Print Form

COUNTY DEPARTMENT AGENDA REQUEST

Department/Division: Fayette County Water System

Department Head: Tony Parrott

Presenter, if needed: Tony Parrott

Preferred Meeting Date: April 9, 2009

Wording for the Agenda:

Approval of the Water System Director's recommendation for approval to extend Bid #649, Water Bills and Envelopes, to the two lowest bidders, H. B. Solutions and IF IT'S PRINTED.

Background/History/Details:

These two vendors are the current suppliers of these items for the printing and mailing of water bills and are once again the low bidder.

H. B. Solutions was low bidder on 363,000 #10 special window envelopes at $7943.29.
H. B. Solutions was low bid deron 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?

Extension of Bid # 649 to the two low bidders for the printing of water bills and envelopes.

If this item requires funding, please describe:

Funding is provided in the FY09 budget under Office Supplies.

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, April 9, 2009

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