	248-252-4675	734-973-9414	734-973-9414

Opening Date -- 2/25/09  
 Date Prepared -- 2/25/09

CITY OF TROY  
 BID TABULATION  
 PRINTING OF TAX BILLS

VENDOR NAME:		TGI Direct, Inc.	American Mailers, Inc.	University Lithoprinters, Inc.	University Lithoprinters, Inc.
<b>SAMPLE DOCUMENT</b>	Y or N	No	Yes	No	No
<b>PAYMENT TERMS</b>		Net 30	N-30	Net 30	Net 30
<b>DELIVERY</b>		<b>10 Calendar Days - As Specified</b>			
<b>EXCEPTIONS:</b>		None	No Exceptions	Attached	Accepting our alternate proposal - we will need 5 to 7 extra days to print re-usable envelope only
			Postage must be paid in advance of delivery to PO	To Bid	
		Yes	Yes	Yes	
<b>ACKNOWLEDGEMENT:</b>	Y or N	Yes	Yes	Yes	Yes
<b>COST BREAKDOWN</b>	Y or N	Yes	Yes	Yes	Yes