

RFP 21MISC14
PRINTING SERVICES FOR FREDERICK COUNTY PUBLIC SCHOOLS
(RENEWAL)

FACT SHEET

A. **Overview:** This recommendation is to renew the 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.

1. **Other Facts:**

- The contract term will be effective from June 1, 2024 through May 31, 2026, with no 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.
- This contract will be administered by Brandon Oland, Communications Manager, Public Affairs.

2. **Source of Funding:** FY25 Approved Operating Budget and contingent upon Board approval of FY26 and FY27 Operating Budgets.

B. **Recommendation:** Staff recommends that RFP 21MISC14 Printing Services for Frederick County Public Schools, be renewed to FORMost Graphic Communications, Inc, Graphics Universal, Inc, KM Printing, LLC dba Strategic Factory, and Valley Graphic Services, Inc.

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

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> Deferred	<input type="checkbox"/> Other	RM/sg
05.01.24 Date	_____ Date	_____ Date	_____ Date	BOE Meeting: 05.01.24

**RFP 21MISC14, PRINTING SERVICES FOR FREDERICK COUNTY PUBLIC SCHOOLS
SUMMARY OF RENEWAL**

ITEM	PRINT JOB DESCRIPTION	FORMost Graphic Communications, Inc		Graphics Universal, Inc		KM Printing, LLC		Valley Graphic Service, Inc	
		Price	\$	Price	\$	Price	\$	Price	\$
1	Book (Tape-Bound, Black, Color Cover) Finished Size: 8.5 x 11 Text Pages: 160, double-sided (164 total with covers) Ink Color: Black, both sides, 1/1 Stock: 24/60# White Covers: White card stock, front outside cover 4 C/P or Digital Color, front inside cover and back cover blank Finishing: Tape Bind	Price for 50	\$ 289.95	Price for 50	\$ 441.00	Price for 50	\$ 585.00	Price for 50	\$ 756.00
		Price for 100	\$ 552.97	Price for 100	\$ 734.00	Price for 100	\$ 975.00	Price for 100	\$ 1,150.00
		Price for 150	\$ 816.00	Price for 150	\$ 1,029.00	Price for 150	\$ 1,390.00	Price for 150	\$ 1,540.00
2	Book (Spiral Coil-Bound, Black, Color Cover) Finished Size: 8.5 x 11 Text Pages: 160, double-sided (164 total with covers) Ink Color: Black, both sides, 1/1 Stock: 24/60# White Covers: White card stock, front outside cover 4 C/P or Digital Color, front inside cover and back cover blank Finishing: Plastic Spiral Coil	Price for 50	\$ 289.95	Price for 50	\$ 642.00	Price for 50	\$ 447.00	Price for 50	\$ 725.00
		Price for 100	\$ 552.97	Price for 100	\$ 1,098.00	Price for 100	\$ 595.00	Price for 100	\$ 1,096.00
		Price for 150	\$ 816.00	Price for 150	\$ 1,579.00	Price for 150	\$ 895.00	Price for 150	\$ 1,455.00
3	Booklet (Small – School Handbook) Finished Size: 5.5 x 8.5 Text Pages: 24, double-sided (28 total with covers) Ink Color: Black, both sides, 1/1 Stock: 20/50# White Covers: Canary card stock, both covers print black only, 1/1 Finishing: Saddle stitch	Price for 50	\$ 172.93	Price for 50	\$ 140.00	Price for 50	\$ 189.00	Price for 50	\$ 167.00
		Price for 100	\$ 248.28	Price for 100	\$ 185.00	Price for 100	\$ 209.00	Price for 100	\$ 243.00
		Price for 150	\$ 323.63	Price for 150	\$ 230.00	Price for 150	\$ 228.00	Price for 150	\$ 315.00
4	Booklet (Large – Calendar Handbook) Finished Size: 11 x 8.5 (horizontal format) Text Pages: 56, double-sided (60 total with covers) Ink Color: PMS & Black, both sides, 2/2 Stock: 24/60# White Offset Covers: 65# White Vellum Cover, PMS & Black, 2/2 Bleeds all sides Finishing: Saddle stitch (11 x 8.5), Drill – 1 hole 1/8" Distribution list (bundled and labeled by recipient and quantity)	Price for 55,000	\$ 46,829.15	Price for 55,000	\$ 29,260.00	Price for 55,000	\$ 39,985.00	Price for 55,000	NO Bid
5	Brochure (Trifold) Finished Size: 11 x 8.5 Pages: 2, double-sided Ink Color: 4 C/P or Digital color, both sides Stock: 70# Smooth White Finishing: Fold in thirds	Price for 100	\$ 54.69	Price for 100	\$ 99.00	Price for 100	\$ 65.00	Price for 100	\$ 68.00
		Price for 500	\$ 120.07	Price for 500	\$ 158.00	Price for 500	\$ 145.00	Price for 500	\$ 147.00
		Price for 1,000	\$ 210.57	Price for 1,000	\$ 240.00	Price for 1,000	\$ 239.00	Price for 1,000	\$ 214.00
6	Business Card Finished Size: 3.5 x 2 Ink Color: 4 C/P or Digital color, one side only Stock: 80# or 100# Smooth White Cover	Price for 500	\$ 15.42	Price for 500	\$ 27.50	Price for 500	\$ 34.00	Price for 500	\$ 54.00
		Price for 1,000	\$ 27.15	Price for 1,000	\$ 33.00	Price for 1,000	\$ 44.00	Price for 1,000	\$ 67.00
		Price for 500	\$ 288.85	Price for 500	\$ 315.00	Price for 500	\$ 398.00	Price for 500	\$ 320.00
7	CRES Test Finished Size: 8.5 x 11 Text Pages: 14, double-sided Ink Color: Black, both sides, 1/1 Stock: 20/50# White Covers: None Finishing: Corner stitch, upper left Distribution list (bundled and labeled by recipient and quantity)	Price for 1,000	\$ 577.69	Price for 1,000	\$ 630.00	Price for 1,000	\$ 588.00	Price for 1,000	\$ 530.00
		Price for 3,000	\$ 1,733.08	Price for 3,000	\$ 1,890.00	Price for 3,000	\$ 1,578.00	Price for 3,000	\$ 1,047.00
		Price for 500	\$ 48.59 / \$75.07	Price for 500	\$ 78.75	Price for 500	\$ 64.00	Price for 500	\$ 78.00
8	Envelope (Regular) Size: #10 Regular Ink Color: Black or PMS, front only, 1/0 Stock: 24# White Wove	Price for 1,000	\$ 73.31 / \$99.79	Price for 1,000	\$ 94.50	Price for 1,000	\$ 75.00	Price for 1,000	\$ 87.00
		Price for 5,000	\$ 220.57 / \$247.06	Price for 5,000	\$ 262.50	Price for 5,000	\$ 209.00	Price for 5,000	\$ 198.50
		Price for 500	\$ 51.57 / \$78.02	Price for 500	\$ 82.00	Price for 500	\$ 69.00	Price for 500	\$ 82.00
9	Envelope (Window) Size: #10 Standard Left Window Ink Color: Black or PMS, front only, 1/0 Stock: 24# White Wove	Price for 1,000	\$ 78.46 / \$104.94	Price for 1,000	\$ 99.00	Price for 1,000	\$ 78.00	Price for 1,000	\$ 90.00
		Price for 5,000	\$ 242.64 / \$269.13	Price for 5,000	\$ 275.00	Price for 5,000	\$ 218.00	Price for 5,000	\$ 213.00
		Price for 500	\$ 61.80	Price for 500	\$ 120.00	Price for 500	\$ 195.00	Price for 500	\$ 139.00
10	Form (NCR-2, Small) Size: 5.5 x 8.5 Ink Color: Black, front only, 1/0 Stock: 2-Part NCR; white, canary Finishing: Glue along top edge (5.5)	Price for 1,000	\$ 79.46	Price for 1,000	\$ 155.00	Price for 1,000	\$ 280.00	Price for 1,000	\$ 157.00
		Price for 3,000	\$ 175.10	Price for 3,000	\$ 297.00	Price for 3,000	\$ 348.00	Price for 3,000	\$ 265.00
		Price for 500	\$ 79.46	Price for 500	\$ 146.00	Price for 500	\$ 218.00	Price for 500	\$ 152.00
11	Form (NCR-2, Large) Size: 8.5 x 11 Ink Color: Black, front only, 1/0 Stock: 2-Part NCR; white, canary Finishing: Glue along top edge (8.5)	Price for 1,000	\$ 119.19	Price for 1,000	\$ 212.00	Price for 1,000	\$ 305.00	Price for 1,000	\$ 204.00
		Price for 3,000	\$ 286.93	Price for 3,000	\$ 495.00	Price for 3,000	\$ 430.00	Price for 3,000	\$ 427.00
		Price for 500	\$ 113.30	Price for 500	\$ 185.00	Price for 500	\$ 241.00	Price for 500	\$ 179.00
12	Form (NCR-3, Large) Size: 8.5 x 11 Ink Color: Black, front only, 1/0 Stock: 3-Part NCR; white, canary, pink Finishing: Glue along top edge (8.5)	Price for 1,000	\$ 169.22	Price for 1,000	\$ 294.00	Price for 1,000	\$ 330.00	Price for 1,000	\$ 266.00
		Price for 3,000	\$ 445.85	Price for 3,000	\$ 786.00	Price for 3,000	\$ 495.00	Price for 3,000	\$ 626.00
		Price for 5,000	\$ 161.86	Price for 5,000	\$ 260.00	Price for 5,000	\$ 185.00	Price for 5,000	\$ 234.00
13	Pad Size: 5.5 x 8.5 Ink Color: Black, front only, 1/0 Stock: 20/50# Pastel Green Finishing: Pad 200 pads with 25 sheets per pad with chipboard. Glue along top edge (5.5)	Price for 10	\$ 44.14	Price for 10	\$ 62.00	Price for 10	\$ 39.00	Price for 10	\$ 25.00
		Price for 10 (laminated)	\$ 62.54	Price for 10 (laminated)	\$ 88.00	Price for 10 (laminated)	\$ 49.00	Price for 10 (laminated)	\$ 50.00
		Price for 25	\$ 110.36	Price for 25	\$ 108.00	Price for 25	\$ 42.00	Price for 25	\$ 45.00
		Price for 25 (laminated)	\$ 156.34	Price for 25 (laminated)	\$ 144.00	Price for 25 (laminated)	\$ 60.00	Price for 25 (laminated)	\$ 95.00
		Price for 50	\$ 183.93	Price for 50	\$ 174.00	Price for 50	\$ 52.00	Price for 50	\$ 72.00
		Price for 50 (laminated)	\$ 257.51	Price for 50 (laminated)	\$ 238.00	Price for 50 (laminated)	\$ 74.00	Price for 50 (laminated)	\$ 172.00
14	Poster (Small) Size: 11 x 17 Ink Color: 4 C/P or digital, front only Stock: Poster stock Finishing: Please also list the cost for optional lamination.	Price for 10	\$ 132.43	Price for 10	\$ 108.00	Price for 10	\$ 149.00	Price for 10	NO Bid
		Price for 10 (laminated)	\$ 187.61	Price for 10 (laminated)	\$ 142.00	Price for 10 (laminated)	\$ 168.00	Price for 10 (laminated)	NO Bid
		Price for 25	\$ 331.08	Price for 25	\$ 218.00	Price for 25	\$ 235.00	Price for 25	NO Bid
		Price for 25 (laminated)	\$ 469.03	Price for 25 (laminated)	\$ 276.00	Price for 25 (laminated)	\$ 325.00	Price for 25 (laminated)	NO Bid
		Price for 50	\$ 551.80	Price for 50	\$ 398.00	Price for 50	\$ 395.00	Price for 50	NO Bid
		Price for 50 (laminated)	\$ 772.52	Price for 50 (laminated)	\$ 494.00	Price for 50 (laminated)	\$ 590.00	Price for 50 (laminated)	NO Bid
15	Poster (Medium) Size: 18 x 24 Ink Color: 4 C/P or digital, front only Stock: Poster stock Finishing: Please also list the cost for optional lamination.	Price for 10	\$ 375.22	Price for 10	\$ 208.00	Price for 10 (laminated)	\$ 278.00	Price for 10 (laminated)	NO Bid
		Price for 25	\$ 662.16	Price for 25	\$ 322.00	Price for 25	\$ 295.00	Price for 25	NO Bid
		Price for 25 (laminated)	\$ 938.05	Price for 25 (laminated)	\$ 308.00	Price for 25 (laminated)	\$ 494.00	Price for 25 (laminated)	NO Bid
		Price for 50	\$ 1,103.59	Price for 50	\$ 586.00	Price for 50	\$ 544.00	Price for 50	NO Bid
		Price for 50 (laminated)	\$ 2,317.55	Price for 50 (laminated)	\$ 742.00	Price for 50 (laminated)	\$ 694.00	Price for 50 (laminated)	NO Bid
		Price for 10	\$ 264.86	Price for 10	\$ 164.00	Price for 10	\$ 225.00	Price for 10	NO Bid
16	Poster (Large) Size: 24 x 36 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)	\$ 208.00	Price for 10 (laminated)	\$ 278.00	Price for 10 (laminated)	NO Bid
		Price for 25	\$ 662.16	Price for 25	\$ 322.00	Price for 25	\$ 295.00	Price for 25	NO Bid
		Price for 25 (laminated)	\$ 938.05	Price for 25 (laminated)	\$ 308.00	Price for 25 (laminated)	\$ 494.00	Price for 25 (laminated)	NO Bid
		Price for 50	\$ 1,103.59	Price for 50	\$ 586.00	Price for 50	\$ 544.00	Price for 50	NO Bid
		Price for 50 (laminated)	\$ 2,317.55	Price for 50 (laminated)	\$ 742.00	Price for 50 (laminated)	\$ 694.00	Price for 50 (laminated)	NO Bid
		Price for 10	\$ 264.86	Price for 10	\$ 164.00	Price for 10	\$ 225.00	Price for 10	NO Bid