



DeKalb County Government

Manuel J. Maloof Center
1300 Commerce Drive
Decatur, Georgia 30030

Legislation Details (With Text)

File #: 2020-0536 **Version:** 1 **Name:**
Type: Resolution **Status:** Action
File created: 5/13/2020 **In control:** Board of Commissioners
On agenda: 7/14/2020 **Final action:** 7/14/2020
Title: Commission District(s): ALL
LB - Invitation No. 20-101238 Print & Mail Service For Property Tax & Appraisal Statements and Election Documents (Annual Contract with 2 Options to Renew): for use by the Tax Commissioner, Property Appraisal and Voter Registration & Elections (VR&E). Consists of printing and mailing property, tax appraisal and voter application and election documents for the citizens of DeKalb County. Recommend award to the lowest, responsive and responsible bidder: Diversified Companies, Inc. Amount Not To Exceed: \$108,987.50.

Indexes:

Attachments: 1. AGENDA NOTES, 2. Recommendation Forms-3, 3. Bid Tabulation, 4. Market Survey

Date	Ver.	Action By	Action	Result
7/14/2020	1	Board of Commissioners	approved	Pass
6/23/2020	1	OPS-County Operations Committee	recommended for approval.	Pass
6/23/2020	1	Board of Commissioners	deferred to the next meeting	Pass
6/16/2020	1	Committee of the Whole	Accepted to the BOC agenda and assigned	

Purchasing Type: Low Bidders (LB)

Public Hearing: YES ☐ NO ☒ **Department:** Purchasing & Contracting

AGENDA ITEM:

Commission District(s): ALL

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Information Contact: Cathryn G. Horner, Interim Director

Phone Number: (404) 371-6334

PURPOSE:

Consists of printing property assessments, tax appraisal statements, property documents, voter registration notification letters and election absentee ballots for mailing to the heads of household in DeKalb County. Four (4) bids were received.

RECOMMENDATION:

Recommend award to the lowest, responsive and responsible bidder:

Diversified Companies, LLC, 3721 Powers Court, Chattanooga, TN 37416

Amount Not To Exceed: \$108,987.50

ADDITIONAL INFORMATION:

1. Contract Effective Date:	Date of Award
2. Contract Expiration Date:	June 30, 2021
3. Amount Spent on Previous Contract:	\$354,403.79
4. Funding:	\$108,987.50
	\$53,625.00 - General (Tax Commissioner)
	\$27,762.50 - General (Property Appraisal)
	\$27,600.00 - Enterprise (VR&E)

5. Additional Bidders:

Cathedral Corporation
632 Ellsworth Road
Rome, NY 13441
(Non-Responsible)

Level One
53 General Warren Blvd.
Malvern, PA 19355-1245
(Non-Responsive)

Printing & Marketing Services, Inc.-Alphagraphics
1500 Southland Circle, NW
Atlanta, GA 30318
(Non- Responsive)