

Kerstin Hancock

From: Larry Gaddes
Sent: Tuesday, July 20, 2010 8:12 AM
To: Kerstin Hancock
Subject: FW: Printing Bids
Attachments: Bid Information Speadsheet v2.0.xlsx

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Kerstin,

Attached is a printer bid spreadsheet that we created to analyze the data contained in the submitted bids. Most of the bids were very similar on much of the criteria and data that we requested. Two primary criteria distinguish one bidder from the next.

One criteria that we felt was paramount to a printers ability to accurately process, print and mail tax statements in a timely manner was their experience and knowledge in working with our current tax software program Orion. Only 3 bidders met this qualification (highlighted in yellow with a "Y").

The next criteria we used to help determine the most suitable bidder was cost. As noted by the yellow highlighted cell on the bottom/middle of the spreadsheet, of the 3 bidders with knowledge of our Orion software, Business Ink was lowest cost bidder.

All other criteria information submitted by Business Ink compares equally or more favorably to data submitted by all other bidders.

For this reason, the Williamson County Tax Assessor/Collectors office recommends that the Williamson County Commissioners Court contracts with Business Ink for our printing needs for the 2010-2011 tax year.

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