

Print Services Bid

Background

The County outsources all of its professional print services work to a pool of vendors selected through a competitive bid process. All vendors must be certified by the County's [Small, Local and Emerging Business \(SLEB\) program](#). We also encourage them to become certified by the Alameda County Green Business Program as a [Green Printer](#). We encourage the use of post-consumer recycled content for certain paper types where it is available at competitive prices.

Bid Details

Bid Type: Request for Quotation (RFQ)

Master Contract Number: 901350 & 901447

Contract Start Date: December 1, 2015

Contract Length: Three years with the option for two one-year renewals

Services Awarded: Print services

Vendors: Admail Express; Bay Central Printing; Butterfly Direct; Crane Business Solutions; CEC Print Solutions; Dakota Press; East Bay Blue Print and Supply; Felt's Printing & Signs; FolgerGraphics; Golden Gate Litho; In & Out Printing Services; Inter-City Printing Company; KORE Print Solutions; L & D Printing; Litho Process Company; On Point Document Outsourcing; Pacific Coast Concepts; Pacific Color Graphics; Pacific Print Resources; Pinnacle Printing Systems; Vision Isle

Pricing: Available upon request. Please contact the GSA Procurement Department at (510) 208-9623.

More Information: For more information, or to request a copy of the bid, contract or award summary, call the Alameda County General Services Agency Procurement Department at (510) 208-9623.

Disclaimer

This document provides an excerpt of the environmental specifications from this bid. It is compiled from the original bid and all addendums issued during the procurement process. It may not include all of the product or service specifications, e.g., those unrelated to environmentally preferable purchasing. It is provided for informational purposes only. Agencies interested in evaluating this bid for a piggybacking opportunity should obtain a full copy of the bid and other relevant documents as they require.

Environmental Specifications Excerpt: RFQ No. 900785

I. STATEMENT OF WORK

A. INTENT

It is the intent of these specifications, terms and conditions to describe the outsourcing of printing services required by the County, its departments and agencies. The intent is to solicit and qualify multiple contractors to provide printing services throughout the County. The choice of qualified vendor(s) to provide printing services will be at the discretion of the individual County Departments, based on the distributed price lists.

The County intends to award a three-year contract (with option to renew) to the bidders selected as the lowest responsible bidders whose responses meet the County's requirements. It is the County's intent to increase participation of certified small, local and emerging businesses (SLEB). In order to participate in this RFQ, a business **must be certified by the County as a small local or emerging local business.**

The intent of this RFQ is to implement a cost effective program that will be easy to use and meet the requirements of County departments and agencies for quality printing, shortened turn-around times and lowered costs per copy.

The County would like to promote the use of environmentally preferable papers in print service work and to contract with printers who are certifiable by the Alameda County Green Business Program as a Green Printer. Further information about the Bay Area Green Business program can be found at <http://www.greenbiz.ca.gov/BGPrinter.html>.

5. Green Business Certification:

- a. The County is vitally interested in promoting sustainable business practices of our vendor community. Vendors under contract who obtain and maintain current certification by the Alameda County Green Business Program as a Green Printer shall be promoted as such to County departments and agencies, who will be encouraged to contract with certified Green Businesses whenever feasible. Promotional activities will begin no earlier than six months after contract start to allow sufficient time for vendors to obtain certification.
- b. Certification criteria for becoming a certified Green Printer can be found online at <http://www.greenbiz.ca.gov/BGPrinter.html>. Technical assistance is available from the Alameda County Green Business Program Coordinator at (510) 567-6770 or Pamela.Evans@acgov.org.

6. Printing Requirements:

The following requirements apply to all County print and copy jobs executed under this contract.

- a. Contractor shall use paper that is whitened without the use of elemental chlorine.
- b. Contractors shall use inks with low volatile organic compounds (VOCs), as defined in the Alameda County Green Printer requirements (downloadable at <http://www.greenbiz.ca.gov/BGPrinter.html>), whenever practicable.
- c. Contractor shall recycle, at a minimum, waste paper from their operations.
- d. Contractor shall use waste minimization practices in providing services to the County such as double-siding print and copy jobs, reducing and reusing packaging and packaging supplies, and sizing print jobs to reduce overage. Other measures such as those outlined in the Green Business Program for Printers shall be used as appropriate.
- e. Contractor shall stock and utilize frequently used paper grades that contain the minimum recycled content for each paper category as outlined in the United States Environmental Protection Agency (EPA) Comprehensive Procurement Guidelines (CPG) for printing and writing papers (<http://www.epa.gov/epaoswer/non-hw/procure/products/paper.htm>). These guidelines specify minimum post-consumer and recovered fiber content and are summarized in the table below. Printer is responsible for ensuring that print and copy jobs are in compliance with the current CPG standard.

Post-Consumer and Recovered Fiber Specification Summary Table

Item	Notes	Specification
Multi-purpose office paper	Business papers such as bond, electrostatic, copy, duplicator, and reproduction	CPG Standard of minimum 30% post-consumer recycled content
Offset	Used for commercial printing direct mail, technical documents, and manuals	CPG Standard of minimum 30% post-consumer recycled content
Carbonless	Used for multiple-impact copy forms	CPG Standard of minimum 30% post-consumer recycled content
Specialty Papers	Business papers such as bond, electrostatic, copy, duplicator, and reproduction	CPG Standard of minimum 30% post-consumer recycled content
Coated Printing Papers	Used for flyers, advertisements, posters, magazines, etc.	CPG Standard of minimum 10% post-consumer recycled content

Note: If minimum requirements stated above are unavailable to certain print products, vendor shall not deviate from these specifications without prior approval from the County customer.

- f. Contractor will label recycled-content print products as such whenever possible. Letterhead, envelopes, and business cards will include post-consumer recycled content and be labeled with the % post-consumer recycled content.

Contract Pricing

To view the contract price list, click [here](#). (*Microsoft Excel File, 483kb)

This information is provided for informational purposes only and is current as of the contract start date listed in this document or otherwise stated in the following pages. Alameda County does not guarantee pricing or that you will be able to piggyback on any contract. If your agency wishes to piggyback, contact the vendor directly and work with your legal counsel to establish a separate contract apart from Alameda County.

For more information, please contact the GSA Procurement Department at (510) 208-9623.