

RESOLUTION NO. 13-186

**A RESOLUTION APPROVING THE CITY OF PORT ARTHUR SECTION 4A ECONOMIC DEVELOPMENT CORPORATION ENTERING INTO A SERVICE AGREEMENT WITH CHEVAL NOIR MEDIA OF PORT ARTHUR FOR THE PRINTING AND MAIL OUT SERVICES OF A NEW PAEDC NEWSLETTER**

**WHEREAS**, per resolution 11-192, on May 31, 2011, the Council of the City of Port Arthur approved the City of Port Arthur Section 4A Economic Development Corporation (the "PAEDC") contracting services with Cheval Noir Media for the printing and mail out services for a 1<sup>st</sup> Annual PAEDC newsletter; and

**WHEREAS**, the 1<sup>st</sup> Annual newsletter was printed and mailed out August 17, 2012, as a vital communication resource to inform local citizens on the economic development efforts and accomplishments of PAEDC and its partners; and

**WHEREAS**, three companies submitted proposals as requested by the PAEDC for the printing and mail out services of the newsletter (see **Exhibit "A"**); and

**WHEREAS**, on April 1, 2013, at its regular Board meeting, the PAEDC Board of Directors approved the printing and mail out services for a 2<sup>nd</sup> Annual PAEDC newsletter using Cheval Noir Media as the bidder providing the lowest bid without qualifications, as a Port Arthur business enterprise, and as PAEDC received positive feedback from publication of its first newsletter by Cheval Noir Media; and

**WHEREAS**, the cost for printing and mail out of the newsletter shall not exceed \$15,011.98.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PORT ARTHUR, TEXAS:**

**Section 1.** That the facts and opinions in the preamble are true and correct.

**Section 2.** That PAEDC is hereby authorized to contract the services of Cheval Noir Media for a 2nd Annual PAEDC newsletter at a cost of \$15,011.98 for printing and mail out services.

**Section 3.** That a copy of the caption be spread upon the minutes of the City Council.

**READ, ADOPTED AND APPROVED** on this 16<sup>th</sup> day of April A.D., 2013, at a Meeting of the City Council of the City of Port Arthur, Texas, by the following vote:

AYES:

Mayor

Prince; Mayor Pro Tem Lewis

Councilmembers

Scott, Segler, Elbright, Asuncion, Williamson, Freeman and Thomas

NOES:

None.

ATTEST:

Sherri Bellard

**Sherri Bellard, City Secretary**

Deloris Prince  
**Deloris "Bobbie" Prince, Mayor**

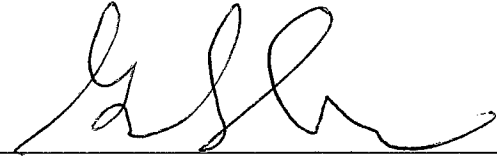
APPROVED:



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**Floyd Batiste, PAEDC CEO**

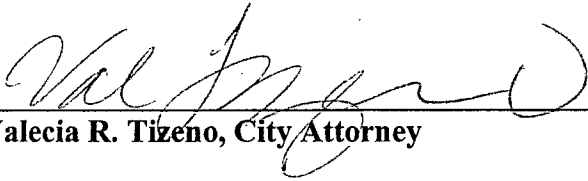
APPROVED AS TO FORM:



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**Guy N. Goodson, PAEDC Attorney**

APPROVED AS TO FORM:



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**Valecia R. Tizeno, City Attorney**

APPROVED AS TO AVAILABILITY OF FUNDS:

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**Deborah Echols, Director Finance**

# **Exhibit “A”**



4435 Forest Drive  
Port Arthur, TX 77642  
409-225-0275

# Invoice

Date 3/14/2013 Invoice # 197

Bill To  
Port Arthur Economic Development Corp.  
P.O. Box 3934  
Port Arthur, TX 77643

P.O. No. Terms Project

Quantity	Description	Rate	Amount
24, 146	25.5x11" Tri-fold Newsletter (100# Text paper – Glossy) Addressing, Tabbed Once, NOCA Checks Postage Paid and Mail Processed Through to USPS	0.63	15,211.98
1	Address list from USA DATA in Port Arthur & Sabine Pass, TX	*NO CHARGE*	0.00
1	Customer Loyalty Discount		-200.00

Payments/Credits

Balance Due

0.00

\$15,011.98

**Ranoda McClain-lee**

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**From:** jvincent@dominion-forms.com  
**Sent:** Thursday, March 28, 2013 4:41 PM  
**To:** Ranoda McClain-lee  
**Subject:** Fw: DOMINIION MAIL OUT QUOTE

**Importance:** High

Ranoda,

25.5 x 11

4/4 Gloss full color 2 sides

100 ilb book stock

tri-fold

qty 24,146

printing - 4,600

labeling and pre-sorting – 3,200

Sub Total – 7,800.00

**postage will be pre-paid by customer at time of mailing**

.24 cents x 24,146 = 5,795.04

Art setup – 200.00 estimate

**estimated grand total = 13,795.04**

allow for 2.5 week turn around.

Thank you,

Jeremy Vincent  
Dominion Forms, Inc.  
409-886-0051

No virus found in this message.  
Checked by AVG - [www.avg.com](http://www.avg.com)  
Version: 2013.0.3267 / Virus Database: 3161/6204 - Release Date: 03/25/13

## Ranoda McClain-lee

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**From:** Pat Tyler <lventures@gt.rr.com>  
**Sent:** Monday, April 01, 2013 9:59 AM  
**To:** rmccain-lee@paedc.org  
**Subject:** Print & Mail Quote

Good morning, Ranoda.

Sorry, I didn't get this to you over the weekend. Hopefully it is not too late for you to consider our bid.

I have 2 prices to submit. One is if you have non-profit status with the post office, and one if you mail as standard mail. 25,000 pieces, 25.5 x 11 4/4 on 100 lb. gloss text. Piece to fold as a trifold to 8.5 x 11, tab and mail as a flat. Prices based on verbal communication as understood from Ranoda.

Non-profit mailing - \$19,750 or .79 each

Standard mailing - \$22,250 or .89 each

Thanks, Pat  
Lunar Ventures Texas, Inc.  
409.866.3438  
Fax: 409.861.2684