



## Legislation Text

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**File #:** 2019-0716, **Version:** 1

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### Title

Village of Orland Park Periodical Printing RFP - Reissue

### History

On September 9, 2019, the Village of Orland Park issued a Request for Proposal for printing, binding (saddle stitch and/or perfect binding), and delivery of 3 Recreation Program guides yearly for 3 years beginning with the Summer 2020 program guide. On September 23, 2019, four proposals were received. All four proposals were over budget. An option to lower the cost is to change the paper-weight from 50lb to 40lb weight. The change in paper will be similar to the type of paper used in newspapers. By making this change we have been advised by printing companies that this will help reduce the paper cost which will bring us closer to budget.

Staff is seeking approval to reject the proposal due to excessive pricing and to re-issue the request for proposal. Staff will work alongside our normal request for proposal notification process to ensure local and regional print companies have an opportunity to submit their proposals.

On October 7, 2019, this item was reviewed and approved by the Parks and Recreation Committee and referred to the Board for approval.

### Financial Impact

The proposed amount to be budgeted in 2020 for the recreation program guide is \$82,926 in account 283-4001-460140.

### Recommended Action/Motion

I move to approve rejecting the proposal for the printing of the Village of Orland Park program guide and re-issuing the request for proposal.