COUNTY DEPARTMENT AGENDA REQUEST

Department:	Fayette County Water System	Presenter(s):	Tony Parrott
Meeting Date:	Thursday, March 25, 2010	Type of Request:	Consent

Wording for the Agenda:

Approval of staff's recommendation to extend the agreement of Bid #649 for the printing of water bill forms and envelopes to the two lowest bidders, HB Solutions, and IF IT'S PRINTED, for one year, at an aggregate cost of $20,599.78.

Background/History/Details:

The Water System is requesting to extend an agreement with HB Solutions and IF IT'S PRINTED for one additional year. The cost to this extended agreement will not change from what was approved by the Board during its April 9, 2009 meeting.

HB Solutions will provide the Water System 363,000 #10 Special Window Envelopes for $7,943.29, and they will also provide 50,000 #10 Window Envelopes for $1,172.94.

IF IT'S PRINTED will provide the Water System 363,000 Water Bills for $5,118.30, and they will also provide 369,000 #9 Regular Envelopes for $6,265.25.

What action are you seeking from the Board of Commissioners?

Board approval to extend Bid #649 for a period of one year, at an aggregate cost of $20,599.78, to HB Solutions and IF IT'S PRINTED.

If this item requires funding, please describe:

Funding is provided in the Fiscal Year 2010 budget under Office Supplies.

Has this issue come before the Commissioners in the past?	Yes	If so, when?	Friday, April 9, 2010
Do you need audio-visual for the presentation?	No	Back-up Material Submitted?	Yes

STAFF USE ONLY

Approved by Finance	Yes	Reviewed by Legal	Yes
Approved by Purchasing	Yes	Approved by County Clerk	Yes
Administrator's Approval	Yes		

Staff Notes:

Fayette County
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Where Quality Is A Lifestyle

To: Jack Krakeel

From: Tim Jones TJ

Date: March 11, 2010

Subject: Bid #649 Water Bills and Envelopes

In Lisa Quick's attached email, the request was made to extend the agreement for one additional year with the two companies that were awarded by the Board of the subject invitation for bids. HB Solutions was awarded the #10 special window envelopes at $7,943.29 and the #10 window envelopes at $1,172.94. The recommended total for HB Solutions is $9,116.23. If It's Printed was awarded the Water Bills at $5,118.30 and the #9 regular Envelopes at $6,365.25. The recommended total for If It's Printed is $11,483.55. The total recommended amount is $20,599.78.

I concur with Lisa's recommendation to extend this agreement for another year. If this recommendation to extend meets your approval, please place this item on the next available consent agenda. If any additional information is needed, please let me know.

TJ/tcb

Attachment

cc: Tony Parrott
Lisa Quick

Trina Barwicks

From: John Heimlich [john@hbsolusa.com]
Sent: Monday, March 08, 2010 3:01 PM
To: Trina Barwicks
Cc: Daphne Cousson
Subject: RE: Fayette County Bid #649, Water Bills and Envelopes

Good Morning,

HBSolutions will be able to renew for another year at the same pricing as per the letter dated 3-8-10 Bid # 649,

Thanks and have a great day,

John Heimlich
HBSolutions, Inc.
Phone: 678-613-6580
Fax: 770-569-1910

From: Trina Barwicks [mailto:tbarwicks@fayettecountyga.gov]
Sent: Monday, March 08, 2010 9:51 AM
To: john@hbsolusa.com
Subject: Fayette County Bid #649, Water Bills and Envelopes
Importance: High

Good Morning Mr. Heimlich,

Please review and respond to the attached PDF document.

Trina C. Barwicks,
Contract Administrator
Fayette County Purchasing Dept.
140 Stonewall Ave. W., Suite 101
Fayetteville, GA 30214
Office: (770) 305-5314
Fax: (770) 719-5515
tbarwicks@fayettecountyga.gov

"You can lead without being in charge"
"Have I not commanded you? Be strong and courageous! Do not tremble or be dismayed, for the LORD your God is with you wherever you go."(Joshua 1:9)

From: Shaun Milligan [mailto:milligan@ifitsprinted.com]
Sent: Thursday, March 11, 2010 6:56 AM
To: Trina Barwicks
Subject: Water Bills and #9 Envelopes

We will accepted these terms and will honor an extension for 12 months ending June 30, 2011. Water Bills 363,000 @ $5,118.30 and #9 Regular Envelopes 369,000 @ $6,365.25.

Thank you again for this opportunity.

if its Printed!

Shaun Milligan
30 Glenridge Dr.
Newnan, GA 30265
770.253.1243 p/f
404.429.3630 c

Trina Barwicks

From: Lisa M. Quick
Sent: Friday, March 05, 2010 8:28 AM
To: Tim Jones; Trina Barwicks; Sharon Ramsey
Cc: Tony Parrott
Subject: FW: Bid # 649 Water Bills and Envelopes

If possible, we would like to extend the water bill and envelope bid with the same vendors that were awarded the original invitation for bids for another year beginning 7/1/2010 thru 6/30/2011. HB Solutions was awarded #10 special window envelopes at $7,943.29 and the #10 window envelopes at $1,172.94. The requested total for HB Solutions is $9,116.23. If It's Printed was awarded the Water Bills at $5,118.30 and the #9 regular envelopes at $6,365.25. The requested total for If It's Printed is $11,483.55. The total requested amount to extend this bid is $20,599.78.

Lisa Quick
Administrative Manager
Fayette County Water System
Phone 770-320-6018
Fax 770-460-1493
email - lquick@fayettecountyga.gov

Fayette County
GEORGIA

Where Quality Is A Lifestyle

April 14, 2009

Ms. Mary Ann Milligan
If Its Printed
30 Glenridge Drive
Newnan, GA 30265

Dear Ms. Milligan:

The Fayette County Board of Commissioners has agreed to extend part of Bid #649, Water Bills and Envelopes, for one (1) additional year to If Its Printed. The bid price for Water Bills (363,000) for $5,118.30 and #9 Regular Envelopes (369,000) for $6,365.25 shall remain in effect from date of award through June 30, 2010.

We appreciate your interest and participation in this Fayette County bid process. If you have any questions, please do not hesitate to contact me.

Sincerely,

Tim Jones, CPPO
Director of Purchasing

TJ/tcb

attachment

Fayette County
GEORGIA

Where Quality Is A Lifestyle

April 14, 2009

Mr. John Heimlich
HB Solutions
3600 Schooner Ridge
Alpharetta, GA 30005

Dear Mr. Heimlich:

The Fayette County Board of Commissioners has agreed to extend part of Bid #649, Water Bills and Envelopes, for one (1) additional year to HB Solutions. The bid price for #10 Special Window Envelopes (363,000) for $7,943.29 and #10 Window Envelopes (50,000) for $1,172.94 shall remain in effect from date of award through June 30, 2010.

We appreciate your interest and participation in this Fayette County bid process. If you have any questions, please do not hesitate to contact me.

Sincerely,

Tim Jones, CPPO
Director of Purchasing

TJ/tcb

attachment