That the Board of County Commissioners approve the award of Bid No. 602675-12, Annual Requirements Contract for Reprographic Services, to the low responsive and responsible bidder. Staff recommends rejection of the bid received from Horizon Solutions, and award to CM Reprographics, Inc. (For possible action)

**FISCAL IMPACT:**

Fund#: 2020.000; 4120.000; 4170.000; 4180.000; 4370.000; 4420.000; 4550.000; 4990.000

Fund Name: Road Fund; Master Transportation Plan; Master Transportation Bond Improvements; Master Transportation Room Tax Improvements; County Capital Projects; Public Works Capital Construction; SNPLMA Capital Construction; Public Works Regional Improvements

Fund Center: 1260110001 Funded Pgm/Grant: N/A

Description: Reprographic Services Amount: $83,707.25 Annual estimate

Added Comments: Services to be requested as needed, with funding from any of the above mentioned sources for Clark County Public Works. Additional Clark County departments’ funds will be based on approved budget appropriations. The total value of the contract award is estimated in the amount of $585,313.00 should all options be exercised and increased user requirements included.

**BACKGROUND:**

Bid No. 602675-12, Annual Requirements Contract for Reprographic Services was advertised on June 22, 2012. Five bids were received:

<table>
<thead>
<tr>
<th>BIDS RECEIVED</th>
<th>BID AMOUNTS:</th>
<th>CORRECTION:</th>
<th>CORRECT TOTALS:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CM Reprographics, Inc. (WBE)</td>
<td>$83,707.25</td>
<td>-$2.00</td>
<td>$84,545.85*</td>
</tr>
<tr>
<td>ReproGraphic Solutions (NBE)</td>
<td>$84,547.85</td>
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<td>$84,545.85*</td>
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<tr>
<td>ARC (NBE)</td>
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<td>$101,731.65</td>
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<tr>
<td>OfficeMax North America, Inc. (NBE)</td>
<td>$153,734.35</td>
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<td>$153,734.35</td>
</tr>
</tbody>
</table>

Horizon Solutions **

* - Corrected Total
** - Bid Rejected

Staff recommends the rejection of the bid received from Horizon Solution as the bid was not received on time.

This bid will allow Clark County Public Works and other Clark County departments, as needed, to obtain reprographic services for specifications, drawings, related materials, and services associated with Clark County Public Works project development.

9/4/2012

Agenda Item #
Following are the pertinent provisions of the contract:

- Term of the contract shall be from the date of award through December 31, 2013.
- Includes the option to renew for four, one-year periods.
- Includes the option to increase the award amount up to 15 percent based on possible increased user requirements for the renewal terms.

The initial term of 15 months was selected by staff to align all contracts with the calendar year, and was selected prior to approval of the Board’s recent resolution limiting total contract length. Additionally, this initial 15 month term is in the terms and conditions of the bid documents that the Bidders used to place their bids.

In accordance with NRS 332.065, if the governing body or its authorized representative has advertised for or requested bids in letting a contract, the governing body or its authorized representative must award the contract to the lowest responsive and responsible bidder. CM Reprographics, Inc. currently holds a valid Clark County Business License.

Prepared by: Chetan Champaneri

Respectfully submitted,

GEORGE W. STEVENS
Chief Financial Officer
B602675-12-ReprographicServices-CAC.Doc