



FORMAL BID - REQUEST FOR APPROVAL

Approved by Consent Agenda:

TO BE COMPLETED BY COUNCIL STAFF ONLY

Title of Bid: Election Printing and Mailing Bid #: 22-134

Dept.: Election Authority Contact Person: Kurt Bahr Ext.: 7551

Description (product/service, justification and use):

Bid for all printing and mailing of election notifications, voter identification cards, residency confirmation letters, change of polling place letters and miscellaneous voter verification letters required under RSMO 115. This bid also included the printing and supplying of envelopes for the mailings.

Most of these mailings ensure the accuracy of voter rolls and must be sent on a regular basis. The largest mailings are conducted before elections and paid for out of election budget.

Table with columns: Vendor, Type 1 (Nov 2022), Type 1 (Apr 2023), Type 2 (Voter ID Cards), Type 3 (Monthly RCNs), Type 4 (Misc), Type 5 (#10 Envelopes), Type 5 (#9 Envelopes), Total w/o envelopes. Rows include CMS, Input, Modern, and Litho.

Estimated Annual Expense- Initial Term \$65,000 1st Renewal Period \$95,000 2nd Renewal Period \$65,000

Award to: Input Technologies, Inc Location: 4425 Hunt Ave. St. Louis MO 63110

Price: \$65,000 Initial Term Contract term (if applicable): One year with two potential one year renewals

Bid opening held on: 10/03/2022 Opened by: Finance

Account number to be charged for purchase: 0010400-45500 & 2340410-43330

If bid was not awarded to lowest bidder, please explain:

If paying for with grant funds, please indicate (1) grant name, (2) total grant amount, (3) what portion of purchase is being paid for by a grant, and (4) when grant period ends as applicable:

NA

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Additional Bids Received

The following additional bids were received:

Vendor: <u>Campaign Marketing Strategies</u>	<u>Initial Term</u>	Price: <u>\$ 146,440.00</u>
Location: <u>3240 Wilson Blvd Suite 202 Arlington VA 22201</u>	Meets all specifications: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Vendor: _____		Price: _____
Location: _____	Meets all specifications: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Vendor: <u>Modern Litho - St. Louis</u>	<u>Initial Term</u>	Price: <u>\$ 83,734.00</u>
Location: <u>5111 Southwest Ave St. Louis MO 63110</u>	Meets all specifications: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Vendor: _____		Price: _____
Location: _____	Meets all specifications: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Vendor: _____		Price: _____
Location: _____	Meets all specifications: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Vendor: _____		Price: _____
Location: _____	Meets all specifications: <input type="checkbox"/> Yes <input type="checkbox"/> No	

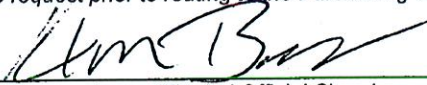
For each vendor that doesn't meet specifications, please explain why:

Vendor: _____

Vendor: _____

Sole source justification memos from (1) dept. and (2) vendor attached.

Department Director/Elected Official must sign the request prior to routing to the Purchasing Manager.



Department Director/Elected Official Signature

10/05/2022

Date



Approval or Concurrence of Director of Finance

10/5/22

Date

BELOW ONLY TO BE COMPLETED FOR BIDS AT LEAST \$15,000 AND LESS THAN \$50,000. See instructions at the top of pg. 1.

Director of Administration Signature

Date