

**TOWN OF RIVERHEAD**

**Resolution #370**

**AWARDS BID FOR TOWN WIDE PRINTING**

Councilman Hubbard offered the following resolution,

which was seconded by Councilwoman Kent

**WHEREAS**, the Town Clerk was authorized to publish and post a notice for sealed bids for **GENERAL TOWN WIDE PRINTING** for the Town of Riverhead and;

**WHEREAS**, 4 bids were received and opened at 2:00 pm on APRIL 24, 2018 at Town Hall, 200 Howell Avenue, Riverhead, New York, the date, time and place given in the Notice to Bidders.

**NOW THEREFORE BE IT RESOLVED**, that the bid for **TOWN WIDE PRINTING** for the Town of Riverhead be and hereby is, awarded to **EAST END PRINTING CORP. dba MINUTEMAN PRESS; ENVELOPES & PRINTED PRODUCTS, INC.; LOTUS EVENTS; & W.B. MASON** for prices on the attached pages.

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Kent Yes No

Hubbard Yes No

Giglio Yes No

Wooten Yes No

Jens-Smith Yes No

The Resolution Was  Thereupon Duly Declared Adopted



**PRINTING BID 2018  
AWARD**

<b>PRICING SHEET</b>		<b>500.00</b>	<b>1000</b>	<b>500</b>	<b>500.00</b>	<b>1000</b>	<b>500</b>	<b>1000</b>
		<b>ENVELOPES &amp; PRD. PRODS</b>		<b>LOTUS</b>	<b>MASON</b>		<b>EE PRINTING</b>	
	<b>BUSINESS CARDS - 65LB 3 1/2" X 2"</b>							
<b>1</b>	WHITE W/BLUE LETTERING RIVERHEAD POLICE DEPARTMENT	28.00	\$34.00	42.00	62.42	\$66.31	\$42.50	\$45.50
<b>2</b>	WHITE W/BLUE LETTERING; FIRE MARSHAL SEAL; COLORED SEAL; RED, YELLOW, BLUE, GREEN.	38.00	\$44.00	50.00	22.07	\$24.93	\$65.00	\$85.00
<b>3</b>	BUSINESS CARDS;BLACK LETTERING W/WHITE CARDSTOCK 65# GOLD RAISED OLICE DEPT. DET. SEAL	35.00	\$41.00	50.00	38.14	\$42.23	\$34.00	NO BID
<b>4</b>	SAME AS ABOVE WITHOUT RAISED LETTERING	34.00	\$40.00	50.00	70.05	\$73.40	\$42.50	\$45.50
<b>5</b>	BUSINESS CARDS,RIVERHEAD POLICE DEPT., COPE DIVN.;SEAL WHITE W/BLACK LETTERING;TOWN OF RIVERHEAD	28.00	\$34.00	42.00	38.14	\$42.23	\$34.00	\$45.50
<b>6</b>	BUSINESS CARDS 65#;3-1/2 X 2"; TOWN OF RIVERHEAD SEAL:CHAPERONE CARDS FOR RECREATION DEPT.	28.00	\$34.00	42.00	38.14	\$42.23	\$34.00	\$85.00
<b>7</b>	WHITE WITH BLUE L ETTERING,WHITE GLOSS CARDSTOCK;4 COLOR;TOWN OF RIVERHEAD SEAL;BLUE,GREEN,YELLOW,WHITE	58.00	\$78.00	68.00	133.21	\$157.53	\$70.00	\$90.00
<b>8</b>	NCR FORMS -3 PART - WHITE,YELLOW,GREEN-8 1/2 X 11 - "TOWN OF RIVERHEAD POLICE DEPARTMENT IMPOUND RECEIPT" (NUMBERED) SEE ATTACHED; 2 PER PAGE; 52 PAGES PER BOOK	NO BID		NO BID	NO BID	NO BID	\$296.31	NO BID
<b>9</b>	NCR FORMS - 3 PART-WHITE, YELLOW, PINK 5-1/2 X 8-1/2; 50 to a book, "ACCIDENT EXCHANGE INFORMATION" see attached	295.00		2,875.00	129.00	NO BID	\$200.14	NO BID
<b>10</b>	PADS; BLUE MEMO ; "INTER OFFICE COMMUNICATION"; 50 per book; attached	595.00		1,750.00	NO BID	NO BID	\$118.14	NO BID
<b>11</b>	GOLD FOLDER - size 11 3/4 x 9 1/2; "DETECTIVE CASE FOLDER"; black ink	495.00		215.00	NO BID	\$438.88	NO BID	NO BID
<b>12</b>	GOLD FOLDER; size 11 3/4" x 9 1/2"; "DWI CASE FOLDER"; black ink	795.00		405.00	NO BID	\$702.22	NO BID	NO BID
<b>13</b>	MEMO BOOK PAGES - WHITE W/BLACK INK, 7000 EACH; SAMPLE ATTACHED	NO BID		NO BID	NO BID	NO BID	249.86 (7M)	NO BID
<b>14</b>	PADS; RECEIPT - RIVERHEAD POLICE - DETECTIVE DIVISION - numbered; sample attached; NCR white, yellow pink; 50 per book	NO BID			289.54	NO BID	\$198.87	NO BID
<b>15</b>	ARREST CARDS; double sided; white w/black ink; 1000 card stock; 5x8	158.00		120 (1500)	155.38	NO BID	\$144.76	NO BID
<b>16</b>	"EXCUSED FROM DUTY" FORM;TOWN OF RIVERHEAD POLICE DEPT.	NO BID			NO BID	NO BID	\$683.73	NO BID

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<b>17</b>	PADS; NCR 5 PLY; white,green,yellow,pink,gold TOWN OF RIVERHEAD "POST ARRAIGNMENT CASH BAIL RECEIPT"; numbered; black ink; 25 per book	NO BID		NO BID	NO BID	NO BID		1588.40 (5M)
		<b>ENVELOPES &amp; PRD. PRODS</b>		<b>LOTUS</b>	<b>MASON</b>		<b>EE PRINTING</b>	
<b>18</b>	PADS; NCR 3 PLY; white, pink,yellow-POLICE DEPARTMENT, TOWN OF RIVERHEAD, NY "DESK APPEARANCE TICKET"; numbered; black ink; 50 per book.	NO BID		3,750.00	NO BID	NO BID		\$195.72
<b>19</b>	NCR 4 PLY; Green, yellow, pink, gold; POLICE DEPARTMENT, TOWN OF RIVERHEAD, NY "PRE ARRAIGNMENT CASH BAIL RECEIPT"; numbered; black ink; 25 per book	NO BID			NO BID	\$317.51		NO BID
<b>20</b>	8 1/2 X 14- "TSLE&D CONTROL SHEET"; black ink; 500 single sheets	\$128-15M		26,250 (150)	NO BID	NO BID		\$110.31
<b>21</b>	8 1/2 x 14 "TOWN SUMMONS CONTROL SHEET"; black ink; 500 single sheets	\$138-2M		31,000 (200)	NO BID	NO BID		\$141.59
<b>22</b>	<b>BUILDING DEPT. INSPECTION FORMS</b> ; 8-1/2 x 11 ncr;2 forms which would need to be cut or separable down the middle or conversely 1 form	NO BID		75.00	NO BID	NO BID		\$69.54
<b>23</b>	24" x 36" Poster board "OFFICIAL NOTICE TOWN OF RIVERHEAD VARIANCE"; black ink	NO BID			9,750.00	NO BID	NO BID	NO BID
<b>24</b>	24" x 36" Poster board "OFFICIAL NOTICE TOWN OF RIVERHEAD SITE PLAN"; black ink	NO BID		1,175.00	NO BID	\$4,875.00	NO BID	NO BID
<b>25</b>	24X26 POSTER BOARD "OFFICIAL NOTICE TOWN OF RIVERHEAD SUB DIVISION" BLACK INK	NO BID			4,875.00	NO BID	NO BID	NO BID
<b>26</b>	NCR 3 PLY WHITE,YELLOW,PINK CODE ENFORCEMENT DIVISION TOWN OF RIVERHEAD "CONSENT TO SEARCH" BLACK INK	139.00		95.00	NO BID	NO BID		NO BID
<b>27</b>	NCR 3 PLY WHIE YELLOW PINK OFFICE OF THE TOWN ATTORNEY INVESTIGATION UNIT;"COMPLAINT FORM" BLACK INK	139.00		95.00	NO BID	NO BID		NO BID
<b>28</b>	NCR 2 PLY; white, yellow; OFFICE OF THE TOWN ATTORNEY/INVESTIGATION UNIT "RENTAL APPLICATION FLOOR PLAN REVIEW"; black ink	92.00		65.00	NO BID	NO BID		NO BID
<b>29A</b>	NCR 2 PLY WHITE ON WHITE; "TOWN OF RIVERHEAD INVESTIGATION UNIT HOUSING INSPECTION REPORT" 2 SIDED; BLACK & RED INK	229.00		195.00	106.10	NO BID	\$103.66	NO BID
<b>29B</b>	NCR 2 PLY; WHITE ON WHITE; "INVESTIGATION UNIT HOUSING INSPECTION REPORT"; 2 SIDED BLACK & RED INK; BACK SIDE	229.00		195.00	224.07	NO BID	\$239.00	NO BID
<b>30A</b>	NCR 2 PLY; white on white; "INTERIOR INSPECTION SHEET"; two sided; black & red ink; back side	229.00		195.00	224.07	NO BID	\$239.00	NO BID
<b>30B</b>	NCR 2 PLY; white on white; "INTERIOR INSPECTION SHEET"; two sided; black & red ink	229.00		195.00	224.07	NO BID	\$239.00	NO BID
<b>31</b>	"IMPORTANT TAX INFORMATION"; TOWN OF RIVERHEAD SEAL WATER MARKED ON VOUCHER.	2,774.00		NO BID	224.07	NO BID	\$239.00	NO BID

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<b>32</b>	8 1/2 X 11 "TRI-FOLD VOUCHERS; PAYROLL/WATER BILLS"; indicia printed on document; TOWN OF RIVERHEAD SEAL; WATERMARKED ON VOUCHER	3,960.00		NO BID	NO BID	NO BID	NO BID	NO BID
<b>33</b>	8 1/2 X 11 "TOWN OF RIVERHEAD OFFICIAL CLAIM VOUCHER"; red & black ink	84.00		NO BID	49.93	\$84.70	\$157.69	NO BID
		<b>ENVELOPES &amp; PRD. PRODS</b>		<b>LOTUS</b>	<b>MASON</b>		<b>EE PRINTING</b>	
<b>34</b>	TOWN OF RIVERHEAD - "SOLID WASTE PERMIT"; red sticker w/white lettering; 3 1/2 x 4 1/2;	NO BID		1,036.00		NO BID	NO BID	\$620.58
<b>36</b>	TOWN OF RIVERHEAD - "RESIDENTIAL YARD WASTE"; green sticker w/black lettering	NO BID		1,036.00	NO BID	NO BID	NO BID	\$481.18
<b>37</b>	8 1/2 x 11 "RIVERHEAD RECYCLES"; white sticker w/blue lettering and recycle logo;	NO BID		1,283.00	269.62	NO BID	NO BID	\$655.00
<b>38</b>	"WATER ANNUAL REPORT"	295.00		361.00	329.55	NO BID	NO BID	\$206.00
<b>39</b>	"WATER DISTRICT NEWSLETTER"	495.00		361.00	135.88	NO BID	\$206.00	
<b>"RIVERHEAD RECREATION DEPT. BEACH PERMITS"</b>								
<b>a.</b>	"VEHICLE PARKING PERMIT WHITE VOID MYLAR DECALS STAPLED IN BOOKS OF 10 WITH FRONT & BACK COVERS	NO BID		NO BID	NO BID	NO BID	NO BID	NO BID
<b>b.</b>	"BOAT LAUNCH PERMIT DECALS" WITH VOID MYLAR DECALS STAPLED IN BOOKS OF 10 WITH FRONT & BACK COVERS	NO BID		NO BID	NO BID	NO BID		NO BID
<b>c.</b>	"4 X 4 PERMIT DECALS" WHITE VOID MYLAR DECALS STAPLED IN BOOKS OF 10 WITH FRONT & BACK COVERS	NO BID		NO BID	NO BID	NO BID	NO BID	NO BID
<b>d.</b>	"EAST CREEK DOCKING FACILITY DECALS" WHITE MYLAR DECALS NOT IN BOOKS	NO BID		NO BID	NO BID	NO BID		NO BID
<b>e.</b>	"EAST CREEK DAILY BOAT RAMP HANG TAGS" BOTH SIZE 3.25 X 7" 10 PT CARDSTOCK HANG TAGS WITH A HOLOGRAM AREA STAPLED IN BOOKS OF 10 WITH FRONT & BACK COVERS	NO BID		NO BID	NO BID	NO BID	NO BID	NO BID
<b>f.</b>	"NIGHT FISHING PERMIT HANG TAGS" SIZE 2.75" X 6" 20 MIL COMPOSITE (DURABLE HANG TAG MATERIAL) WITH ABRASIVE INK WRITE IN AREAS (NOT IN BOOKS)	NO BID		NO BID	NO BID	NO BID	NO BID	NO BID
<b>g.</b>	"SPECIAL EVENT PERMIT HANG TAGS" SIZE 2.75" X 6" CARDSTOCK HANG TAGS NOT IN BOOKS	NO BID		NO BID	79.35	NO BID	NO BID	NO BID
<b>h.</b>	"EAST CREEK DOCKING FACILITY HANG TAGS" (GUEST PASS)- SIZE 2.75" x 6" 20 MIL COMPOSITE (DURABLE HANG TAG MATERIAL) WITH ABRASIVE INK WRITE-IN AREAS (NOT IN BOOKS)	NO BID		NO BID	NO BID	NO BID	NO BID	NO BID
<b>41</b>	"BEACH ATTENDANT END OF SEASON EVALUATION FORM" 3 PLY; NCR WHITE, YELLOW,PINK;8-1/2 X 14	189.00		115.00	153.70	No bid	\$165.38	
<b>42</b>	"WATER SAFETY INSTRUCTOR EVALUATION FORM"3 PLY, NCR; 8-1/2 X 14	189.00		115.00	153.70	No bid	\$165.38	

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<b>43</b>	<b>"INDIVIDUAL ATTENDANT DEPOSIT RECORD" 4 PLY</b> NCR;WHITE,YELLOW,PINK,GOLD;8-1/2 X 5-1/2 2 ON A PAGE	198.00		75.00	333.40	No bid	\$121.98	
<b>44</b>	<b>"LIFEGUARD END OF SEASON EVALUATION FORM" 3 PLY</b> NCR;WHITE YELLOW,PINK;8-1/2 X 14	189.00		115.00	153.70	165.38	NO BID	