

PROPOSAL CERTIFICATION SHEETS SUMMARY

Proposal Deadline: October 1, 2014 at 11:00 A.M.

For: Recreation Program Guides 2015-2017

PROPOSERS NAMES >>>>>	Hagg Press Inc.	John S. Swift Co., Inc.	Mignone Communications a division of EP Graphics, Inc.	Quad/Graphics
Submitted proposals by deadline	√	√	√	√
Submitted proposals in a sealed envelope	√	√	√	√
Provided four (4) copies of the proposal	√	√	√	v3
Acknowledged Addendum No. 1 (the Village's responses to 5 questions submitted)	√	v2	√	v4
Technical Proposal (Qualifications, Operating History & Sample Guide)	v1	√	√	v5
Proposal Summary Sheet	√	√	√	v2
Price Proposal/Detailed Price Sheets	√	√	√	v5
Business Organization	√	√	√	√
Certification of Eligibility to Enter into Public Contracts	√	√	√	√
Sexual Harassment Policy	√	√	√	√
Equal Employment Opportunity	√	√	√	√
Tax Certification	√	√	√	√
References, including sample materials for each of these references	v1, v5	√	√	v6
Insurance Requirements	v2	√	√	√
Other	√	√	√	v7

*A check mark in the box indicates inclusion of the required form with the proposal package. A "V#" indicates a variance that will be explained below.

NOTES & VARIANCE EXPLANATIONS:

v1 - Proposer did not provide any sample guides but included sample blank printing paper.

v2 - Proposer did not complete this form.

v3 - Proposer did not provide any original signatures.

v4 - Proposer did not acknowledge the addendum.

v5 - Proposer did not use the Village's form but submitted this information on their own template.

v6 - Proposer did not include any sample guides.

v7 - Proposer submitted proposed changes to the Village's standard form contract.

Prepared by: Cynthia Pietrucha, Purchasing Administrator 10-1-2014

NOTE: If the potential recommended bidder had any variances, please verify with the Contract Administrator that they are not material variances prior to recommendation to your committee.