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AUTHORIZING PURCHASE OF SERVICES AGREEMENT BETWEEN DANE COUNTY AND BCS FOR TAX & ASSESSMENT PRINTING NEEDS

Upon expiration of the current agreement, the Purchasing Division of the Department of Administration recently solicited proposals for printing needs for tax bills, notices, tax rolls, and assessment rolls. Following receipt and scoring of the proposals, staff recommends a Purchase of Services Agreement be awarded to Business Communication Solutions, LLC (BCS).

Services provided by the vendor under this agreement include printing needs for tax bills, notices, tax rolls, and assessment rolls. The agreement is covered by funds budgeted annually for these services.

NOW, THEREFORE, BE IT RESOLVED that BCS be awarded a five-year contract not to exceed \$50,000 annually; and

BE IT FURTHER RESOLVED that staff of the Treasurer’s Office and the Department of Planning and Development be directed to ensure the terms of the agreement are satisfied; and

BE IT FINALLY RESOLVED that the County Executive and the County Clerk be authorized to sign the Purchase of Services Agreement.

Submitted by:

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