



# **NOTICE OF INTENT TO AWARD**

**DATE:** May 31, 2023

**DESCRIPTION:** Printing and Mailing Services for Utility Bills and Notices

**IN RESPONSE TO:** IFB # 25-23

**ISSUED ON:** April 17, 2023

**CONTRACTOR(S)/VENDOR(S):** Peregrine Services Inc.

**BUYER:** *TJ Ellison*  
TJ Ellison  
Principal Buyer

Project Title: IFB 25-23 Printing and Mailing Services for Utility Bills and Notices

Closing Date: 5/9/2023 at 4:00 p.m.

Opened by: TJ Ellison *JE*

Witness: Gina Washington *GW*

NOTE: These results are preliminary only. Award will be made to the firm complying with the terms and conditions of the solicitation only after careful review and analysis.

### TABULATION OF QUOTATIONS/BIDS

1	Peregrine Services - Monroe, LA	6	EverView - Carlstadt, NJ
2	InfoSend, Inc. - Anaheim, CA	7	Sebis Direct, Inc. - Bedford Park, IL
3	Dantli Corporation - Laurel, MD	8	Mid-American Computer Corp. - Blair, NE
4	OneSource - Buffalo Grove, IL	9	
5	K & D Medical Billing - Edison, NJ	10	

Company	No. 1	No. 2	No. 3	No. 4	No. 5	No. 6	No. 7	No. 8	No. 9	No. 10
<b>Total Cost as Written on Bid</b>	\$510.00	\$1,123.50	\$5,103.58	\$586.00	\$316,000.00	\$1,086.50	\$833.00	\$64,620.00		
<b>Signature provided (Y/N)</b>	Y	Y	Y	Y	Y	Y	Y	N		
<b>Addendum No. 1</b>	Y	Y	Y	Y	N	Y	Y	Y		
<b>Affidavit</b>	Y	Y	Y	Y	N	Y	Y	Y		
<b>References</b>	Y	Y	Y	Y	N	Y	Y	Y		
<b>Questionnaire</b>	Y	Y	Y	Y	N	Y	Y	Y		
<b>Samples Attached</b>	Y	Y	Y	Y	N	Y	Y	Y		

# UNIT PRICING TABULATION

	Peregrine Services	InfoSend, Inc.	Dantli Corporation	OneSource	K & D Medical Billing*	EverView	Sebis Direct, Inc.	Mid America Computer Corp*
<b>Table A: Initial Professional Service Fee</b>								
One-Time Implementation/Setup Fee	\$0.000	\$0.000	\$5,100.000	\$500.000	\$10,000.000	\$500.000	595.000	\$60,000.000
<b>Table B: Cost of Materials</b>								
Statement Paper Stock Cost 8.5x11", 24# pound paper stock with a micro-perforation	\$0.020	\$0.015	\$0.090	\$0.024	\$0.100	\$0.015	0.010	\$0.050
Late Notices 8.5x11", 24# pound paper stock with a micro-perforation	\$0.020	\$0.015	\$0.090	\$0.024	\$0.100	\$0.015	0.010	\$0.050
Inline inserts 8.5x11", 24# pound paper stock	\$0.020	\$0.015	\$0.040	\$0.025	\$0.070	\$0.015	0.010	\$0.050
Outgoing Envelope Cost #10 envelope	\$0.020	\$0.023	\$0.170	\$0.027	\$0.100	\$0.035	0.024	\$0.050
Return Envelope Cost #9 envelope with security tint	\$0.020	\$0.023	\$0.190	\$0.019	\$0.090	\$0.025	0.020	\$0.050
Flat Envelope Cost Applies only to multi page bills that do not fit in the standard #10 envelope	\$0.050	\$0.190	\$0.230	\$0.450	\$0.100	\$0.250	0.023	\$0.050
<b>Table C: Service Fees</b>								
1 Page Bill Service Fee (Estimated volume 4,200/month) Includes file transmission, data processing, color duplex bill printing, PDF copy, mail preparation (folding, inserting a 1- page bill and the return envelope into an outgoing envelope) and delivery to the USPS.	\$0.040	\$0.089	\$1.460	\$0.020	\$3.000	\$0.035	0.070	\$0.700
1 Page Delinquent Notices (Estimated Volume 900/month) Includes file transmission, data processing, color duplex bill printing, PDF copy, mail preparation (folding, inserting a 1-page bill into an outgoing envelope) and delivery to the USPS.	\$0.040	\$0.089	\$1.460	\$0.020	\$3.000	\$0.035	0.070	\$0.700
1 Page Inline Inserts Service Fee Price to include full color duplex printing of insert PDF on the front and back of the page onto white page.	\$0.040	\$0.074	\$0.660	\$0.025	\$2.000	\$0.035	0.040	\$0.250
<b>Total</b>	<b>\$0.270</b>	<b>\$0.533</b>	<b>\$5,104.390</b>	<b>\$500.634</b>	<b>\$10,008.560</b>	<b>\$500.460</b>	<b>595.277</b>	<b>\$60,001.950</b>

**Notes:**  
\*Incomplete bid submission. Bid has been rejected.