Print Form

COUNTY DEPARTMENT AGENDA REQUEST

Department/Division: Fayette County Water System

Department Head: Tony Parrott

Presenter, if needed: Tony Parrott

Preferred Meeting Date: March 13, 2008

Wording for the Agenda:

Approval of staff's recommendation to award Bid #649 for the printing of water bill forms and envelopes to the two lowest bidders, H. B. Solutions, and IF IT'S PRINTED, in the total amount of $20,599.78.

Background/History/Details:

H. B. Solutions was low bidder on 363,000 #10 special window envelopes at $7943.29.
H. B. Solutions was low bidder on 50,000 # 10 window envelopes at $1,172.94.

IF IT'S PRINTED was low bidder on 363,000 water bills at $5,118.30.
IT IT'S PRINTED was low bidder on 369,000 #9 regular envelopes at $6,365.25.

What action are you seeking from the Board of Commissioners?

Award of Bid # 649 to the two low bidders as recommended.

If this item requires funding, please describe:

Funding is provided in the FY08 budget in the department's Office Supplies Account.

Has this issue come before the Commissioners in the past? No

If so, when?

Do you need audio-visual for the presentation? No

Back-up Material Submitted? Yes

STAFF USE ONLY

- (●) Finance Review Complete
- (●) Purchasing Review Complete
- ( ) Legal Review Complete
- (●) Administrative Staff Review Complete

Administrator's Approval Yes

Confirmed Meeting Date Thursday, March 13, 2008

- ( ) Recognition/ Presentation
- ( ) Public Hearing
- ( ) Old Business
- ( ) New Business
- (●) Consent
- ( ) Report
- ( ) Other