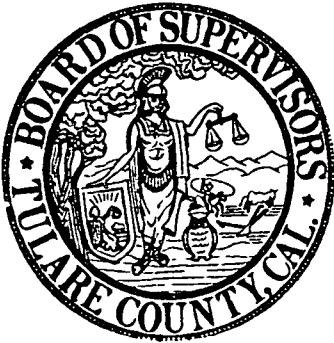


**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF AWARD PRINTING)
AND TYPESETTING SERVICES) Resolution No. 2018-0507
CONTRACT TO CENTRAL VALLEY) Agreement No. 28694
BUSINESS FORMS, INC.)

UPON MOTION OF SUPERVISOR ENNIS, SECONDED BY SUPERVISOR CROCKER, THE FOLLOWING WAS ADOPTED BY THE BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD JUNE 26, 2018, BY THE FOLLOWING VOTE:

AYES: SUPERVISORS CROCKER, VANDER POEL, SHUKLIAN, WORTHLEY,
AND ENNIS
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE



ATTEST: MICHAEL C. SPATA
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: Mary Ravello
Deputy Clerk

1. Awarded the contract to Central Valley Business Forms, Inc. in an amount not to exceed \$200,000 per fiscal year, to provide printing and typesetting services to the County, for the period of July 1, 2018 to June 30, 2023.
2. Authorized the Chairman to sign the Agreement.



**GENERAL SERVICES AGENCY
PRINT & MAIL SERVICES
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

- KUYLER CROCKER
District One
- PETE VANDER POEL
District Two
- AMY SHUKLIAN
District Three
- J. STEVEN WORTHLEY
District Four
- MIKE ENNIS
District Five

AGENDA DATE: June 26, 2018

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
County Counsel Sign-Off	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>

CONTACT PERSON: Maria Benavides PHONE: (559) 624-7223

SUBJECT: Award Printing and Typesetting Services Contract to Central Valley Business Forms, Inc.

REQUEST(S):
That the Board of Supervisors:

1. Award the contract to Central Valley Business Forms, Inc. in an amount not to exceed \$200,000 per fiscal year, to provide printing and typesetting services to the County, for the period of July 1, 2018 to June 30, 2023.
2. Authorize the Chairman to sign the Agreement.

SUMMARY:
In March 2018, General Services requested written proposals for specialty printing and type-setting services. Specialty printing services include promotional products, apparel, large format printing, custom printed orders, trade show displays, business cards, decals, and specialty envelopes. County departments access these services through the Print & Mail Division of the General Services Agency.

Proposals were submitted by two vendors. After consideration by a review team, Central Valley Business Forms Inc. (CVBF), the County's incumbent print services provider, was selected. The scores were based upon the Best Value, a combination of qualifications, experience, and price. Attachment A provides scores for both proposals submitted.

The current contract with CVBF is set to expire June 30, 2018. The new term under the proposed contract is for five (5) years, effective July 1, 2018 and expires June 30, 2023. The decision to contract printing and typesetting services for a five (5)

SUBJECT: Award Printing and Typesetting Services Contract to Central Valley
DATE: Business Forms, Inc.
June 26, 2018

year period is recommended due to the specialized nature of this service and a lack of qualified vendors in this area. The contract also stipulates an option to renew for an additional three (3) year period by mutual written consent.

FISCAL IMPACT/FINANCING:

There are no net County costs to the General Fund. Print services are paid for by the individual departments based upon their requirements for service.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's Strategic Business Plan includes the Organizational Performance initiative to improve organizational effectiveness. The recommended Board action helps fulfill this initiative by ensuring continuous improvement by allowing the print shop to efficiently produce printing for customers without interruption of service.

ADMINISTRATIVE SIGN-OFF:



Art Arreola
Print and Mail Services Manager

cc: County Administrative Office

Attachment(s)

A - Print Services RFP Scores

B - Agreement with Central Valley Business Forms, Inc.