

**CLERK'S CONTRACT and AGREEMENT COVER PAGE**

**Legistar File ID#:** 2017-0137

**Innoprise Contract #:** C17-0029

**Year:** 2017-19

**Amount:**

**Department:** PIO - Nabeha Zegar/Recreation - Therese Dubelbeis

**Contract Type:** Goods & Services

**Contractors Name:** Paulson Press Inc.

**Contract Description:** Periodical Printing - Orland Park Public & Annual Report  
2017-0179 Add A - 2017 Summer Entertainment Guide

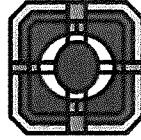
**MAYOR**

Daniel J. McLaughlin

**VILLAGE CLERK**

John C. Mehalek

14700 S. Ravinia Ave.  
Orland Park, IL 60462  
(708) 403-6100  
orlandpark.org



**ORLAND  
PARK**

VILLAGE HALL

**TRUSTEES**

Kathleen M. Fenton  
James V. Dodge  
Patricia A. Gira  
Carole Griffin Ruzich  
Daniel T. Calandriello  
Michael F. Carroll

April 18, 2017

Mr. Tony Letto  
Paulson Press Inc.  
904 Cambridge Drive  
Elk Grove Village, Illinois 60007

RE: Addendum A dated April 13, 2017 – Summer Entertainment Guide

Dear Mr. Letto:

Enclosed is a copy of the addendum dated April 13, 2017 for the change to add the 2017 Summer Entertainment Guide to the Periodical Printing – Orland Park Public & Annual Report.

If you have any questions, please call me at 708-403-6173.

Sincerely,

Denise Domalewski  
Purchasing & Contract Administrator

Encl:

cc: Therese Dubelbeis

**MAYOR**  
Daniel J. McLaughlin

**VILLAGE CLERK**  
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April 13, 2017

Mr. Tony Letto  
Paulson Press Inc.  
904 Cambridge Drive  
Elk Grove Village, IL 60007

RE: Addendum A dated April 13, 2017 – 2017 Summer Entertainment Guide to  
Periodical Printing – Orland Park Public & Annual Report Contract

Dear Mr. Letto:

This notification is to inform you that on April 3, 2017, the Village of Orland Park Board of Trustees approved awarding Paulson Press Inc. Inc. the contract in accordance with the proposal you submitted dated March 13, 2017 (via email), for 2017 Summer Entertainment Guide. I've issued an addendum modifying the SCOPE OF WORK of the above referenced contract. Please sign two (2) copies of the attached addendum and return both copies to my attention at Village of Orland Park, 14700 S. Ravinia Avenue, Orland Park, Illinois 60462. I will return a fully executed addendum for your files.

If you have any questions, please call me at 708-403-6173.

Sincerely,

  
Purchasing & Contract Administrator

cc: Therese Dubelbeis

**ADDENDUM A to**  
*Periodical Printing*  
*Orland Park Public & Annual Report*

**Dated**  
*April 3, 2017*

**Between**  
*The Village of Orland Park, Illinois ("VILLAGE") and Paulson Press Inc. ("VENDOR")*

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WHEREAS, on April 3, 2017, a certain Agreement regarding Periodical Printing – Orland Park Public & Annual Report between the Village and the Vendor was executed (hereinafter referred to as the "Agreement"); and,

WHEREAS, the Village wishes to modify the SCOPE OF WORK to include the 2017 Summer Entertainment Guide.

NOW, THEREFORE, for and in consideration of the foregoing and the mutual covenants herein contained, it is agreed by and between the parties hereto as follows:

1. In the event of any conflict or inconsistency between the provisions of this Addendum and the Agreement, the provisions of this Addendum shall control.
2. **SECTION 1: THE CONTRACT DOCUMENTS** of said Agreement shall be amended to include Addendum A dated April 13, 2017
3. **SECTION 2: GOODS TO BE PURCHASED, COST AND DELIVERY, SCOPE OF THE WORK AND PAYMENT** of said Agreement shall be amended to include the following:

**2017 Summer Entertainment Guide**

Pages:	24 page self cover with a 2.5" perforated flap on the back cover
Folded Size:	8.5" x 5.5" horizontal
Press:	Offset 4/4 (CMYK) with bleeds
Stock:	80# White offset text (Finch Fine Ultra Smooth Bright white/Lynx Opaque Ultra Smooth/Or Similar House Stock)
Artwork:	Hi-res supplied by Village
Finishing:	Saddle- Stitch & Perforate- Cut, fold, saddle stitched and trimmed to 8.5" x 5.5" finished size, with 2.5" perforated flap on back cover; pack in cartons
Quantity:	28,000
Mailing Service & Delivery:	26,274 imprinted with VOP permit number and delivered to Orland Park Post Office. Balance of quantity delivered to Recreation Administration Building
Cost:	\$7,980.00

**ADDENDUM A to**  
*Periodical Printing*  
*Orland Park Public & Annual Report*

**Dated**  
*April 3, 2017*

**Between**  
*The Village of Orland Park, Illinois ("VILLAGE") and Paulson Press Inc. ("VENDOR")*

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4. **SECTION 4: TERM OF THE CONTRACT** of said Agreement shall be amended to include the following:

Addendum A dated April 13, 2017 shall terminate upon completion of the WORK related to the 2017 Summer Entertainment Guide.

5. All of the other terms, covenants, representations and conditions of said Agreement not deleted or amended herein shall remain in full force and effect during the effective term of said Agreement.
6. This Addendum may be executed in two or more counterparts, each of which taken together, shall constitute one and the same instrument.

This Addendum, made and entered into effective the **13th day of April, 2017**, shall be attached to and form a part of the Agreement dated the 3rd day of April, 2017 and shall take effect upon signature below by duly authorized agents of both parties.

**AGREED AND ACCEPTED**

**FOR: THE VILLAGE**

By: Timothy J. McCarthy  
Print Name: TIMOTHY J. MCCARTHY  
Its: INTERIM VILLAGE MANAGER  
Date: 4/13/17

**FOR: PAULSON PRESS INC.**

By: Tony Letto  
Print Name: Tony Letto  
Its: owner  
Date: 4/13/17