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AUG 08 2013
C-08-0384
LANCASTER COUNTY
CLERK

AMENDMENT TO AGREEMENT FOR
ANNUAL REQUIREMENTS FOR QUICK COPY AND RELATED SERVICES, BID NO. 08-174
CITY OF LINCOLN/LANCASTER COUNTY/LINCOLN-LANCASTER COUNTY PUBLIC
BUILDING COMMISSION
EXTENSION

This Amendment is hereby entered into on this 15th day of Aug, 2013, by and between Cornerstone Printing & Imaging, 201 No. 14th St., Lincoln, NE 68508 (hereinafter "Contractor") and City of Lincoln, Nebraska; Lancaster County, Nebraska; and Lincoln-Lancaster County Public Building Commission (hereinafter "Owners"), for the purpose of extending the Contract C-08-0384, dated July 10, 2008, and E.O. 18423, dated July 25, 2008, and City Resolution No. 85393, dated June 10, 2009 (the "Contract"), for The Annual Requirements for Quick Copy and Related Services, Bid No. 08-174, which is made a part hereof by this reference.

WHEREAS, the original term of the Contract is for **three (3) years** with the option to renew for **two (2) additional one (1) year terms** beginning July 25, 2008 through July 24, 2011.

WHEREAS, the Agreement was amended by the City E.O. 84060 on August 24, 2012, and by the County Contract C-11-0308, executed by the County Board on June 7, 2011, to renew the agreement for an additional one (1) year period from July 25, 2011 through July 24, 2012; and

WHEREAS, the Agreement was amended by the City E.O. 85315 on August 24, 2012, and by the County Contract C-12-0517, executed by the County Board on September 4, 2012, to renew the agreement for an additional one (1) year period from July 25, 2012 through July 24, 2013; and

WHEREAS, the parties wish to extend the agreement beginning July 25, 2013 through November 1, 2013 and

WHEREAS, the estimated expenditures for Lancaster County Departments for the term of this renewal shall not exceed \$4,000.00 without prior approval of the Lancaster County Board of Commissioners.

WHEREAS, the estimated expenditures for City Departments for the term of this renewal shall not exceed \$14,000.00 without prior approval by the City of Lincoln.

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants contained in the Contract, under County Contract C-08-0384 and E.O. 18423, dated July 25, 2008 and City Resolution No. 85393, all amendments thereto, and as stated herein, the parties agree as follows:

- 1) The Contract shall be extended beginning July 25, 2013 through November 1, 2013; and
- 2) The estimated expenditures for Lancaster County Departments for the term of this renewal shall not exceed \$4,000.00 without prior approval of the Lancaster County Board of Commissioners.
- 3) The estimated expenditures for City Departments for the term of this renewal shall not exceed \$14,000.00 without prior approval by the City of Lincoln.
- 4) All other terms of the Contract, not in conflict with this Amendment, shall remain in full force and effect.

The Parties do hereby agree to all the terms and conditions of this Amendment. This Amendment shall be binding upon the parties, their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the Parties do hereby execute this Amendment.

The Board of County Commissioners of
Lancaster County, Nebraska

City of Lincoln, Nebraska

Executed this 13 day of August, 2013

Executed this 29th day of July, 2013

[Signature]
[Signature]
[Signature]
[Signature]

[Signature]
 Finance Director

Lincoln-Lancaster County Public Building Commission

[Signature]
 Lancaster County Attorney

Executed this 20th day of August, 2013
[Signature]
 Chairperson

Supplier, please sign and date. Mail back to our office; a faxed copy is not acceptable.

Company Name: (PLEASE PRINT)	Cornerstone Printing + Imaging
By: (PLEASE PRINT)	Kevin Thomas
By: (PLEASE SIGN)	<u>[Signature]</u>
Title:	President
Company Address: (PLEASE PRINT)	1201 Infinity Ct Lincoln, NE 68512
Company Phone & Fax: (PLEASE PRINT)	402-457-0000 402-437-0001
E-Mail Address: (PLEASE PRINT)	Kevin@cornerstonelincoln.com
Date: (PLEASE PRINT)	7/25/13

Amendment to Agreement for
City of Lincoln/Lancaster County/ Lincoln-Lancaster County Public Building Commission
Annual Requirements for Quick Copy and Related Services
Bid No. 08-174
Final Renewal

RECEIVED
C-12-0517
AUG 29 2012

This Amendment is hereby entered into on this 6 day of August, 2012, by and between Cornerstone Printing & Imaging, 1201 Infinity Court, Lincoln, NE 68512 (hereinafter "Contractor") and the City of Lincoln and Lancaster County and Lancaster County Public Building Commission (hereinafter "Owners"), for the purpose of Amending the Agreement C-08-0324, dated July 10, 2008, and EO # 18423, dated July 25, 2008 and Resolution 85393, dated June 10, 2009, (the "Agreement"), for Annual Requirements for Quick Copy and Related Services, Bid No. 08-174, which is made a part of this amendment by this reference.

WHEREAS, the original term of the Agreement is July 25, 2008 thru July 24, 2011, with the option to renew for two (2) additional one (1) year periods upon written mutual consent of both parties; and

WHEREAS, the parties wish to renew the agreement for an additional one (1) year term being July 25, 2012 through July 24, 2013; and

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants contained in the Agreement, under County Contract C-08-0324 and City EO # 81423 and Resolution A-85393, and stated herein the parties agree as follows:

- 1) The parties agree the term of the Agreement shall be from July 25, 2012 through July 24, 2013.
- 2) All other terms of the Agreement, not in conflict with this Amendment, shall remain in full force and effect.

The Parties do hereby agree to all the terms and conditions of this Amendment. This Amendment shall be binding upon the parties, their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the Parties do hereby execute this Amendment.

Lancaster County Board of Commissioners Signatures

Executed this 4 day of September 2012
[Signature]
[Signature]
[Signature]
[Signature]
[Signature]
Raybould Absent

City of Lincoln

Executed this 24 day of August, 2012
[Signature]
Mayor

Approved by Executive Order No. 85315

Lincoln-Lancaster County Public Building Commission

Executed this 3 day of Sept, 2012
[Signature]
Chairperson
[Signature]
Commission Attorney

[Signature]
Lancaster County Attorney

Supplier, please sign and date. Mail back to our office; a faxed copy is not acceptable.

Dated _____

Company Name: (PLEASE PRINT)	Cornerstone Print + Marketing
By: (PLEASE PRINT)	Kevin Thomas
By: (PLEASE SIGN)	<u>[Signature]</u>
Title:	President
Company Address: (PLEASE PRINT)	1201 Infinity Ct. 68512
Company Phone & Fax: (PLEASE PRINT)	402-437-0000
E-Mail Address: (PLEASE PRINT)	Kevin@cornerstoneimaging.com

Amendment to Agreement for Annual Requirements for Quick Copy and Related Services, Bid No. 08-174 City of Lincoln/Lancaster County/Lincoln-Lancaster County Public Building Commission

This Amendment is hereby entered into on this 26 day of May, 2011, by and between Cornerstone Printing & Imaging, 201 No. 14th St., Lincoln, NE 68508 (hereinafter "Contractor") and the City of Lincoln; Lancaster County; and Lincoln-Lancaster County Public Building Commission (hereinafter "Owners"), for the purpose of renewing the Agreement C-08-0324, dated July 10, 2008; EO # 81423, dated July 25, 2008 and Resolution 85393, dated June 10, 2009, (the "Agreement"), for Annual Requirements for Quick Copy and Related Services, Bid No. 08-174 which is made a part of this amendment by this reference.

WHEREAS, the original term of the Agreement is July 25, 2008 thru July 24, 2011, with the option to renew for two (2) additional one (1) year terms upon written mutual consent of both parties; and

WHEREAS, the parties wish to renew the agreement for the an additional one (1) year term (1st renewal) beginning July 25, 2011 thru July 24, 2012 and

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants contained in the Agreement, under County Contract C-08-0324 and City EO #81423 and Resolution #85393, and stated herein the parties agree as follows:

- 1) The Agreement shall be extended from July 25, 2011 thru July 24, 2012
2) All other terms of the Agreement, not in conflict with this Amendment, shall remain in full force and effect.

The Parties do hereby agree to all the terms and conditions of this Amendment. This Amendment shall be binding upon the parties, their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the Parties do hereby execute this Amendment.

Lancaster County Board of Commissioners Signatures

Executed this 7 day of June, 2011

Handwritten signatures of Lancaster County Board of Commissioners: Greg Kuykendall, Denise Beck, Deb Schmitt, Harry Hudson

Approve as to form this 7 day of June, 2011

Signature of Bullant Johnson, Deputy County Attorney for Lancaster County Attorney

City of Lincoln

Executed this 26 day of May, 2011

Signature of Mayor, Approved by Executive Order No. 84060

Lincoln-Lancaster County Public Building Commission

Executed this 10th day of May, 2011

Signature of Chairperson, Harry Hudson

RECEIVED stamp

JUN 01 2011

LANCASTER COUNTY CLERK stamp

Supplier, please sign and date. Mail back to our office; a faxed copy is not acceptable.

Date 5/3/11

Table with 2 columns: Field Name and Value. Fields include Company Name, By, Title, Company Address, Company Phone & Fax, and E-Mail Address. Values are handwritten: Cornerstone Printing + Imaging, Kevin Thomas, Co-Owner, 201 N. 14th St. 68508, 402 437-0000 437-0001, Kevin@cornerstoneimaging.com

Smart# 08070085

FILED

CO# _____

JUL 10 2008

C-08-0324

LANC. COUNTY CLERK

CONTRACT DOCUMENTS

**CITY OF LINCOLN-NEBRASKA
LANCASTER COUNTY
PUBLIC BUILDING COMMISSION**

**Annual Requirements
For
Rebid - Annual Requirements for Quick Copy
and
Related Services**

Specification #08-174

**Cornerstone Printing & Imaging
201 North 14th Street
Lincoln, NE 68508**

402-437-0000

**CITY OF LINCOLN/PUBLIC BUILDING COMMISSION/LANCASTER COUNTY, N E B R A S K A
CONTRACT AGREEMENT**

THIS CONTRACT, made and entered into this _____ day of _____ 2008, by and between **Cornerstone Printing & Imaging, 201 North 14th Street, Lincoln, NE 68508** hereinafter called "Contractor", and the City of Lincoln, Nebraska, a municipal corporation, and the County of Lancaster, Nebraska, a political subdivision of the State of Nebraska, and the Public Building Commission hereinafter called the "Owners".

WHEREAS, the Owner has caused to be prepared, in accordance with law, Specifications, Plans, and other Contract Documents for the Work herein described, and has approved and adopted said documents and has caused to be published an advertisement for and in connection with said Work, to-wit:

For providing the **Rebid - Annual Requirements for Quick Copy and Related Services, Specification #08-174** and,

WHEREAS, the Contractor, in response to such advertisement, has submitted to the Owners, in the manner and at the time specified, a sealed Proposal in accordance with the terms of said advertisement; and,

WHEREAS, the Owners, in the manner prescribed by law has publicly opened, read aloud, examined, and canvassed the Proposals submitted in response to such advertisement, and as a result of such canvass have determined and declared the Contractor to be the lowest responsible bidder(s) for the said services for the sum or sums named in the Contractor's Proposal/Response, excluding items for the work and sums set forth in Line Item # 2.5, 3.5 4.8 and 5.2 of Contractor's Proposal/Response, a copy of which proposal is attached hereto and made a part of this Contract;

NOW, THEREFORE, in consideration of the sums to be paid to the Contractor and the agreements herein contained, the Contractor and the Owners have agreed and hereby agree as follows:

1. The Contractor agrees to (a) furnish all tools, equipment, supplies, superintendence, transportation, and other construction accessories, services, and facilities; (b) furnish all materials, supplies, and equipment specified to be incorporated into and form a permanent part of the complete work; (c) provide and perform all necessary labor in a substantial and workmanlike manner and in accordance with the provisions of the Contract Documents; and (d) execute construct, and complete all Work included in and covered by the Owners' award of this Contract to the Contractor, such award being based on the acceptance by the Owner of the Contractor's Proposal/Response, or part thereof, as follows:
2. The Owners agree to pay to the Contractor for the performance of the Work embraced in this Contract, the Contractor agrees to accept as full compensation therefor, the following sums and prices for all Work covered by and included in the Contract award and designated above, payment thereof to be made in the manner provided by the Owners:

Owners will pay for products and performance of the Work according to the pricing as listed in Contractors Accepted Proposal including additional pricing as per attached within contract, excluding items for the work and sums set forth in Line Item # 2.5, 3.5 4.8 and 5.2 of Contractor's Proposal/Response, a copy thereof being attached to and made a part of this Contract. Owners shall order on as an needed basis for the duration of the contract.

3. **EQUAL EMPLOYMENT OPPORTUNITY:** In connection with the carrying out of this project, the contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, disability, age or marital status. The Contractor

will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, ancestry, disability, age or marital status. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other compensation; and selection for training, including apprenticeship.

4. This Contract shall be effective upon execution by both parties. The Work included in this Contract shall begin upon execution by both parties. The term of the Contract shall be three (3) years from the date of execution by both parties. The parties shall have the option to renew the Contract for two (2) additional one (1) year terms upon the written mutual consent of the parties.
5. Owner Inclusion. It is understood and agreed by all parties that "Owner/s" shall include the City of Lincoln, Lancaster County, Nebraska and the Public Building Commission. Whenever in the Contract documents, including the instructions to bidders, specifications, insurance requirements, bonds, and terms and conditions of any other documents which are a part of the Contract, a singular entity is referenced (i.e., "the City" or "the County") it shall mean the "Owners" encompassing both the City, the County and the Public Building Commission .
6. The Contract Documents comprise the Contract, and consist of the following:
 1. The Instructions to Bidders
 2. The Accepted Proposal /Response including additional pricing as per attached within contract, excluding Item # 2.5, 3.5 4.8 and 5.2
 3. The Contract Agreement
 4. The Specifications for Specification #08-174
 5. The Special Provisions, if applicable

These Contract Agreements, together with the other Contract Documents herein above mentioned, form this Contract, and they are as fully a part of the Contract as if hereto attached or herein repeated.

The following is required by Ordinance No. 4.66.100(b): Contractor shall be subject to audit pursuant to Chapter 4.66 of the Lincoln Municipal Code and shall make available to a contract auditor, as defined therein, copies of all financial and performance related records and materials germane to the contract, as allowed by law.

The Contractor and the Owners hereby agree that all the terms and conditions of this Contract shall be binding upon themselves, and their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the contractor and the Owners do hereby execute this contract:

Dated this 15 day of July, 2008.

Lancaster County, Nebraska

Contract Approved as to Form:

The Board of County Commissioners of
Lancaster, Nebraska

[Signature]
for Lancaster County Attorney

[Signature]
[Signature]
[Signature]
[Signature]
[Signature]

Public Building Commission

Attest: [Signature]
Lancaster County Clerk

[Signature]
Chairperson, Public Building Commission

Attest: [Signature]
City Clerk



[Signature]
Mayor

Contractor

Cornerstone Printing + Imaging
Company Name

[Signature]
By:

201 N 14th St.
Street Address

Kevin Thomas
Name (Print)

Lincoln NE 68508
City State Zip Code

[Signature]
Signature

402 437-0000
Telephone Number(s)

Owner
Title

City of Lincoln/Lancaster County (Lincoln Purchasing) Supplier Response

Bid Information		Contact Information		Ship to Information
Bid Creator	Robert Walla Asst. Purchasing Agent	Address	Purchasing\City & County 440 S. 8th St. Lincoln, NE 68508	Address
Email		Contact	Robert Walla Asst. Purchasing Agent	Contact
Phone	1 (402) 441-8309			Department
Fax	1 (402) 441-6513			Building
Bid Number	08-174	Department		Floor/Room
Title	REBID - Annual Requirements for Quick Copy and Related Services	Building		Telephone
Bid Type	Bid	Floor/Room		Fax
Issue Date	05/30/2008	Telephone	1 (402) 441-8309	Email
Close Date	6/13/2008 12:00:00 PM CST	Fax	1 (402) 441-6513	
Need by Date		Email	rwalla@lincoln.ne.gov	

Supplier Information

Company	Cornerstone Printing & Imaging
Address	201 North 14th Street Lincoln, NE 68508
Contact	
Department	
Building	
Floor/Room	
Telephone	1 (402) 4370000
Fax	1 (402) 4370001
Email	
Submitted	6/12/2008 4:12:57 PM CST
Total	\$73.13

Signature

Supplier Notes

All bids include paper with at least 30% PCW. After working with the city over the last several years, we've found that it is much easier to supply reports to the city/county utilizing PCW for all jobs.

Bid Notes

Bid Messages

Please review the following and respond where necessary

#	Name	Note	Response
1	Insurance Requirements	I acknowledge reading and understanding the Insurance Requirements.	Yes

2	Specifications	I acknowledge reading and understanding the specifications.	Yes
3	Electronic Signature	Please check here for your electronic signature.	Yes
4	Instructions to Bidders	I acknowledge reading and understanding the Instructions to Bidders.	Yes
5	Contact	Name of person submitting this bid:	Kevin Thomas
6	Annual Requirements	I acknowledge reading and understanding the Annual Requirements.	Yes
7	Term Clause of Contract	(a) Bid prices firm for the full contract period. YES or NO (b) Bid prices subject to escalation/de-escalation YES or NO (c) If (b), state period for which prices will remain firm: through _____	Pricing subject to annual review. Increases would only occur if our material costs (paper) increase more than 5%.
8	Proposal Submittals	I have completed the requirements of Section 5 and included them as an attachment (Response Attachment) to this document.	Yes
9	Confidential Information	Our company will have procedures in place to ensure that any and all documents reproduced by the Vendor will remain confidential throughout the copy services process. Failure to comply may result in immediate termination of this contract.	Yes
10	Quarterly Reports	Our company shall provide detailed reports on a quarterly basis, or more often if requested, showing the activities of all agencies using the services described in the contract.	Yes
11	Desktop Delivery	Our company will provide desktop pickup and delivery as needed to locations throughout the City of Lincoln, NE.	Yes
12	Contractor References	If you have not held a contract with the Owners for the last 3 years for similar projects you must provide (3)three references for contracts similar in nature to the work required in this project. Each reference must include the following: Owner: Street Address: City: State: Zip: Name Owners Representative: Phone: Contract Amount: INFORMATION SHALL BE ATTACHED TO THE RESPONSE ATTACHMENT SECTION OF YOUR EBID.	YES
13	Quick Quotes	We agree to provide the requesting agency or the City/County Purchasing department with "Quick Quotes" for all projects as requested. Quick Qoutes are due back to the requesting agency or department within 24 hours of request.	Yes
14	Fees For File Changes	If an agency provides a disk for the purpose of having copies made, will there be any set-up or change-order fees? If yes, what are they and specify why you are charging this fee.	All fees are included in bid below.
15	Page 2	Please note that there is a page 2 of Attributes.	Yes

- | | | | |
|----|------------------------|---|--|
| 16 | Reprint Fees | If your company produces a copy job from a disk for an agency, will you charge a set-up fee on the following order if no changes are made to the file? Indicate with YES or NO. If YES, what is the charge? | We will not charge a set-up fee for re-orders. |
| 17 | Recycled Paper Content | I have bid the lowest price paper on the Line Items for each product without consideration for recycling content. The Recycled content of the paper being bid on all Line Items is:
THE PRICE TO INCREASE THE PC RECYCLED CONTENT FOR PAPER WILL INCREASE BY WHAT PERCENTAGE?
LIST THE RECYCLE CONTENT AND PERCENTAGE INCREASE AT RIGHT!! | All papers in our quote include PCW. |
| 18 | Kindred Items | In the event an order is made for a product or service not listed specifically in this contract, will you offer pricing comparable to the items listed? | Yes |

Line Items

#	Qty	UOM	Description	Response
1	1	PKG	QUICK COPY PRICING - 8.5x11 Paper	\$0.892

Item Notes:

Supplier Notes:

Package Line Items: You are not required to respond to all lines in the package

#	Qty	UOM	Description	Response
1.1	1	EA	8.5x11 - 20# Bond White Paper - 1 color/1 side	0.028

Supplier Notes: 20# Hammermill Great White

1.2	1	EA	8.5x11 - 20# Bond White Paper - 1 color/2 side	0.044
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Supplier Notes: 20# Hammermill Great White

1.3	1	EA	8.5x11 - 20# Bond Colored Paper - 1 color/1 side	0.04
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Supplier Notes: 20# Hammermill Fore MP

1.4	1	EA	8.5x11 - 20# Bond Colored Paper - 1 color/2 side	0.05
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Supplier Notes: 20# Hammermill Fore MP

1.5	1	EA	8.5"x11 - 20# Bond White 3-hole Punched Paper - 1 color/1 side	0.03
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Supplier Notes: 20# Hammermill Great White

1.6	1	EA	8.5"x11 - 20# Bond Paper - Full Color/1 side	0.30
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Supplier Notes: 20# Hammermill Great White

1.7	1	EA	8.5"x11 - 20# Bond Paper - Full Color/2 side	0.40
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Supplier Notes: 20# Hammermill Great White

2	1	PKG	QUICK COPY PRICING - 8.5x14 Paper	\$1.248
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Item Notes:

Supplier Notes:

Package Line Items: You are not required to respond to all lines in the package

#	Qty	UOM	Description	Response
2.1	1	EA	8.5x14 - 20# Bond White Paper - 1 color/1 side	0.31
Supplier Notes:		20# Hammermill Great White		
2.2	1	EA	8.5x14 - 20# Bond White Paper - 1 color/2 side	0.048
Supplier Notes:		20# Hammermill Great White		
2.3	1	EA	8.5x14 - 20# Bond Colored Paper - 1 color/1 side	0.045
Supplier Notes:		20# Hammermill Fore MP		
2.4	1	EA	8.5x14 - 20# Bond Colored Paper - 1 color/2 side	0.055
Supplier Notes:		20# Hammermill Fore MP		
2.5	1	EA	8.5"x14 - 20# Bond White 3-hole Punched Paper - 1 color/1 side	No Bid
Supplier Notes:		3-Hole Punched 8.5x14 is not available. Refer to drilling fees later in bid.		
2.6	1	EA	8.5"x14 - 20# Bond Paper - Full Color/1 side	0.34
Supplier Notes:		20# Hammermill Great White		
2.7	1	EA	8.5"x14 - 20# Bond Paper - Full Color/2 side	0.45
Supplier Notes:		20# Hammermill Great White		

3 1 PKG QUICK COPY PRICING - 11x17 Paper \$1.105

Item Notes:

Supplier Notes:

Package Line Items: You are not required to respond to all lines in the package

#	Qty	UOM	Description	Response
3.1	1	EA	11x17 - 20# Bond White Paper - 1 color/1 side	0.034
Supplier Notes:		20# Hammermill Great White		
3.2	1	EA	11x17 - 20# Bond White Paper - 1 color/2 side	0.051
Supplier Notes:		20# Hammermill Great White		

3.3	1	EA	11x17 - 20# Bond Colored Paper - 1 color/1 side	0.055
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Supplier Notes: 20# Hammermill Fore MP

3.4	1	EA	11x17 - 20# Bond Colored Paper - 1 color/2 side	0.065
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Supplier Notes: 20# Hammermill Fore MP

3.5	1	EA	11x17 - 20# Bond White 3-hole Punched Paper - 1 color/1 side	No Bid
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Supplier Notes: Not available in 3HP. Refer to drilling fees in bid.

3.6	1	EA	11x17 - 20# Bond Paper - Full Color/1 side	0.40
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Supplier Notes:

3.7	1	EA	11x17 - 20# Bond Paper - Full Color/2 side	0.50
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Supplier Notes:

4	1	PKG	BINDING AND FINISHING SERVICES 	\$14.935
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Item Notes:

Supplier Notes: All pricing subject to volume discounts. City/County will receive the better of listed price or volume discount on high-volume projects.

Package Line Items: You are not required to respond to all lines in the package

#	Qty	UOM	Description	Response
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4.1	1	EA	Plastic Comb w/Cardstock Covers	0.65
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Supplier Notes:

4.2	1	EA	Plastic Comb w/Vinyl Covers	0.70
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Supplier Notes:

4.3	1	EA	Coil Bind w/Cardstock Covers	0.55
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Supplier Notes:

4.4	1	EA	Coil Bind w/Vinyl Covers	0.60
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Supplier Notes:

4.5	1	EA	Machine Folding	0.02
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Supplier
Notes:

4.6	1	EA	Hand Folding	0.04
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Supplier
Notes:

4.7	1	EA	Hand Stapling Price per Set	0.02
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Supplier
Notes:

4.8	1	EA	Machine Stapling Price per Set	0.00
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Supplier
Notes:

4.9	1	EA	Hand Collating	0.025
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Supplier
Notes:

4.10	1	EA	Hand Inserting	
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Supplier
Notes:

4.11	1	EA	Pouch Lamination (8.5x11)<3 mil. thick>	0.49
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Supplier
Notes:

4.12	1	EA	Pouch Lamination (11x17)<3 mil. thick>	0.59
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Supplier
Notes:

4.13	1	EA	Cutting Fee BID PER 1000	4.50
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Supplier
Notes:

4.14	1	EA	Drilling Fee BID PER 1000	6.50
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Supplier
Notes:

4.15	1	EA	Scratch Pads Cost Per 500 Sheets of Scratch Pad	0.25
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Supplier Notes: Price is per pad. Does not include paper.

5	1	PKG	DIGITAL RIP FEES	\$54.95
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Item Notes:

Supplier Notes:

Package Line Items: You are not required to respond to all lines in the package

#	Qty	UOM	Description	Response
5.1	1	EA	Digital RIP Fee (Non-PDF or Std File)	9.95

Supplier Notes:

5.2	1	EA	Digital RIP Fee (PDF or Std File)	0.00
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Supplier Notes:

5.3	1	HR	Document Creation/Manipulation - Cost Per Hour	45.00
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Supplier Notes:

Response Total:	\$73.13
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CORNERSTONE PRINTING & IMAGING COMPANY OVERVIEW

Lincoln resident Jay Wilkinson formed Cornerstone Printing & Imaging in 1992. The firm was originally an AlphaGraphics franchise and became an independent, Lincoln-based corporation operating under the name Cornerstone Printing & Imaging, Inc. in May of 2001. In 2003, Kevin Thomas and Tim Meader became co-owners with Wilkinson.

From the beginning, Cornerstone Printing was a market leader. After establishing a franchise sales record for a new store in 1993, Cornerstone continued to grow and has now been named as one of the top producing 100 printshops in the U.S. out of more than 30,000 every year since 1995 by Quick Printing Magazine. In 2007, we rose to #51.

In 2003, the Cornerstone Web site was selected as the best printer's Web site in the U.S. by the printing industry's leading trade association, PrintImage International. The Cornerstone Web site allows clients to place orders, get estimates, transfer files and proof jobs all without leaving their desk. Combined with unlimited pickup and delivery services and exemplary customer service, the Cornerstone Web site currently saves employees of the City of Lincoln and Lancaster County countless hours.

In addition to the technology advantage, Cornerstone excels in quality and efficiencies with an impressive 98.9% of all jobs being delivered right and on time. Many printshop owners from around the U.S. consult with Cornerstone and its management every year for help with production systems and operational standards. Cornerstone is the only quick-printing operation in the state of Nebraska that has achieved ISO 9002 certification.

Cornerstone employees are visible everywhere in our community. It's not a secret, our employees are, by far, our most impressive assets. We are involved a wide array of volunteer and non-profit organizations. In addition, Cornerstone donates thousands of dollars each year to many causes, organizations and charities, both through cash donations and in-kind donations. As a result, the Lincoln Chamber of Commerce named Cornerstone Small Business of the Year in 2006. In both 2007 and 2008, we have been nominated for the Better Business Bureau's Integrity Award. With 24 employees and growing, you can trust that we have competent, upstanding individuals working on your project from thought to delivery.

CONTACTS:

Kevin Thomas, Co-Owner & General Manager (PRIMARY CONTACT)
kthomas@cornerstoneimaging.com

Rob Pieper, Account Manager (PRIMARY ORDERING CONTACT)
rpieper@cornerstoneimaging.com



Responses to Section 5.1 for Spec. #08-174

- 5.1.1 Cornerstone has two delivery vehicles. We have one full-time delivery driver and two part-time delivery drivers that are used as needed.
- 5.1.2 Our standard pick-up and delivery time is Monday-Friday 8:30AM-5PM. Our routes vary daily and hourly depending on client need. Our office hours are M-F 7:30AM-6PM. Additional hours available upon request.
- 5.1.3 Kevin Thomas, 201 N. 14th Street, Lincoln, NE 68508; 402-437-0000
Rob Pieper, 201 N. 14th Street, Lincoln, NE 68508; 402-437-0000
- 5.1.4 We will handle emergency requests on a case-by-case basis. Often times, we will run multiple shifts in order to meet a client deadline. Clients can place orders 24/7 through our website. In addition, if we are made aware of an emergency during regular business hours, we can schedule staff accordingly.
- 5.1.5 We do welcome walk-in customers. We do not offer "self-serve" copier service however. We always recommend calling that clients call ahead to make sure that we have an open copier, if they would like to wait for the product.
- 5.1.6 See Attached.
- 5.1.7 No work will be subbed out for this contract.
- 5.1.8 We have nearly all applicable design/desktop publishing software for both Mac's and PCs. These include but are not limited to:
- 1.) Quark 7.0
 - 2.) Adobe Creative Suite CS3 (In-design, Illustrator, Photoshop, Acrobat)
 - 3.) Microsoft Office 2007
 - 4.) Corel Draw 10 (Willing to purchase newer version if necessary)
 - 5.) Word Perfect
 - 6.) Pit Stop
 - 7.) Microsoft Publisher
- 5.1.9 See Attached
- 5.1.10 We are happy to provide technical assistance. If it is an online-order/order question, Rob Pieper or Kevin Thomas will assist. If it is a desktop publishing or design related matter, Brophy Ringdahl or Ryan Simanek will assist.
- 5.1.11 See Attached
- 5.1.12 Cornerstone has had the pleasure of partnering with the City/County since 2003. We have learned a great deal about how to effectively work with the different departments and divisions. During the 5 years, we have had no billing disputes and have handled all errors in a very timely manner. In addition, we are a small enough company to adjust to the city/county needs on the fly, yet large enough to handle the demands. We are a growing company and have been able to pass many cost-saving ideas on to the city/county. We look forward to growing that relationship. Finally, by working with the same account manager on all projects, the city/county will not have to "re-train" a customer service rep on every order. We take great pride in getting to know the client's needs and finding a system that will make everyone's life easier.
- 5.1.13 We have a state-of-the-art order entry system. In fact, most of the divisions and departments that we work with, utilize the online ordering system daily.



**Relevant Equipment/Software List
for Proposal Specifications No. 08-174**

Design & Prepress

- Sherpa 44 Proofer/Poster Maker
- AGFA Apogee X Prepress Software
- Macintosh G5 (4 Computers)
- Macintosh G4 (2 Computers)
- 2008 imac workstations (6 computers)
- 2008 MacBook Pro (5 computers)
- Dell PC –Windows XP Operating System
- IBM Thinkcenter (2 Computers)
- AGFA Accento Thermal Direct-to-Plate System

Copying

- 2- Konica Minolta Bizhub 1050's with punch, variable-staple, folding and booklet maker
- Xerox DC 265
- Konica Minolta Bizhub C6500 Color copier with variable-staple

Printing

- Heidelberg Quickmaster 46-2
- Heidelberg Speedmaster 4C/P
- Heidelberg GTO 52-2/P

Finishing

- Baumfolder Ultrafold 714XE (2 systems)
- Baum 20 right-angle folding unit
- Challenge 44" lamination system
- Challenge Three-Hole Drill
- Challenge Single-Hole Drill
- Duplo 16 bin Collator system
- BinderyMate 305
- GBC-Coil Punch and coil feed, Comb Punch and feed
- Rhino-o-Tuff Punch and Feed
- Pitney Bowes E580/B900
- Rollem Champion 990
- Challenge 305 Air-fed Cutter (30.5")
- Challenge 40" Hydraulic Air Fed Cutter
- GBC Wiro Mate

Copy Order Form City of Lincoln/Lancaster County

GENERAL INFORMATION

Date of Order _____
 Contact Person _____
 Department _____
 Division _____
 Address _____
 Phone _____ Fax _____
 Phone (After Hours) _____
 Email Address _____

Name of Job _____
 Billing Reference # _____ Confidential Job
 Date Order is Due _____ Time _____ am pm
 Deliver my order to above address.
 I will pick up my order at Cornerstone Printing & Imaging.
 Please deliver my order to _____
 Call me when my order is finished.

DIGITAL FILE INFORMATION

File Sent: On Disk Online
 Hardware Platform: Mac PC Compatible
 Name of File _____
 Software Application Used _____ Version _____
 Output: Black & White Color

Note: Cornerstone does not support all programs, call for more information

- IMPORTANT! PRINTED PROOF OF DOCUMENT ENCLOSED.**
IF FULL COLORED DOCUMENT, PROVIDE A FULL COLOR PROOF.
- ALL GRAPHIC FILES, PHOTOS, LOGOS, ETC. MUST BE INCLUDED ON YOUR DISK OR COMPRESSED INTO ONE FILE IF SENDING ONLINE. (TIFF or EPS files, only).
- If Freehand or Corel Draw graphics are used, include both the EPS exported file and the original graphic file. If sending an Illustrator or Freehand graphic, be sure to CONVERT ALL TYPE TO OUTLINES to avoid problems of missing fonts.
- ALL FONTS MUST BE INCLUDED ON YOUR DISK. Include printer and screen fonts. Use Type 1 Postscript fonts, if possible. True Type fonts may not print correctly, especially at high resolutions.

PAPER

20# White bond 20# Color bond _____
 24/60# Offset 65# Cover _____
 60# Color Offset (Astrobright)
 Other _____

If multiple colors are being used, please mark originals with post-it notes.

JOB DESCRIPTION One job per envelope please.

Black & White Color
 Quantity _____ # of pages _____
 Size: 8.5 x 11 8.5 x 14 11x17 Engineering copies
 Originals to finished: Collate: Yes No
 single to single (1:1) double to double (2:2)
 single to double (1:2) double to single (2:1)
 Run as is _____
 Enlarge/Reduce _____
 Please identify items and approximate finished size.

BINDING

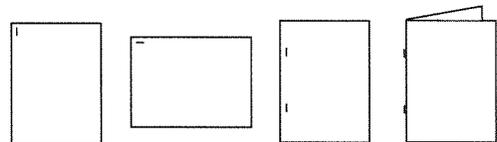
Coil Color/Notes: _____
COVERS: 65# Cover Front/Back Front Back
 Color _____
 Acetate Front/Back Front Back
 Vinyl Front/Back Front Back
 Color _____
 Other Front/Back Front Back
 Color _____

FOLD:



Head: in out

STAPLE:



CUT:

DRILL: 3 hole Other Please draw placement and provide sample when possible.

PADDING: # of Pads _____ # Sheets per Pad _____

NOTES: _____



Cornerstone

PRINTING & IMAGING

You'll Love Us

Invoice

201 North 14th Street
 Lincoln, Nebraska 68508
 Telephone: 402.437.0000
 Facsimile: 402.437.0001
 info@cornerstoneimaging.com
 www.cornerstoneimaging.com

No.:

Date:

P.O. No.:

Sold To:

QUANTITY	DESCRIPTION	AMOUNT
<input type="checkbox"/> A/R <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card <input type="checkbox"/> Check # _____		
<p align="center">PLEASE PAY FROM THIS INVOICE.</p> <p><i>Payment Terms NET 30 Days. Payment is to be remitted to the above address. I understand that the charge for this job is due and payable according to the above stated terms and that interest may accrue on all past due account balances at the rate of 1.5% per month. In the event payment is not made and the account is referred to a collection agency or an attorney, I will pay all costs of collections including attorney's fees and cost incurred.</i></p>		Subtotal Tax Shipping
<p>_____</p> <p align="center">JOB RECEIVED AND ACCEPTED BY (Please sign)</p>		Grand Total
		<p>_____</p> <p align="center">DATE</p>

Additional Pricing for Bid 08-174

Please accept the following prices to compliment the bid attached. Having worked with the city for the last 5 years, these are items that are ordered frequently by many divisions and departments.

Black Copies:

8.5x11 60# Astrobright : \$0.06/sheet 1-sided; \$0.08/sheet 2-Sided
8.5x14 60# Astrobright: \$0.08/sheet 1-sided; \$0.10/sheet 2-Sided
11x17 60# Astrobright: \$0.10/sheet 1-sided; \$0.12/sheet 2-Sided

8.5x11 65# Cover: \$0.07/sheet 1-Sided; \$0.09/sheet 2-Sided

Color Copies:

8.5x11 28# Laser: \$0.35/sheet 1-sided; \$0.45/sheet 2-sided
11x17 28# Laser: \$0.40/sheet 1-sided; \$0.50/sheet 2-sided

8.5x11 65# Cover: \$0.40/sheet 1 sided; \$0.50/sheet 2 sided
11x17 65# Cover: \$0.50/sheet 1 sided; \$0.60/sheet 2-sided

REBID
SPECIFICATIONS - ANNUAL REQUIREMENTS - QUICK COPY AND RELATED SERVICES
CITY OF LINCOLN - LANCASTER COUNTY - PUBLIC BUILDING COMMISSION
SPEC. #08-174

1. SUPPLEMENTAL INSTRUCTIONS

- 1.1 It is the intent of this specification to describe the minimum acceptable requirements for Quick Copies and Related Services for City of Lincoln, Lancaster County and Public Building Commission (hereinafter referred to as "Owners").
 - 1.1.1 Quick Copies are those documents which can be reproduced on a high-speed, high-quality copy machine.
 - 1.1.2 Most Quick Copy orders will be for less than 1,000 sheets.
 - 1.1.3 It is estimated that the Owners spend approximately \$120,000.00 per year on these services.
 - 1.1.4 Where practical and depending on the overall cost, the Owners will make an effort to utilize recycled products.
 - 1.1.4.1 Vendor shall provide a unit price on the line items below for the lowest cost paper and complete the Attribute Section of the ebid listing the percentage of cost increase for paper containing 30% to 100% PC recycled materials.
- 1.2 Bidder shall submit bid documents and all supporting material via the e-bid system.
- 1.3 All inquiries regarding these specifications shall be directed via e-mail or faxed request to Bob Walla, Asst. Purchasing Agent (rwalla@lincoln.ne.gov) Or Fax:(402)441-6513.
 - 1.3.1 These inquiries and/or responses shall be distributed to prospective proposers electronically as an addenda.
 - 1.3.2 The Owners shall only reply to written inquiries received within five (5) calendar days of bid opening.
- 1.4 The term of the contract will be for (3) three years with the option to renew for (2) two additional (1) one year periods.
- 1.5 Pricing provided in this bid shall be firm for a period of one year from the date of execution.
 - 1.5.1 Any price increases following the one year term must be submitted to the City Purchasing office within 30 days of the increase with detailed justification of the increase.
 - 1.5.1.1 Detailed information includes invoices from manufacturers showing the exact price and product being charged compared to earlier invoices for same product.
- 1.6 Price and service will be evaluated in the award of this bid.
 - 1.6.1 It is likely that more than one vendor will be chosen for these services if each meets the requirements listed and the pricing is among the lowest submitted.
- 1.7 Vendor shall return a disk with the artwork used for the creation of copies to the using agency upon completion of the job.

2. WARRANTY

- 2.1 Vendor shall warrant all work to be done properly and to the complete satisfaction of the using agency.
 - 2.1.1 Any product deemed unsatisfactory by the using agency will be picked up and replaced within 24 hours or sooner of the initial call to the selected vendor.

3. ACCEPTANCE OF MATERIAL

- 3.1 Orders will be placed online or via the phone by the agency requesting services.
- 3.2 All correspondence, including acknowledgment of receipt of orders, packing lists and invoices, shall carry the contract number assigned by City of Lincoln Purchasing Office.

- 3.3 A Final Inspection Checklist will be completed by City of Lincoln staff prior to payment being made to vendor.

4. DELIVERY

- 4.1 Unit bid prices shall include all delivery costs to locations in the City of Lincoln and Lancaster County.
- 4.2 Deliveries shall be made between the hours of 8:00 a.m. and 3:00 p.m., CDT, on normal City of Lincoln - Lancaster County - Public Building Commission working days.
- 4.3 Only companies providing desktop pickup and deliveries from/to City/County/PBC agencies will be considered for this bid.

5. QUICK COPY SPECIFICATIONS

- 5.1 **Proposer shall provide the following information as an attachment to the Response Attachment section of their ebid:**
 - 5.1.1 Number of delivery drivers for routes.
 - 5.1.2 Delivery and Pickup schedule for routes.
 - 5.1.3 Provide the name, address and phone number of the primary contact person in charge of the City/County/PBC account.
 - 5.1.4 How will your company handle emergency requests.
 - 5.1.5 Do you provide walk-in service for copies and related services? If yes, provide address of location/s.
 - 5.1.6 Provide a complete list of the equipment in your facility/s that will be used to provide copies and related services.
 - 5.1.7 Will you be subcontracting out any of the work you are given by the City/County/PBC? If yes, what will be subbed out and to whom?
 - 5.1.8 Provide a complete list of artwork software your company uses in your business.
 - 5.1.8.1 Are you willing to purchase the Windows Version of CorelDrawX3 software that is compatible with the City/County/PBC software in order to more easily transfer files back and forth?
 - 5.1.9 Provide a sample Order Sheet which will be used for copy jobs by the agencies.
 - 5.1.10 Will you provide technical assistance if requested by an agency?
 - 5.1.10.1 If yes, who would provide that service?
 - 5.1.11 Provide a brief company outline which includes your company structure and number of years in the copy services business.
 - 5.1.12 Provide a list of any "value added" services provided by your company which will be of benefit to the City/County/PBC.
 - 5.1.13 Do you currently have an on-line ordering system in place?

6. TRAINING REQUIREMENTS

- 6.1 A "Copy/Printing Vendor Fair" will be held shortly after the award of this contract and at least one other time during the term of this contract.
 - 6.1.1 Vendor will participate in this activity and provide a complete description of the services that have been awarded to your company to City/County/PBC employees.