

RESOLUTION NO. 19-360

A RESOLUTION APPROVING THE CITY OF PORT ARTHUR SECTION 4A ECONOMIC DEVELOPMENT CORPORATION ENTERING INTO A SERVICE AGREEMENT WITH CLASSIC FORMS AND PRODUCTS OF BEAUMONT, TEXAS, FOR THE PRINTING AND MAILOUT OF THE 8th ANNUAL PAEDC NEWSLETTER IN AN AMOUNT NOT TO EXCEED \$10,000.00. ACCOUNT NO. 120-1429-582.59-06

WHEREAS, on August 5, 2019, at their regular Board meeting, the City of Port Arthur Section 4A Economic Development Corporation (“PAEDC”) Board of Directors approved a quote awarding Classic Forms and Products for the printing and mailout services for the 8th Annual Newsletter (the “Newsletter”) in an amount not exceed \$10,000; and

WHEREAS, the Newsletter will be printed and mailed out in the late summer/early fall of 2019 as a vital communication resource to inform local citizens on the economic development efforts and accomplishments of PAEDC and its partners; and

WHEREAS, request for quotes were sent to seven companies, and of the seven companies, four submitted responses for the printing and mailout services of the Newsletter, and the top three that were cost efficient were chosen and a bid tabulation completed (see **Exhibit “A”**).

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.

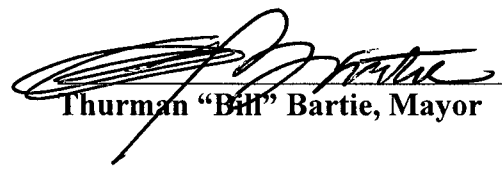
Section 2. That PAEDC is hereby authorized to contract the services of Classic Forms and Products for the printing and mailout of the Newsletter at a cost not to exceed \$10,000.

Section 3. That a copy of the caption of this Resolution be spread upon the Minutes of the City Council.

READ, ADOPTED AND APPROVED on this 27th day of August A.D., 2019, at a Meeting of the City Council of the City of Port Arthur, Texas, by the following vote: AYES:

Mayor Bartie, Mayor Pro Tem Dewart
Councilmembers Jones, Kinlaw, and Moses

NOES: None

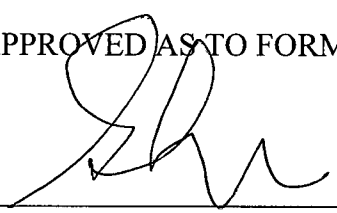

Thurman "Bill" Bartie, Mayor

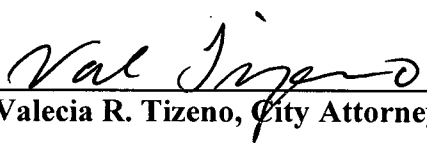
ATTEST:


Sherri Bellard, City Secretary

APPROVED:

Floyd Batiste, PAEDC CEO

APPROVED AS TO FORM:

Guy N. Goodson, PAEDC Attorney

APPROVED AS TO FORM:

Valecia R. Tizen, City Attorney

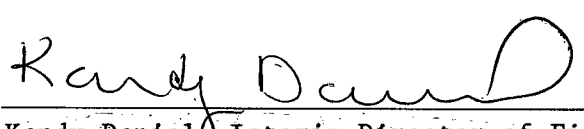
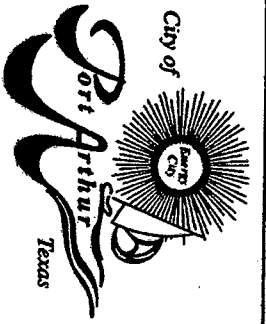
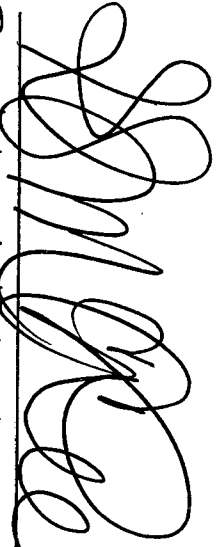
APPROVED AS TO AVAILABILITY OF FUNDS:

Kandy Daniel, Interim Director of Finance

Exhibit "A"



CITY OF PORT ARTHUR TEXAS
 Bid Tabulation
 PAEDC Newsletter
 Bid Opening Location: 501 Procter Street, Suite 100
 July 12, 2019

Item	Unit of Measure	KIRKSEY'S Unit Cost	CLASSIC FORMS Unit Cost	MAILROOM Unit Cost
Newsletter (PA/Sabine Pass)	One-time Fee	\$7,840.80	\$8,019.73	\$10,770
	Cost of Circulation			
Postage & Mailing	USPS	\$8,400.00	\$1,690.22	\$6,730
	Cost of Total Production			
Newsletter		\$16,240.80	\$9,709.95	\$17,500
Location		Beaumont, TX	Beaumont, TX	Beaumont, TX


 RANODA LEE, Marketing Manager

Date 8/5/19

RaNoda McClain-Lee

From: Gretchen Foley <mailroomretail@yahoo.com>
Sent: Monday, June 10, 2019 10:46 AM
To: RaNoda McClain-Lee
Cc: Gretchen Foley
Subject: Quote for 2019 PAEDC Newsletter

Per your request, please find the requested quote for the 2019 PAEDC Newsletter.

Quote for 24,146 newsletters:

Printing 25.5X11" Tri-fold Newsletter, (100# Text Glossy), addressing and tabbing once \$10,770

Postage and Mailing through the USPS \$ 6,730

Total quote: \$17,500

Please call me if you have any further questions.

Thank you,

Gary Celli
Flagship Mailroom
148 S Dowlen
Beaumont, TX 77707
409-866-4643/409-781-3953cell



KIRKSEY'S
PRINTING
RUBBER STAMPS & COPIES
 3865 W. Lucas Dr.
 Beaumont TX 77706
 (409) 899-1771 Fax: (409) 899-2403

RaNoda McClain Lee
City of Port Arthur EDC
PO Box 1089
Port Arthur TX 77640

Quotation	
No: 18475	Date: 07/16/19

SHIP TO:

City of Port Arthur EDC
PO Box 1089
Port Arthur TX 77640

Acct.No	Ordered by	Phone	P.O. No	Prepared by	Sales Rep	Ship By
1618	RaNoda McClain Lee		?	Doug	Kirksey's	Our Truck
Quantity	Description				Unit Price	Price
18,500	Summer Newsletter -18500 total run 18265 mail, 1 tab - This is the current numbers on PA and Sabine Pass				0.6699/Ea	12,393.85
24,000	Summer Newsletter -24000total run 18265 mail, 1 tab				676.70/M	16,240.80
					Subtotal	28,634.65
					Shipping	0.00
					Postage	0.00
					Tax	0.00
					TOTAL	28,634.65
					Terms	Net 30 Days
<i>Thank you for the opportunity.</i>						

Estimate good for 30 days. Please resubmit information for updated pricing after this period.

Kirksey's Sprint Printing · 3865 W. Lucas Dr. · Beaumont TX 77706 · (409) 899-1771

RaNoda McClain-Lee

From: RaNoda McClain-Lee
Sent: Wednesday, July 3, 2019 12:49 PM
To: 'Nancy Worthington'
Cc: Clifton Williams
Subject: RE: PAEDC Newsletter Quote-2019 form Classic Forms and Products

Thank you for the quick response and Happy 4th to you as well. ☺

-RaNoda Lee

From: Nancy Worthington [mailto:nancy@classicfp.com]
Sent: Wednesday, July 3, 2019 12:45 PM
To: RaNoda McClain-Lee
Cc: Clifton Williams
Subject: FW: PAEDC Newsletter Quote-2019 form Classic Forms and Products
Importance: High

Requested Quote: PAEDC 2019

Item: Newsletters
Size: Flat: 25.5 x 11 / Tri Fold
Stock: Gloss Text 100# White
Ink: 4 Color Process / 2 Sided

Qty: 24,146
Price: \$7769.73*

*Tab / Label / Mail \$70.00 per thousand = \$1690.22 + Postage Total \$9459.95 plus postage Thank you
Nancy Happy 4th!!!!

\$250 add'l graphic fee
= \$9,709.95

Files and Mail list supplied by customer.

Thank you Nancy Worthington Classic Forms and Products 409.842.9229

From: Clifton Williams [mailto:clifton.williams@portarthurtx.gov]

Sent: Tuesday, June 25, 2019 5:23 PM

To: sales@dominion-forms.com; nancy@classicfp.com; MAISCP@YAHOO.COM; customerservice@fastsigns.com;
moe.henny@sbcglobal.net; printlocal@mail.com; wayne@3lprinting.com

Cc: RaNoda McClain-Lee (rmccclain-lee@paedc.org)

Subject: PAEDC Newsletter Quote-2019

I am requesting a 'quote' order to produce our **2019 PAEDC Newsletter**. Please submit a quote by Friday, June 28, 2019. !

I need quotes to reflect the following :

- ✦ Quantity-24,146
- ✦ 25.5x11" Tri-fold Newsletter (100# Text Glossy)
- ✦ Addressing, Tabbed Once
- ✦ Postage Paid and Mail processed through to USPS/and a quote sheet without postage cost
- ✦ Newsletter mail-outs should reflect the address list from USA DATA in Port Arthur & Sabine Pass, Texas

REMINDER: Please send quote by noon on June 28, 2019.

RaNoda Lee

Marketing Manager/Business Recruitment

PORT ARTHUR ECONOMIC DEVELOPMENT CORPORATION

501 Procter Street, Suite 100

Port Arthur, Texas 77640

O: 409.963.0579 F: 409.962.4445

"Move in Silence and Give All" -Sace



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