

**SWEET HOME CENTRAL SCHOOL DISTRICT
OF AMHERST AND TONAWANDA**

M E M O R A N D U M

TO: Michael V. Ginestre, Superintendent of Schools
FROM: Donald G. Feldmann, Assistant Superintendent for Finance & Plant Services
DATE: March 3, 2025
RE: Commercial Printing & Mail Preparation of Sweet Home Source
Bid # 2025-26-15

(AP)

Background:

Bid specifications for the Commercial Printing & Mail Preparation of the 2025-26 Sweet Home Source Magazine were developed by my office with the help of Christine Slagle, Public Relations Coordinator. The bid was broken into three parts for pricing: 1) two 16 page magazines; 2) one 20 page magazine; and 3) mail preparation. The bid results also reflect a full color magazine. Please see bid tabulation for the breakdown of pricing by the various vendors.

After being advertised in the Amherst Bee and mailed to twenty-five vendors (25), bids were received from ten (10) vendors.

Bid Tabulation:

Below is a summary of the current bid results:

Vendor	Two 16 Page Magazines	One 20 Page Magazine	Mail Preparation for 3 publications	Bid Grand Total
Orffeo Printing & Imaging	\$9,148.00	\$5,680.00	\$1,030.00	\$15,858.00
Haig Graphic Communication	\$9,292.00	\$6,952.00	\$630.00	\$16,874.00
Courier Printing Corporation	\$10,002.00	\$6,376.00	\$723.00	\$17,101.00
DataMation Printing & Graphics	\$9,846.00	\$6,349.00	\$2,250.00	\$18,445.00
JDS Graphics	\$10,570.00	\$7,295.00	\$1,375.00	\$19,240.00
Indiana Printing & Publishing Company	\$9,508.30	\$6,341.66	\$3,597.27	\$19,447.23
Keller Brothers & Miller Inc.	\$13,272.00	\$8668.00	\$2,082.00	\$24,022.00
Zenger Group	\$14,774.00	\$9,675.00	\$2,214.00	\$26,663.00
G&M Enterprises	No Remark	No Remark	No Remark	No Remark
RMF Print Management Group	No Remark	No Remark	No Remark	No Remark

Bid Recommendation:

It is my recommendation that the bid be awarded **in totality to Orffeo Printing & Imaging for \$15,858**. Orffeo has printed the newsletter and calendar for the District in the past as well as other projects and has always done an outstanding job. This award represents a **\$226 decrease** over last year's award.