



**TARRANT COUNTY PURCHASING DEPARTMENT**

100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.  
Purchasing Agent

Chris Lax, CPSM, CPCP  
Assistant Purchasing Agent

May 17, 2022

Brad Houseknecht  
NPC, Inc.  
13710 Dunnings Hwy,  
Claysburg, PA 16625

RE: RFP No. 2021-114, Annual Contract for Printing and Mailing of Absentee Ballots

Dear Brad:

Referenced contract was for twelve (12) months with two (2) options to renew for an additional twelve (12) months each. The original contract was for the period of September 7, 2021 through September 6, 2022. The effective dates for the first renewal option will run from September 7, 2022 through September 6, 2023.

Tarrant County Purchasing Department hereby extends an invitation to your company to accept the renewal option for an additional one (1) year period as a vendor for this contract as awarded. Please mark the appropriate response below and provide your signature above your printed name. Prices must remain firm for the optional renewal period.

Yes, we will accept the offer to extend the same contract pricing and discounts through September 6, 2023. Please include a current 1295 Form with your response.

No, we will NOT accept the offer to extend the same contract pricing and discounts through September 6, 2023.

Are any other governmental entities currently utilizing this contract?  Yes  No  
If yes, please return a listing of the participating entities with this letter.

Please email your signed response.

Sincerely,

A handwritten signature in cursive script that reads "Gwen Peterson".  
Gwen Peterson, C.P.M., A.P.P.  
Tarrant County  
817-884-1145

Brad  
Houseknecht  
NPC, Inc.

Digitally signed by Brad Houseknecht  
Date: 2022.05.25 10:17:52 -04'00'

\_\_\_\_\_ Date



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May 17, 2022

Robert Witko  
Fort Orange Press, Inc.  
11 Sand Creek Rd.  
Albany, NY 12205

RE: RFP No. 2021-114, Annual Contract for Printing and Mailing of Absentee Ballots

Dear Mr. Witko:

Referenced contract was for twelve (12) months with two (2) options to renew for an additional twelve (12) months each. The original contract was for the period of September 7, 2021 through September 6, 2022. The effective dates for the first renewal option will run from September 7, 2022 through September 6, 2023.

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Are any other governmental entities currently utilizing this contract?  Yes  No  
If yes, please return a listing of the participating entities with this letter.

Please email your signed response.

Sincerely,

Gwen Peterson  
Gwen Peterson, C.P.M., A.P.P.  
Tarrant County  
817-884-1145

[Signature] President  
Fort Orange Press, Inc. Date 6/6/22



**TARRANT COUNTY**  
PURCHASING DEPARTMENT

MELISSA LEE, C.P.M., A.P.P.  
PURCHASING AGENT

CHRIS LAX, CPSM, CPCP  
ASSISTANT PURCHASING AGENT

**DATE:** MAY 3, 2022  
**TO:** HEIDER GARCIA OR TROY HAVARD  
**DEPT:** ELECTIONS ADMINISTRATION  
**FROM:** GWEN PETERSON, C.P.M., A.P.P., SENIOR BUYER  
**RE:** RENEWAL OF RFP No. 2021-114, ANNUAL CONTRACT FOR PRINTING AND MAILING OF ABSENTEE BALLOTS

THE ABOVE REFERENCED CONTRACT EXPIRES ON SEPTEMBER 6, 2022. THE ORIGINAL CONTRACT WAS FOR TWELVE (12) MONTHS AND CONTAINED TWO (2) OPTIONS FOR RENEWAL. IF RENEWED, THE FIRST OPTION WILL COMMENCE ON SEPTEMBER 7, 2022, AND EXPIRE ON SEPTEMBER 6, 2023.

IF YOU WISH TO RENEW THIS CONTRACT, IT WILL BE NECESSARY TO HAVE A NEW CONTRACT IN PLACE BY SEPTEMBER 7, 2022.

PLEASE CHECK THE APPROPRIATE BOX BELOW.

THANK YOU.

YES, I WISH TO RENEW THIS CONTRACT.

NO, I DO NOT WISH TO RENEW THIS CONTRACT.

IF YOU WISH TO RENEW, PLEASE PROVIDE FUNDING INFORMATION FOR THE SERVICES:

**521031-10000-2022-1420000000**

DEPARTMENT SIGNATURE / DATE:

Digitally signed by Troy Havard  
Date: 2022.05.03 13:48:21  
-05'00'

5/3/22

RFP 2021-114,  
Annual Contract for Printing and Mailing of Absentee Ballots

Criteria	Max Points	Action Printing Lubbock, TX HUB - No	Cathedral Corporation d/b/a Fidar Elections Services Rome, NY HUB - No	Elections Operating LLC d/b/a Plerus Kalamazoo, MI HUB - No	<i>Secondary</i>	Integrated Voting Systems, Inc. Dinuba, CA HUB - No
					<i>Fort Orange Press, Inc. Albany, NY HUB - No COOP - No</i>	
Ballot Printing and Packing: Compatibility	123.08	8.21	16.41	65.64	73.85	41.03
Ballot Printing and Packing: Packaging	200.00	13.33	120.00	66.67	120.00	66.67
Mailing: Mailing Services	200.00	13.33	120.00	93.33	120.00	80.00
Extras: Added Value	76.92	5.13	5.13	10.26	35.90	5.13
References	100.00	67.00	80.00	47.00	93.00	60.00
Proposed Price	300.00	181.31	153.26	248.83	166.15	266.83
Total Score	1000.00	288.31	494.80	531.73	608.90	519.66

Absolute Print Solutions and Print World submitted no-bids.

RFP 2021-114,  
Annual Contract for Printing and Mailing of Absentee Ballots

Criteria	Max Points	Primary			
		NPC, Inc. Claysburg, PA HUB - No COOP - Yes	Robis Elections, Inc. Wheaton, IL HUB - No	Runbeck Election Services, Inc. Phoenix, AZ HUB - No	Taylor Print Impressions North Mankato, MN HUB - No
Ballot Printing and Packing: Compatibility	123.08	90.26	65.64	57.44	24.62
Ballot Printing and Packing: Packaging	200.00	133.33	53.33	106.67	40.00
Mailing: Mailing Services	200.00	160.00	120.00	106.67	53.33
Extras: Added Value	76.92	56.41	25.64	0.00	5.13
References	100.00	60.00	87.00	60.00	33.00
Proposed Price	300.00	300.00	124.65	201.14	127.40
Total Score	1000.00	800.00	476.26	531.92	283.48

Absolute Print Solutions and Print World submitted no-bids.