

COUNCIL COMMUNICATION

From: The City Manager

Subject: Process July/December Property Tax Bills for 2 Years

Manager's Recommendation:

I recommend acceptance of the low bid and issuance of a purchase order to TBF Graphics of Saginaw, Michigan for the printing and mailing of City tax bills at their bid price of \$23,140.00 for the 2009 mailing, and \$24,180.00 for the 2010 mailing for a total cost of \$47,320.00.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this service are budgeted in the Treasurer's Printing and Postage Budget Account Nos. 101-1743-711-80.30 and 101-1743-711-80.15

Justification:

On Tuesday, May 19, 2009 we opened bids for the printing and mailing of tax bills with the results noted below. TBF Graphics will be responsible for printing and mailing approximately 52,000 July and December tax bills based on information received from the Treasurers Office. The bills will be mailed on/or before June 30th and November 30th.

Based on the city's ordinance #(14.21 (D)(1) regarding the City of Saginaw's "In-City Preference", TBF Graphics is the best low qualified bidder to provide this service.

PSC Information Oaks, PA	\$46,878.00
In Source Solutions Group Westerville, OH	\$47,216.00
TBF Graphics Saginaw, MI	\$47,320.00
Triangle Systems Pittsburgh, PA	\$47,528.00
Central Valley Presort Fresno, CA	\$47,840.00

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Mark Altman & Assoc. Hudson, MA	\$47,840.00
360 Services International Livonia, MI	\$51,079.50
Data Matrix, Inc. Atlanta, GA	\$51,752.00
Direct Mail Specialists Celebration, FL	\$53,180.00

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.