



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

Requested Board Meeting Date: 9/6/16

or Procurement Director Award ☐

Contractor/Vendor Name (DBA): Old Ina Corp dba Alphagraphics CPS #31 #12 #155

Project Title/Description:

Mailing Services - Countywide IFB 1100388

Purpose:

Amendment of Award: Master Agreement MA-PO-12-394. Extend the contract term for a period of six (6) months.

Administering Department: Recorder's Office.

Procurement Method:

Pursuant to Pima County Procurement Code, 11.12.010, Competitive Sealed Bidding, Solicitation No. 1100388 was conducted. Effective 9/10/11, the Procurement Director approved an award of contract in an annual amount of \$250,000.00 for an initial term of one (1) year and included four (4) renewals. Attached Document: Master Agreement.

Program Goals/Predicted Outcomes:

Continue to permit Pima County departments usage of mailing services.

Public Benefit:

Timely delivery of mail to outside sources.

Metrics Available to Measure Performance:

Processing publications; accuracy, timeliness and completeness of deliveries.

Retroactive:

No.

Original Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____

Effective Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____

☐ Expense Amount: \$ _____ ☐ Revenue Amount: \$ _____

Funding Source(s): _____

Cost to Pima County General Fund: _____

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No ☐ Not Applicable to Grant AwardsWere insurance or indemnity clauses modified? ☐ Yes ☐ No ☐ Not Applicable to Grant AwardsVendor is using a Social Security Number? ☐ Yes ☐ No ☐ Not Applicable to Grant Awards

If Yes, attach the required form per Administrative Procedure 22-73.

Amendment InformationDocument Type: MA Department Code: PO Contract Number (i.e., 15-123): 12-394Amendment No.: _____ AMS Version No.: 9Effective Date: 09/10/2016 New Termination Date: 03/09/2017☐ Expense ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ 0.00Funding Source(s): General FundCost to Pima County General Fund: \$0.00Contact: Denise D. Waldo- Commodity Contracts OfficerDepartment: Procurement

Department Director Signature/Date: _____

Deputy County Administrator Signature/Date: _____

County Administrator Signature/Date: _____

(Required for Board Agenda/Addendum Items)

Denise Waldo 8/10/16
Telephone: 520-724-8458
May [Signature] 8/10/16
John [Signature] 8-11-16
8-10-16
C. [Signature] 8/10/16



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES CONTRACT EXECUTION

Master Agreement No: 12000000000000000394

MA Version: 9

Page: 1

Description: Mailing Services - Countywide IFB 1100388

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Pima County Procurement Department
130 W. Congress St. 3rd Fl
Tucson AZ 85701

Issued By: DENISE WALDO

Phone: 5207248458

Email: denise.waldo@pima.gov

T
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Initiation Date: 09-10-2016

Expiration Date: 03-09-2017

NTE Amount: \$435,156.32

Used Amount: \$343,953.72

V
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OLD INA CORP

2500 N COYOTE DRIVE STE 110

TUCSON AZ 85745

Contact: JUSTIN CURTIS

Phone: 520-740-0911

Email: PJASKOSKI@ALPHAGRAPHICSCPS.COM

Terms: 0.0000 %

Days: 30

Shipping Method:

Delivery Type: STANDARD GROUND

FOB:

Modification Reason

Extend the contract term for a period of six (6) months.

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All Transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Master Agreement No: 1200000000000000394

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Line	Description					
1	LIST CONVERSION Includes NCOA 50,001 to 100,00 pieces unit					
	Service Contract Amt		Service From	Service To		
	\$0.00		--	--		
2	LIST CONVERSION Includes NCOA 50,001 to 100,00 pieces unit					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0006	29312		
3	LIST CONVERSION Includes NCOA 25,001 to 50,000 pieces unit					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0007	29312		
4	PREPARATION & DELIVERY TO TUCSON BULK MAIL CENTER Prepare fl					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0008	29312		
5	PREPARATION & DELIVERY TO TUCSON BULK MAIL CENTER Prepare le					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0008	29312		
6	LIST CONVERSION Includes NCOA 10,001 to 25,000 pieces unit					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0009	29312		
7	LIST CONVERSION Includes NCOA 5001 - 10,000 pieces unit cos					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0011	29312		
8	LIST CONVERSION Includes NCOA 1- 5000 pieces unit cost = 0.					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0017	29312		
9	@(Substr ("Machine half-fold 8 1/2" x 11" sheet 10,001 to 25,00 unit c",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0028	29312		
10	@(Substr ("Machine half-fold 8 1/2" x 11" sheet Over 25,00 unit cost =",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0028	29312		
11	@(Substr ("Machine tri-fold 8 1/2" x 11" sheet 10,001 to 25,000 unit c",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0028	29312		
12	@(Substr ("Machine tri-fold 8 1/2" x 11" sheet Over 25,000 unit cost =",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0028	29312		
13	@(Substr ("Machine half-fold 17" x 11" sheet 10,001 to 25,000 unit c",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0035	29312		
14	@(Substr ("Machine half-fold 17" x 11" sheet Over 25,000 unit cost 0.",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0035	29312		
15	@(Substr ("Tabbing Single tab 1" 2,501 to 5,000 unit cost 0.0035",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0035	29312		
16	@(Substr ("Tabbing Single tab 1" 1 to 1,000 unit cost 0.0036",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0037	29312		
17	@(Substr ("Tabbing Single tab 1" 1,001 to 2,500 unit cost 0.0036",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0037	29312		
18	@(Substr ("Machine half-fold 8 1/2" x 11" sheet 5,001 to 10,000 unit pri",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0038	29312		
19	@(Substr ("Machine tri-fold 8 1/2" x 11" sheet 5,001 to 10,000 unit co",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0038	29312		
20	@(Substr ("Machine half-fold 8 1/2" x 11" sheet 2,501 to 5,000",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0045	29312		
21	@(Substr ("Machine half-fold 17" x 11" sheet 5,001 to 10,000 unit cos",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0046	29312		
22	@(Substr ("Machine tri-fold 8 1/2" x 11" sheet 2,501 to 5,000",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0045	29312		



MASTER AGREEMENT DETAILS

Master Agreement No: 12000000000000000394

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Line	Description					
23	@(Substr ("Machine half-fold 8 1/2" x 11" sheet 1 to 2,500",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0059	29312		
24	@(Substr ("Machine tri-fold 8 1/2" x 11" sheet 1 to 2,500",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0049	29312		
25	INK JET DIRECT IMPRESSION LABELING INK JET INDICIA unit cost					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.005	29312		
26	@(Substr ("Tabbing Double tab 1" 1 to 1,000 unit cost 0.00549",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0055	29312		
27	@(Substr ("Tabbing Double tab 1" 1,001 to 2,500 unit cost 0.00549",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0055	29312		
28	@(Substr ("Tabbing Double tab 1" 2,501 to 5,000 unit cost 0.0054",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0055	29312		
29	@(Substr ("Machine half-fold 17" x 11" sheet 2,501 to 5,000",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0055	29312		
30	@(Substr ("Machine half-fold 17" x 11" sheet 1 to 2,500 unit cost = 0",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0059	29312		
31	INK JET DIRECT IMPRESSION LABELING 3 LINE ADDRESS unit cost					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0063	29312		
32	INDICIA LABELS (set-up cost included in unit cost) Affix lab					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0069	29312		
33	INK JET DIRECT IMPRESSION LABELING 4 LINE ADDRESS unit cost					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0073	29312		
34	INK JET DIRECT IMPRESSION LABELING INK JET AND INDICIA SIMUL					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0083	29312		
35	@(Substr ("Tabbing Triple tab 1 1/2" unit cost 0.01683",1, 60))					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0168	29312		
36	SEALING Machine sealing of envelope					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.02	29312		
37	INDICIA LABELS (set-up cost included in unit cost) Produce l					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.0225	29312		
38	SEALING Hand sealing of envelope					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.025	29312		