#### <u>RFP 21MISC14</u> PRINTING SERVICES FOR FREDERICK COUNTY PUBLIC SCHOOLS FACT SHEET

A. **Overview:** This recommendation is to establish a contract with firms for printing, bindery, pre-press and related printing and graphic services as specified by FCPS. This contract shall include all labor, materials and equipment, and delivery required to complete printing projects. Proposals were received May 6, 2021.

#### 1. Bid participation:

16 proposal downloads 8 proposals submitted

#### 2. Bids were received from:

FORMost Graphic Communications, Inc, (Gaithersburg, MD) Graphic Visions Associates, (Gaithersburg, MD) Graphics Universal, Inc, (Greencastle, PA) Indiana Printing and Publishing Company, Inc, (Indiana, PA) KM Printing, LLC dba Strategic Factory (Owings Mills, MD) E John Schmitz and Sons, Inc dba Schmitz Press (Sparks, MD) Sydar of DC, LLC (Washington, DC) Valley Graphic Services, Inc (Frederick, MD)

#### 3. Other Facts:

- The contract term will be effective from June 1, 2021 through May 31, 2024, with one additional two-year renewal option available.
- Printing work covered by this contract will be quoted by the Document Production Specialist with the approved printing vendors, per job specific specifications and requirements.
- This is an open requirement type contract. FCPS is not obligated to purchase any specific quantity or dollar amount from any of the awarded vendors.
- Selection was based on a total score of each vendor's technical and cost proposals. Cost scores were based on a market basket of previous printing jobs.
- Progress Printing Plus and Revelae Group submitted "no-bid" responses to the RFP.
- This contract will be administered by Brandon Oland, Communications Manager, Public Affairs.
- 4. **Source of Funding:** FY21 Approved Operating Budget and contingent upon Board approval of FY22, FY23, and FY24 Operating Budgets.

B. Recommendation: Staff recommends that RFP 21MISC14 Printing Services for Frederick County Public Schools, be awarded to FORMost Graphic Communications, Inc, of Gaithersburg, MD, Graphics Universal, Inc, of Greencastle, PA, KM Printing, LLC dba Strategic Factory, Owings Mills, MD, and Valley Graphic Services, Inc, of Frederick, MD.

#### C. Action taken by the Board (Purchasing use only):

SG Approved	Denied	Deferred	Other	BM/sg
5/26/21 Date	Date	Date	Date	BOE Meeting: 05.26.21

			Cost Score	Total Score
NO	VENDOR	Average Technical Score (70)	(30)	(100)
1	KM Printing	63	22.7	85
2	FORMost Graphic Communications	58	25.6	84
3	Graphics Universal	64	19.6	84
4	Valley Graphic Service	60	20.6	81
5	Graphic Visions	64	13.7	77
6	SyDar of DC	52	14.8	66
7	Schmitz Press	54	4.4	58
8	Indiana Printing and Publishing	37	0.6	38
9	Progress Printing Plus	0	-	
10	Revelae Group	0	-	

### RFP 21MISC14 Printing Services for Frederick County Public Schools Scoring Summary

1	Vendor I FORMost Graphic		Vendor Name		vende	or Name	Vendor		Vendor	manne	Vendo	or Name	Vend	Vende	lor Name	
PRINT JOB DESCRIPTION	Inc	· · · · · · · · · · · · · · · · · · ·	Graphic Vision	n Associates	Graphics U	Universal, Inc	Indiana Printing : Compan	U	KM Print	ing, LLC	Schmi	itz Press	SyDar (	of DC, LLC	Valley Grap	ohic Servi
Book (Tape-Bound, Black, Color Cover) Finished Size: 8.5 x 11	Price for 50	\$ 280.05	Price for 50	\$ 804.00	Price for 50	¢	Price for 50		Price for 50	¢ 595 (	Price for 50	NO Pid	Price for 50	¢ 222 (	Price for 50	¢
<b>Text Pages</b> : 160, double-sided (164 total with covers) <b>Ink Color</b> : Black, both sides, 1/1	D: 6 100	\$ 289.95	<b>D</b> : 6 100	\$ 894.00	D: 6 100	\$	441.00	No Bid	D: 6 100	\$ 585.0		NO Bid	D: 6 100	\$ 822.00		\$
Stock: 24/60# White Covers: White card stock, front outside cover 4 C/P or Digital Color, front inside	Price for 100	\$ 552.97	Price for 100	\$ 1,760.00	Price for 100	\$	Price for 100 734.00	No Bid	Price for 100	\$ 975.0	Price for 100	NO Bid	Price for 100	\$ 1,512.00	Price for 100	\$
cover and back cover blank Finishing: Tape Bind	Price for 150		Price for 150		Price for 150		Price for 150		Price for 150		Price for 150		Price for 150		Price for 150	
	<u> </u>	\$ 816.00		\$ 2,450.00		\$ 1	029.00	No Bid		\$ 1,390.0		NO Bid		\$ 2,202.00		\$
Book (Spiral Coil-Bound, Black, Color Cover) Finished Size: 8.5 x 11 Text Pages: 160, double-sided (164 total with covers)	Price for 50	\$ 289.95	Price for 50	\$ 765.00	Price for 50	\$	Price for 50 642.00	No Bid	Price for 50	\$ 447.0	Price for 50	\$ 752.00	Price for 50	\$ 822.00	Price for 50	\$
Ink Color: Black, both sides, 1/1 Stock: 24/60# White	Price for 100		Price for 100		Price for 100		Price for 100		Price for 100		Price for 100		Price for 100		Price for 100	_
<b>Covers</b> : White card stock, front outside cover 4 C/P or Digital Color, front inside cover and back cover blank		\$ 552.97		\$ 1,420.00		\$ 1	098.00	No Bid		\$ 595.0		\$ 962.00		\$ 1,512.00		\$
Finishing: Plastic Spiral Coil	Price for 150		Price for 150		Price for 150		Price for 150		Price for 150		Price for 150		Price for 150		Price for 150	
		\$ 816.00		\$ 1,978.00		\$ 1	579.00	No Bid		\$ 895.0		\$ 1,164.00		\$ 2,202.00	)	\$
Booklet (Small – School Handbook) Finished Size: 5.5 x 8.5 Fext Pages: 24, double-sided (28 total with covers)	Price for 50	\$ 172.93	Price for 50	\$ 175.00	Price for 50	\$	Price for 50 140.00	No Bid	Price for 50	\$ 189.0	Price for 50	\$ 936.00	Price for 50	\$ 350.40	Price for 50	\$
Ink Color: Black, both sides, 1/1 Stock: 20/50# White	Price for 100		Price for 100		Price for 100		Price for 100		Price for 100		Price for 100		Price for 100		Price for 100	
Covers: Canary card stock, both covers print black only, 1/1 Finishing: Saddle stitch		\$ 248.28		\$ 225.00		\$	185.00	No Bid		\$ 209.0	0	\$ 957.00		\$ 573.60	0	\$
	Price for 150	\$ 323.63	Price for 150	\$ 270.00	Price for 150	s	Price for 150 230.00	No Bid	Price for 150	\$ 228.0	Price for 150	\$ 978.00	Price for 150	\$ 802.80	Price for 150	\$
Booklet (Large – Calendar Handbook) Finished Size: 11 x 8.5 (horizontal	Price for 55,000	φ 525.05	Price for 55,000	\$ 270.00	Price for 55,000	φ	Price for 55.000		Price for 55,000	ψ 220.0	Price for 55,000	φ 278.00	Price for 55,000		Price for 55,000	ф 
bornat) <b>Ext Pages</b> : 56, double-sided (60 total with covers)	File 101 55,000		File 101 55,000		Flice 101 55,000		File 101 55,000		File 101 55,000		File 101 55,000		Flice 101 55,000		Flice 101 55,000	
nk Color: PMS & Black, both sides, 2/2																
Stock: 24/60# White Offset Covers: 65# White Vellum Cover, PMS & Black, 2/2 Bleeds all sides		\$ 46,829.15				\$ 29	260.00									
<b>Finishing</b> : Saddle stitch (11 x 8.5), Drill – 1 hole 1/8" Distribution list (bundled and labeled by recipient and quantity)																
Brochure (Trifold) Finished Size: 11 x 8.5	Price for 100		Price for 100	\$ 33,850.00	Price for 100		Price for 100	\$ 37,655.09	Price for 100	\$ 39,985.0	0 Price for 100	\$ 33,415.00	Price for 100	\$ 38,348.59	59 Price for 100	
Pages: 2, double-sided	File for foo	\$ 54.69	Flice for 100	\$ 135.00	File for foo	\$	99.00	No Bid	File Ioi 100	\$ 65.0		\$ 302.00	File for 100	\$ 192.00		\$
nk Color: 4 C/P or Digital color, both sides Stock: 70# Smooth White	Price for 500	\$ 120.07	Price for 500	\$ 295.00	Price for 500	\$	Price for 500	No Bid	Price for 500	\$ 145.0	0 Price for 500	\$ 341.00	Price for 500	\$ 353.00	Price for 500	\$
F <b>inishing</b> : Fold in thirds	Price for 1,000	\$ 210.57	Price for 1,000	\$ 450.00	Price for 1,000	¢	240.00 Price for 1,000	No Bid	Price for 1,000	\$ 239.0	Price for 1,000	\$ 393.00	Price for 1,000	\$ 507.00	Price for 1,000	¢
Business Card Finished Size: 3.5 x 2	Price for 500	\$ 210.57	Price for 500	\$ 450.00	Price for 500	\$	Price for 500	No Bid	Price for 500	\$ 239.0	Price for 500	\$ 393.00	Price for 500	\$ 507.0	Price for 500	\$
nk Color: 4 C/P or Digital color, one side only	File for 500	\$ 15.42	Flice for 500	\$ 120.00	File 101 500	\$	27.50	No Bid	File IOI 500	\$ 34.0		NO Bid	File for 500	\$ 75.00	0	\$
Stock: 80# or 100# Smooth White Cover	Price for 1,000	\$ 27.15	Price for 1,000	\$ 165.00	Price for 1,000	\$	33.00 Price for 1,000	No Bid	Price for 1,000	\$ 44.0	0 Price for 1,000	NO Bid	Price for 1,000	\$ 110.00	Price for 1,000	\$
RES Test	Price for 500		Price for 500		Price for 500		Price for 500		Price for 500		Price for 500		Price for 500		Price for 500	-
Finished Size: 8.5 x 11 Fext Pages: 14, double-sided Ink Color: Black, both sides, 1/1 Stock: 20/50#		\$ 288.85		\$ 365.00		\$	315.00	No Bid		\$ 398.0	0	\$ 813.00		\$ 462.80	3	\$
White C <b>overs</b> : None	Price for 1,000	¢ 577.00	Price for 1,000	¢ (00 00	Price for 1,000	¢	Price for 1,000	N. D'I	Price for 1,000	¢ 500.0	Price for 1,000	¢ 1.264.00	Price for 1,000	\$ 770.90	Price for 1,000	¢
Finishing: Corner stitch, upper left Distribution list (bundled and labeled by recipient and quantity)		\$ 577.69		\$ 686.00		\$	630.00	No Bid		\$ 588.0		\$ 1,364.00		\$ 770.90		\$
	Price for 3,000	\$ 1,733.08	Price for 3,000	\$ 1,300.00	Price for 3,000	\$ 1	Price for 3,000 890.00	No Bid	Price for 3,000	\$ 1,578.0	Price for 3,000	\$ 3,568.00	Price for 3,000	\$ 2,206.10	Price for 3,000	\$
Envelope (Regular) Size: #10 Regular	Price for 500		Price for 500	\$ 100.00	Price for 500	\$	78.75 Price for 500		Price for 500		Price for 500	No Bid	Price for 500		Price for 500	
Ink Color: Black or PMS, front only, 1/0 Stock: 24# White Wove		\$48.59 / \$75.07						No Bid		\$ 64.0	0			\$ 60.00	0	\$
	Price for 1,000		Price for 1,000		Price for 1,000		Price for 1,000		Price for 1,000		Price for 1,000	No Bid	Price for 1,000		Price for 1,000	
		\$73.31 / \$99.79		\$ 150.00		\$	94.50	No Bid		\$ 75.0				\$ 90.00		\$
-	Price for 5,000	\$220.57 / \$247.06	Price for 5,000	\$ 365.00	Price for 5,000	\$	262.50 Price for 5,000	No Bid	Price for 5,000	\$ 209.0	0 Price for 5,000	No Bid	Price for 5,000	\$ 400.00	00 Price for 5,000	\$
Envelope (Window)	Price for 500		Price for 500	\$ 105.00	Price for 500	\$	82.00 Price for 500		Price for 500		Price for 500	No Bid	Price for 500		Price for 500	
Size: #10 Standard Left Window ink Color: Black or PMS, front only, 1/0		\$51.57 / \$78.02						No Bid		\$ 69.0	0			\$ 62.00	3	\$
Stock: 24# White Wove	Price for 1,000	\$78.46 / \$104.94	Price for 1,000	\$ 165.00	Price for 1,000	\$	99.00 Price for 1,000	No Bid	Price for 1,000	\$ 78.0	0 Price for 1,000	No Bid	Price for 1,000	\$ 92.00	00 Price for 1,000	\$
-	Price for 5,000	\$242.64 / \$269.13	Price for 5,000	\$ 390.00	Price for 5,000	\$	275.00 Price for 5,000	No Bid	Price for 5,000	\$ 218.0	0 Price for 5,000	No Bid	Price for 5,000	\$ 410.00	00 Price for 5,000	\$
Form (NCR-2, Small) Size: 5.5 x 8.5 (nk Color: Black, front only, 1/0 Stock: 2-Part NCR; white, canary Finishing:	Price for 500	\$ 61.80	Price for 500	\$ 100.00	Price for 500	\$	120.00 Price for 500	No Bid	Price for 500	\$ 195.0	0 Price for 500	No Bid	Price for 500	\$ 111.80	Price for 500	\$
Glue along top edge (5.5)	Price for 1,000	\$ 79.46	Price for 1,000	\$ 165.00	Price for 1,000	\$	155.00 Price for 1,000	No Bid	Price for 1,000	\$ 280.0	0 Price for 1,000	No Bid	Price for 1,000	\$ 182.00	Price for 1,000	\$
-	Price for 3,000	\$ 175.10	Price for 3,000	\$ 460.00	Price for 3,000	\$	297.00 Price for 3,000	No Bid	Price for 3,000	\$ 348.0	0 Price for 3,000	No Bid	Price for 3,000	\$ 920.40	Price for 3,000	\$
Form (NCR-2, Large) Size: 8.5 x 11	Price for 500	\$ 79.46	Price for 500	\$ 175.00	Price for 500	¢.	Price for 500	No Bid	Price for 500	\$ 218.0	Price for 500	No Bid	Price for 500	\$ 183.30	Price for 500	¢
<b>nk Color</b> : Black, front only, 1/0 <b>Stock</b> : 2-Part NCR; white, canary <b>Finishing</b> : Glue along top edge (8.5)	Price for 1,000		Price for 1,000		Price for 1,000	φ	Price for 1.000		Price for 1,000		Price for 1.000	No Bid	Price for 1,000		Price for 1.000	φ
		\$ 119.19		\$ 235.00		\$	212.00	No Bid		\$ 305.0	0			\$ 327.60	50	\$
	Price for 3,000	\$ 286.93	Price for 3,000	\$ 675.00	Price for 3,000	\$	495.00 Price for 3,000	No Bid	Price for 3,000	\$ 430.0		No Bid	Price for 3,000	\$ 916.50	50 Price for 3,000	\$
Form (NCR-3, Large) Size: 8.5 x 11 nk Color: Black, front only, 1/0 Stock: 3-Part NCR; white, canary, pink	Price for 500	\$ 113.30	Price for 500	\$ 200.00	Price for 500	\$	185.00 Price for 500	No Bid	Price for 500	\$ 241.0	0 Price for 500	No Bid	Price for 500	\$ 278.20	Price for 500	\$
Finishing: Glue along top edge (8.5)	Price for 1,000	\$ 169.22	Price for 1,000	\$ 380.00	Price for 1,000	\$	Price for 1,000	No Bid	Price for 1,000	\$ 330.0	Price for 1,000	No Bid	Price for 1,000	\$ 517.40	Price for 1,000	\$
	Price for 3,000		Price for 3,000		Price for 3,000		Price for 3.000		Price for 3,000		Price for 3,000	No Bid	Price for 3,000		Price for 3.000	¢
Pad	Price for 5,000	\$ 445.85	Price for 5,000	\$ 850.00	Price for 5,000	\$	786.00 Price for 5,000	No Bid	Price for 5,000	\$ 495.0	0 Price for 5,000		Price for 5,000	\$ 1,483.30	Price for 5,000	\$
Size: 5.5 x 8.5			File 101 5,000		FILCE IOI 5,000		Flice for 5,000		Frice for 5,000		File 101 5,000		File 101 5,000		File 101 5,000	
nk Color: Black, front only, 1/0 Stock: 20/50# Pastel Green		\$ 161.86						No Bid								
Finishing: Pad 200 pads with 25 sheets per pad with chipboard. Glue along top dge (5.5)	I			\$ 350.00		\$	260.00			\$ 185.0	0	\$ 495.00		\$ 364.00	0	\$
Poster (Small) Size: 11 x 17 nk Color: 4 C/P or digital, front only	Price for 10	\$ 44.14	Price for 10	\$ 175.00	Price for 10	\$	62.00 Price for 10	No Bid	Price for 10	\$ 39.0	0 Price for 10	No Bid	Price for 10	\$ 18.90	Price for 10	\$
Stock: Poster stock	Price for 10 (laminated) Price for 25	\$ 62.54 \$ 110.36	Price for 10 (laminated) Price for 25	\$ 300.00 \$ 400.00	Price for 10 (laminated) Price for 25	\$	88.00         Price for 10 (laminated)           108.00         Price for 25	No Bid No Bid	Price for 10 (laminated) Price for 25	\$ 49.0 \$ 42.0	0 Price for 10 (laminated) 0 Price for 25	) No Bid No Bid	Price for 10 (laminated Price for 25	ed) \$ 60.90 \$ 47.2:	<ul><li>Price for 10 (laminated)</li><li>Price for 25</li></ul>	1) \$ \$
	Price for 25 (laminated)	\$ 110.36 \$ 156.34	Price for 25 (laminated)		Price for 25 (laminated)	\$	144.00         Price for 25 (laminated)		Price for 25 (laminated)	Ф <u>-</u>	0 Price for 25 (laminated)		Price for 25 (laminated		25 Price for 25 (laminated)	d) \$
	Price for 50	\$ 183.93	Price for 50	\$ 750.00	Price for 50		174.00 Price for 50	No Bid	Price for 50	\$ 52.0	0	No Bid		\$ 94.50		\$
	Price for 50 (laminated)	\$ 257.51 \$ 132.43	Price for 50 (laminated) Price for 10	\$ 1,225.00 \$ 300.00	Price for 50 (laminated) Price for 10	Ŷ	238.00         Price for 50 (laminated)           108.00         Price for 10	No Bid No Bid	Price for 50 (laminated) Price for 10	\$ 74.0 \$ 149.0	0 Price for 50 (laminated) 0 Price for 10	) No Bid No Bid	Price for 50 (laminated Price for 10	ed) \$ 304.50 \$ 136.50	50Price for 50 (laminated)50Price for 10	1) \$
Finishing: Please also list the cost for optional lamination.	Price for 10	41/14					100.00				0 Price for 10 (laminated)		Price for 10 (laminated		50 Price for 10 (laminated)	d)
Finishing: Please also list the cost for optional lamination. Poster (Medium) Size: 18 x 24 Ink Color: 4 C/P or digital, front only	Price for 10 Price for 10 (laminated)	\$ 187.61	Price for 10 (laminated)	\$ 500.00	Price for 10 (laminated)	\$	142.00 Price for 10 (laminated)	No Bid	Price for 10 (laminated)	\$ 168.0			Thee for to (laminate	φ 1))		
Finishing: Please also list the cost for optional lamination. Poster (Medium) Size: 18 x 24 Ink Color: 4 C/P or digital, front only Stock: Poster stock	Price for 10 (laminated) Price for 25	\$ 187.61 \$ 331.08	Price for 25	\$ 750.00	Price for 25	\$	218.00 Price for 25	No Bid	Price for 25	\$ 235.0	0 Price for 25	No Bid	Price for 25	\$ 341.2	25 Price for 25	
Finishing: Please also list the cost for optional lamination. Poster (Medium) Size: 18 x 24	Price for 10 (laminated)	\$ 187.61		\$ 750.00		\$	T 12.00	No Bid		\$ 235.0	0 Price for 25 0 Price for 25 (laminated)	No Bid	Price for 25 Price for 25 (laminated	\$ 341.2	<ul><li>Price for 25</li><li>Price for 25 (laminated)</li></ul>	1)

# RFP 21MISC14 Printing Services for Frederick County Public Schools Bid Tabulation

		Vendor Name FORMost Graphic Communications, Inc			Vendor Name		Vendor Name Graphics Universal, Inc			Vendor N	Name	Vendor Name			Vendor Name			Vendor Name		Vendor Name		
ITEM	PRINT JOB DESCRIPTION			ions,	Graphic Vision Associates					Indiana Printing and Publishing Company, Inc		KM Printing, LLC			Schmitz Press		SyDar of DC, LLC		2	Valley Graphic Service, Inc		
	er (Large) Size: 24 x 36	Price for 10	\$	264.86	Price for 10	\$	410.00	Price for 10	\$	164.00	Price for 10	No Bid	Price for 10	\$ 2	25.00 Pric	e for 10	No Bid	Price for 10	\$	252.00	Price for 10	NO Bid
	Ink Color: 4 C/P or digital, front only         Stock: Poster stock         Finishing: Please also list the cost for optional lamination.	Price for 10 (laminated)	\$	375.22	Price for 10 (laminated)	\$	800.00	Price for 10 (laminated)	\$	208.00	Price for 10 (laminated)	No Bid	Price for 10 (laminated)	\$ 2'	78.00 Price for	0 (laminated)	No Bid	Price for 10 (lamin	ated) \$	378.00	Price for 10 (laminated)	NO Bid
		Price for 25	\$	662.16	Price for 25	\$	900.00	Price for 25	\$	322.00	Price for 25	No Bid	Price for 25	\$ 29	95.00 Pric	e for 25	No Bid	Price for 25	\$	630.00	Price for 25	NO Bid
10		Price for 25 (laminated)	\$	938.05	Price for 25 (laminated)	\$	1,500.00	Price for 25 (laminated)	\$	308.00	Price for 25 (laminated)	No Bid	Price for 25 (laminated)	\$ 4	Price for 2	25 (laminated)	No Bid	Price for 25 (lamin	ated) \$	945.00	Price for 25 (laminated)	NO Bid
		Price for 50	\$ 1	,103.59	Price for 50	\$	1,700.00	Price for 50	\$	586.00	Price for 50	No Bid	Price for 50	\$ 54	14.00 Pric	e for 50	No Bid	Price for 50	\$	1,260.00	Price for 50	NO Bid
		Price for 50 (laminated)	\$ 2	2,317.55	Price for 50 (laminated)	\$	2,750.00	Price for 50 (laminated)	\$	742.00	Price for 50 (laminated)	No Bid	Price for 50 (laminated)	\$ 6	Price for S	0 (laminated)	No Bid	Price for 50 (lamin	ated) \$	1,890.00	Price for 50 (laminated)	NO Bid

2 These are sample proposals and the price quoted will be used as comparable pricing for future like jobs, please maintain

current printing industry standards for comparative purposes.

## RFP 21MISC14 Printing Services for Frederick County Public Schools Bid Tabulation