



Town of Fountain Hills
16705 East Avenue of the Fountains
Fountain Hills, Arizona 85268
Phone: 480-816-5100
Fax: 480-837-3145
www.fh.az.gov

REQUEST FOR QUOTATION
For
Printing and mailing services for "In the Loop" publication

C2016-127

All quotes due by Wednesday, July 15, 2015, 3:00 P.M., Local Time, Phoenix, Arizona.

The Town of Fountain Hills (the "Town") is seeking a licensed and qualified vendor to provide all material and labor required as described below for a period of one year, with one renewable one-year option.

Section I ~ Project Information

1. Vendor will print and mail copies for three editions of "In the Loop" publication annually.
2. Files will be digitally provided by the Town via email or through a website upload provided by the vendor.
3. Printing specifications:
 - A. Catalog-style publication, saddle stitched, 16-24 pages each.
 - B. Full color, 4/4 process, bleed, on 70# gloss stock.
4. Vendor will provide a hard copy proof to the Town for review and approval prior to mass production.
5. Vendor shall produce 13,000 copies of each edition.
6. Saturation mailing to roughly 12,500 addresses, bundled and delivered to United States Postal Service for bulk mailing. Overages are to be delivered to Fountain Hills Town Hall.
7. The Contract created by this request and the resulting quotation will automatically renew for one successive one-year term, unless the Vendor notifies the Town in writing of its desire to terminate the Contract. If extended, the then-current prices shall be applicable during the subsequent renewal year unless the Vendor notifies the Town in writing of any rate increase and the Town approves the increase with an authorized signature, prior to the end of the then-current term.
8. Interested vendors shall submit the following information with their quotation:
 - A. Print costs per page, per edition, or all inclusive basis.
 - B. Additional fees or charges.

Section II Instructions and Conditions

1. Quantities as described in Section I above are estimates only, based upon available information. The Town reserves the right to adjust the quantities as necessary to meet its needs.
2. All quotations must contain the quoting firm's name and be signed by an authorized agent, officer or employee.
3. Award will be made to the Vendor whose quotation is the most advantageous to the Town.
4. Please attach your Quotation behind the Exhibit A cover sheet and submit this document to the address above.

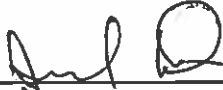
If you need additional information or have questions please contact Rachael Goodwin at 480-816-5135 or by email rgoodwin@fh.az.gov.

Section III – Pricing

The Quotation shall be attached hereto as Exhibit A and shall contain pricing. **Note:** Prices offered shall include applicable state and local taxes.

Section IV – Execution and Submission

By executing this document and submitting a quotation to the Town of Fountain Hills, the authorized agent agrees (i) he/she has read the Town's Standard Terms and Conditions, dated December 3, 2014, as set forth on the Town of Fountain Hills website (www.fh.az.gov/po-terms), which are incorporated into and become a part of the company's quotation offer as if set forth fully herein and (ii) the company shall be bound by the Standard Terms and Conditions, dated December 3, 2014. By signing below the company is offering to provide the services set forth in Exhibit A and upon written acceptance of the company's offer by the Town, it will have entered into a binding agreement. The offer shall be considered held open for 60 days from the quotes due date set forth above.

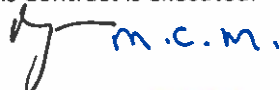
Signature:  Date: 7/13/15
Printed Name: Andrew Dickerson Title: PARTNER
Company Name: ASEA 2 LLC
Address: 10105 - E Via Linda 103-158
City: Scottsdale State: AZ Zip: 85268
Email Address: andy@completeprintshop.com Telephone No. 480-216-1038


Quotations for \$30,000 or greater will not be authorized and will require a formal procurement process.

ACCEPTANCE OF OFFER AND CONTRACT AWARD (For Town of Fountain Hills Use Only)

The Contractor Offer is hereby accepted. The Contractor shall not commence any billable work or provide any materials or service under this Contract prior to the date this Contract is executed.

Town of Fountain Hills, an Arizona municipal corporation

 m.c.m.

, Town Mgr. Date: 7/16/2015
[Name, Title]

Town Attorney Approval: 5170721

EXHIBIT A
TO
REQUEST FOR QUOTATION
FOR
PRINTING AND MAILING SERVICES FOR "IN THE LOOP" PUBLICATION

[Vendor's Quotation]

- All Inclusive pricing for 16 and 24
Page Self. Postage not included.

ASEA 2 LLC

10105 E VIA LINDA 103-158
 SCOTTSDALE, AZ 85258
 (480) 216-1038
 andy@completeprintshop.com

INVOICE**BILL TO**

Town Of Fountain Hills
 16705 E Avenue Of The
 Fountains
 Fountain Hills, AZ 85268

INVOICE # 1300

DATE 07/13/2015

DUE DATE 07/13/2015

TERMS Due on receipt

ACTIVITY	QTY	RATE	AMOUNT
Sales In the Loop print 13,000 24 page self magazines, 4/4 on 70# gloss text, Saturation mailing for 12,520 residents, bundle, deliver to USPS	1	5,695.00	5,695.00
Sales Hard proof to client	1	45.00	45.00
Sales deliver over to client	1	10.00	10.00

SUBTOTAL	5,750.00
TAX (8.3%)	477.25
TOTAL	6,227.25
BALANCE DUE	\$6,227.25

ASEA 2 LLC

10105 E VIA LINDA 103-158
SCOTTSDALE, AZ 85258
(480) 216-1038
andy@completeprintshop.com

INVOICE

BILL TO
Town Of Fountain Hills
16705 E Avenue Of The
Fountains
Fountain Hills, AZ 85268

INVOICE # 1301
DATE 07/15/2015
DUE DATE 07/15/2015
TERMS Due on receipt

ACTIVITY	QTY	RATE	AMOUNT
Sales In the Loop print 13,000 20 page self magazines, 4/4 on 70# gloss text, Saturation mailing for 12,520 residents, bundle, deliver to USPS	1	5,110.00	5,110.00
Sales Hard proof to client	1	45.00	45.00
Sales delivery to client		10.00	10.00
SUBTOTAL			5,165.00
TAX (8.3%)			428.70
TOTAL			5,593.70
BALANCE DUE			\$5,593.70 ✓

ASEA 2 LLC

10105 E VIA LINDA 103-158
 SCOTTSDALE, AZ 85258
 (480) 216-1038
 andy@completeprintshop.com

INVOICE**BILL TO**

Town Of Fountain Hills
 16705 E Avenue Of The
 Fountains
 Fountain Hills, AZ 85268

INVOICE # 1299

DATE 07/13/2015

DUE DATE 07/13/2015

TERMS Due on receipt

ACTIVITY	QTY	RATE	AMOUNT
Sales In the Loop print 13,000 16 page self magazines, 4/4 on 70# gloss text, Saturation mailing for 12,520 residents, bundle, deliver to USPS	1	4,195.00	4,195.00
Sales Hard proof to client	1	45.00	45.00
Sales Delivery of over to client	1	10.00	10.00

SUBTOTAL	4,250.00
TAX (8.3%)	352.75
TOTAL	4,602.75
BALANCE DUE	\$4,602.75



PROPOSAL

DATE July 8, 2015
TO Rachael Goodwin
COMPANY City of Fountain Hills
QUOTE NO 68933

SUBJECT TO OUR STANDARD TERMS AND CONDITIONS, WE QUOTE AS FOLLOWS:

DESCRIPTION	In the Loop Program Guide
TRIM SIZE	17 x 11 folds to 8.5 x 11
PAPER	Prints on: 70# Gloss White Book
INK	Prints 4/4: Side One - 4CP: Side Two - Same: Bleeds
MEDIA	Client to Furnish Output Ready Digital Art Files
PROOFS	O'Neil to Provide: Integris & Epson
FINISHING	Fold/Stitch/Trim
MAILING	This will be a Saturation Mailing of 12,500 Pieces. Overs after Mailing is Complete will be Delivered to the City of Fountain Hills
DELIVERY	Local Delivery to the Post Office Included

<u>In The Loop Program Guide 16 Page Self Cover</u>	<u>In The Loop Program Guide 20 Page Self Cover</u>	<u>In The Loop Program Guide 24 Page Self Cover</u>	<u>Mail Prep Saturation Mailing</u>	<u>Estimated Postage</u>
13,000 = \$4,154.39	13,000 = \$5,400.92	13,000 = \$6,120.03	12,500 = \$297.83	12,500 = \$2,125

Cash on delivery until approval of credit application after which time payment due in Net 30 Days. All orders subject to acceptance by the home office in Phoenix, AZ. Pricing is valid for thirty (30) days from the date of the proposal. Any applicable taxes, freight and postage are additional to this proposal. Written acceptance of Proposal assumes acceptance of Terms and Conditions of Sale and/or Quotation, and must be received prior to the order entering the production process. Please review the Terms and Conditions of Sale and/or Quotation: <http://oneilprint.com/media/docs/TandC.pdf>

O'NEIL REP

Rhonda O'Shea

Rhonda O'Shea

ACCEPTED BY

City of Fountain Hills



Town of Fountain Hills
16705 East Avenue of the Fountains
Fountain Hills, Arizona 85268
Phone: 480-816-5100
Fax: 480-837-3145
www.fh.az.gov

REQUEST FOR QUOTATION
For
Printing and mailing services for "In the Loop" publication
C2016-127

All quotes due by Wednesday, July 15, 2015, 3:00 P.M., Local Time, Phoenix, Arizona.

The Town of Fountain Hills (the "Town") is seeking a licensed and qualified vendor to provide all material and labor required as described below for a period of one year, with one renewable one-year option.

Section I – Project Information

1. Vendor will print and mail copies for three editions of "In the Loop" publication annually.
2. Files will be digitally provided by the Town via email or through a website upload provided by the vendor.
3. Printing specifications:
 - A. Catalog-style publication, saddle stitched, 16-24 pages each.
 - B. Full color, 4/4 process, bleed, on 70# gloss stock.
4. Vendor will provide a hard copy proof to the Town for review and approval prior to mass production.
5. Vendor shall produce 13,000 copies of each edition.
6. Saturation mailing to roughly 12,500 addresses, bundled and delivered to United States Postal Service for bulk mailing. Overages are to be delivered to Fountain Hills Town Hall.
7. The Contract created by this request and the resulting quotation will automatically renew for one successive one-year term, unless the Vendor notifies the Town in writing of its desire to terminate the Contract. If extended, the then-current prices shall be applicable during the subsequent renewal year unless the Vendor notifies the Town in writing of any rate increase and the Town approves the increase with an authorized signature, prior to the end of the then-current term.
8. Interested vendors shall submit the following information with their quotation:
 - A. Print costs per page, per edition, or all inclusive basis.
 - B. Additional fees or charges.

Section II Instructions and Conditions

1. Quantities as described in Section I above are estimates only, based upon available information. The Town reserves the right to adjust the quantities as necessary to meet its needs.
2. All quotations must contain the quoting firm's name and be signed by an authorized agent, officer or employee.
3. Award will be made to the Vendor whose quotation is the most advantageous to the Town.
4. Please attach your Quotation behind the Exhibit A cover sheet and submit this document to the address above.


If you need additional information or have questions please contact Rachael Goodwin at 480-816-5135 or by email rgoodwin@fh.az.gov.

Section III – Pricing

The Quotation shall be attached hereto as Exhibit A and shall contain pricing. Note: Prices offered shall include applicable state and local taxes.

Section IV – Execution and Submission

By executing this document and submitting a quotation to the Town of Fountain Hills, the authorized agent agrees (i) he/she has read the Town's Standard Terms and Conditions, dated December 3, 2014, as set forth on the Town of Fountain Hills website (www.fh.az.gov/po-terms), which are incorporated into and become a part of the company's quotation offer as if set forth fully herein and (ii) the company shall be bound by the Standard Terms and Conditions, dated December 3, 2014. By signing below the company is offering to provide the services set forth in Exhibit A and upon written acceptance of the company's offer by the Town, it will have entered into a binding agreement. The offer shall be considered held open for 60 days from the quotes due date set forth above.

Signature:  Date: 7/15/15
Printed Name: Aaron Quartullo Title: President
Company Name: Biltmore Pro Print
Address: 3108 E. Camelback Rd
City: Phoenix State: AZ Zip: 85016
Email Address: design@biltmoreproprint.com Telephone No. 602-954-6517

Quotations for \$30,000 or greater will not be authorized and will require a formal procurement process.

ACCEPTANCE OF OFFER AND CONTRACT AWARD (For Town of Fountain Hills Use Only)

The Contractor Offer is hereby accepted. The Contractor shall not commence any billable work or provide any materials or service under this Contract prior to the date this Contract is executed.

Town of Fountain Hills, an Arizona municipal corporation

[Name, Title] Date: _____

Town Attorney Approval: 5170721

EXHIBIT A
TO
REQUEST FOR QUOTATION
FOR
PRINTING AND MAILING SERVICES FOR "IN THE LOOP" PUBLICATION

[Vendor's Quotation]



**BILTMORE
PRO ♦ PRINT**

3108 E. Camelback Road, Phoenix, Arizona 85016
TEL (602) 954-6517 • FAX (602) 224-5590

PRICE ESTIMATE

CUSTOMER: TOWN OF FOUNTAIN HILLS DATE: 07-15-15 SALESPERSON: Aaron
CONTACT NAME: RACHAEL GOODWIN PHONE: 480-816-5100 FAX: _____
ADDRESS: _____ MOBILE: _____

Description: Newsletter 8 3/8 x 10 7/8
Stock: 70lb. gloss book
Ink: 4/4
Binding: Saddle stitch
Mailing: Inkjet, sort and mail 12,500
Delivery: 500 to Fountain Hills Town Hall
Proof: PDF

	16pg.	24pg.
13,000:	\$4,494.45	\$5,187.57

Thank you for the opportunity to quote on your printing needs.

Aaron Quartullo

*All price estimates verbal and written are subject to change upon visual inspection of the job.
Price quotes are valid for 30 days only*