

ITB 20-101238 Print & Mail Service Property Tax & Appraisal Statements and Election Documents (1 of 3 – Tax Commissioner’s Office)

User Department’s Recommendation

User Department Name Tax Commissioner’s Office

Recommended Bidder(s) meets our approval.

Bidder 1: Diversified Companies

Project Amount This Term: \$ 53,625.00

Funding:

General Enterprise 3 Digit Fund Code 2820-521209

CIP Line Item No. (if applicable): _____

Justification: This was the only responsive and responsible bidder. Also, having worked with this supplier for the last 4 years we are confident that they can provide the goods and services required.

Irvin J. Johnson, Tax Commissioner 5/18/2020
Name, Title Date

 5/18/2020
Department Director Date



ITB 20-101238 Print & Mail Service Property Tax & Appraisal Statements and Election Documents (2 of 3 – Property Appraisal)

User Department's Recommendation

User Department Name Property Appraisal

Recommended Bidder(s) meets our approval.

Bidder 1: Diversified Companies

Project Amount This Term: \$ 27,762.50

Funding:

General **Enterprise** **3 Digit Fund Code** 100

CIP Line Item No. (if applicable): _____

Justification:

Diversified Companies has the knowledge and ability to properly print and mail all Property Appraisal's tax related documents. This company knows legislative requirements as well as the mass appraisal system used by the department. Diversified Companies has provided satisfactory services under a previous mail/print agreement.

Tracy White-Ferguson
Admin Coordinator 5/13/2020
Name, Title Date

 5-14-20
Department Director Date

ITB 20-101238 Print & Mail Service Property Tax & Appraisal Statements and Election Documents (3 of 3 – Voter Registration & Elections)

User Department's Recommendation

User Department Name: Voter Registration and Elections

Recommended Bidder(s) meets our approval.

Bidder 1: DIVERSIFIED COMPANIES

Project Amount This Term: \$ 27,600

Funding:

General x Enterprise 3 Digit Fund Code _100

CIP Line Item No. (if applicable): _____

Justification:

The bidder is the only responsive bidder.

Shari Hillman, Admin Coord
5.18.2020
Name, Title Date


Department Director

5/18/20
Date