

**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: February 26, 2026
RE: Commercial Printing & Mail Preparation of Sweet Home Source
Bid # 2026-27-15



Background:

Bid specifications for the Commercial Printing & Mail Preparation of the 2026-27 Sweet Home Source Magazine were developed by my office with the help of Christine Lyle, 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-nine vendors (29), bids were received from six (6) 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
Orfeo Printing & Imaging	\$8,970.00	\$5,600.00	\$900.00	\$15,470.00
CPC Printing & Promotions	\$8,076.04	\$6,039.66	\$1,808.66	\$15,924.36
DataMation Printing & Graphics	\$8,584.00	\$5,630.00	\$2,355.00	\$16,569.00
Tobay Printing Company	\$11,962.00	\$7,296.00	\$2,514.00	\$21,772.00
Courier Printing Corp.	\$14,220.00	\$8,427.00	\$966.00	\$23,613.00
Print Plus	No Remark	No Remark	No Remark	No Remark

Bid Recommendation:

It is my recommendation that the bid be awarded **in totality to Orfeo Printing & Imaging for \$15,470.00**. Orfeo 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 **\$388 decrease** over last year's award.