

# OVER \$5,000 PURCHASE REQUEST AUTHORIZATION FORM

Item(s) to be purchased: 60-64 Page Seasonal Recreation Brochure - 2-year Contract  
Purpose/Project: Seasonal Recreation Brochure (6 Brochures Total)  
Account(s) to be Charged: 22.13.12.230  
Type of Request: 3 Quotes Listed/Attached  
List Type if "Other" was selected: Request for 2-year contract  
Sponsor/Requester: Alex Vasiliades / Marissa Cardoni

**Vendor #1**

Name: ABC Printing Contact: Steve Strauss  
Address: 5654 N Elston Ave Phone #: 773.774.8282  
Cost: \$14,281 (Not guaranteed for 2 years) Quote #: N/A

**Vendor #2**

Name: VisoGraphics Contact: Dean Knowles  
Address: 1220 W National Ave Phone #: 630.590.6100  
Cost: \$15,838.13 (Guaranteed for 2 years) Quote #: 111323

**Vendor #3**

Name: Diamond Graphics Contact: Paul DiMenna  
Address: 6625 W 26th St Phone #: 708.749.2500  
Cost: \$17,137 (Guaranteed for 2 years) Quote #: N/A

**COMMENTS OR DEPARTMENT RECOMMENDATION AND REASONING:**

It is our recommendation to select VisoGraphics due to their competitive quote & ability to guarantee pricing for  
2 years (6 brochures total). We would also like to note that although ABC Printing did provide a lower quoted amount,  
they did not supply a quote for the preferred printing method. They were also unable to guarantee their price for 2 years.

Department Manager: \_\_\_\_\_

Finance Director: \_\_\_\_\_

Village Manager: \_\_\_\_\_

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Sponsor/Requester: Alex Vasiliades / Marissa Cardoni

## Vendor #1

Name: Quantum Marketing Contact: Pat Gardner

Address: 12305 S New Avenue Phone #: 630.257.7012

Cost: \$18,025 (Guaranteed for 2 years) Quote #: N/A

## Vendor #2

Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Cost: \_\_\_\_\_ Quote #: \_\_\_\_\_

## Vendor #3

Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Cost: \_\_\_\_\_ Quote #: \_\_\_\_\_

## COMMENTS OR DEPARTMENT RECOMMENDATION AND REASONING:

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Department Manager: \_\_\_\_\_

Finance Director: \_\_\_\_\_

Village Manager: \_\_\_\_\_

# ABC

## ABC BUSINESS FORMS | ABC PRINTING COMPANY

5654 North Elston Avenue, Chicago, Illinois 60646

Phone: 773.774.8282 | Fax: 773.774.8290 | e-mail: [steve@abcprint.com](mailto:steve@abcprint.com)

### Quotation

May 21, 2021

THANK YOU FOR YOUR MOST RECENT INQUIRY. WE ARE PLEASED TO SUBMIT THE FOLLOWING PROPOSAL FOR YOUR CONSIDERATION.

**TO: ROMEOVILLE REC DEPT.... ALEX VASILLIADES 5-21-21**

**JOB NAME: SUMMER BROCHURE QUOTE.. 60 or 64 page self cover**

**SIZE: 8.5 X 11**

**PRE PRESS: PRINT READY PDF SUPPLIED BY CLIENT**

**PAPER: SELF COVER- 80# DULL TEXT**

**PRESS: 4 COLOR..... PLUS SATIN COATING.. RUN WEB**

**FINISHING: STITCH AND PREP FOR EDDM MAILING  
DELIVER TO ROMEOVILLE PO PLUS ONE OTHER LOCATION**

**PROOF: YES**

**DELIVERY: NORMAL**

**PRICE: QTY IS 14,825,**

**14,825 PIECES = \$14,281.00 ( SAME PRICE FOR 60 OR 64 PAGER)**

**Price cannot be guaranteed, subject to paper price commodity increases**

Thank You,

*Steve Strauss*

**PLEASE NOTE:**

- DUE TO THE NATURE OF PRODUCTION, ALL CUSTOM ORDERS ARE SUBJECT TO A 10% OVERRUN OR UNDER-RUN UNLESS OTHERWISE SPECIFIED, AND CHARGES WILL BE PRORATED ACCORDINGLY.
- PRICES ARE QUOTED F.O.B. OUR PLANT UNLESS OTHERWISE SPECIFIED.
- A 5.125 % SALES TAX IS APPLICABLE TO ALL CUSTOM PRINTED ORDERS.
- THIS QUOTATION IS GOOD FOR 2 YEARS FROM THE ABOVE DATE.





1220 W. National Ave  
Addison, IL 60101  
(630) 590-6100  
F (630) 590-6139

Thursday, May 20, 2021

**Estimate : 111323**

Phone: 815-886-6246

Romeoville Recreation Center  
900 W Romeoville Rd  
Romeoville IL 60446

E-Mail: [avasiliades@romeoville.org](mailto:avasiliades@romeoville.org)

VISOgraphic is pleased to submit the following quote as requested, based on the specifications provided:

**Description:**

Booklet  
60 Page Self Cover --- 8.5x11 Page Size  
4/4 (Process) bleeds  
80# Gloss Text  
Saddlestitch  
13,600 Mail Saturated Route - Total 14,825 pieces . 1,225 delivers to Recreation Center  
Balance FOD Local Delivery  
Quoted price is valid for 2 years (6 brochures)

**We understand that you will be providing:**

Electronic File

<b>Quantity</b>	<b>14,825</b>
Price	15,838.13

This quotation is valid for 45 days. Prices are subject to review based on fluctuations in paper costs. VISOgraphic adheres to the established Terms and Conditions as outlined by the Printing Industries of America and GLGA. If you have any questions, please feel free to call.

Sincerely,

Dean Knowles

Direct

[DKnowles@VisoGraphic.com](mailto:DKnowles@VisoGraphic.com)

*Ask Me About*





1220 W. National Ave  
Addison, IL 60101  
(630) 590-6100  
F (630) 590-6139

Thursday, May 20, 2021

**Estimate : 111323 - 1**

Romeoville Recreation Center  
900 W Romeoville Rd  
Romeoville IL 60446

Phone: 815-886-6246

E-Mail: [avasiliades@romeoville.org](mailto:avasiliades@romeoville.org)

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64 Page Self Cover --- 8.5x11 Page Size  
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80# Gloss Text  
Saddlestitch  
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Balance FOD Local Delivery  
Quoted price is valid for 2 years (6 brochures)

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Electronic File

<b>Quantity</b>	<b>14,825</b>
<b>Price</b>	<b>16,092.81</b>

This quotation is valid for 45 days. Prices are subject to review based on fluctuations in paper costs. VISOgraphic adheres to the established Terms and Conditions as outlined by the Printing Industries of America and GLGA. If you have any questions, please feel free to call.

Sincerely,

Dean Knowles

Direct

[DKnowles@VisoGraphic.com](mailto:DKnowles@VisoGraphic.com)

*Ask Me About*





**Diamond Graphics  
Quotation**

5-21-21

Romeoville Recreation Department  
900 W. Romeo Road  
Romeoville, IL 60446

Attention: Alex Vasiliades

Two-Year Brochure Quote – 3 Brochures per year/6 brochures total

Pages: 60

Final Size: 8.5 X 11

Paper: 80# Gloss Text

Ink: 4/4 + Aqueous Coating

Prepress: PDF proof, imposition proof lo res

Finishing: Cut, fold, saddle stitch

Prep for Simplified Mail

Approximate quantity printed: 14,825

Approximate quantity mailed: 13,757

Delivery to Post Office

Delivery of overstock to Romeoville facility

Total price with delivery for each brochure - \$17,137.00

Turnaround time: 5-7 working days

Postage not included

Quoted price for the above job is valid for 2 years – 6 total brochures

Paul DiMenna

Thank you for allowing us to quote your printing needs!  
6625 W. 26<sup>th</sup> Street - Berwyn, IL 60402  
708-749-2500 Phone - 708-749-2524 Fax - [diamondgraphics@sbcglobal.net](mailto:diamondgraphics@sbcglobal.net)



**Diamond Graphics  
Quotation**

5-21-21

Romeoville Recreation Department  
900 W. Romeo Road  
Romeoville, IL 60446

Attention: Alex Vasiliades

Two-Year Brochure Quote – 3 Brochures per year/6 brochures total

Pages: 64

Final Size: 8.5 X 11

Paper: 80# Gloss Text

Ink: 4/4 + Aqueous Coating

Prepress: PDF proof, imposition proof to res

Finishing: Cut, fold, saddle stitch

Prep for Simplified Mail

Approximate quantity printed: 14,825

Approximate quantity mailed: 13,757

Delivery to Post Office

Delivery of overstock to Romeoville facility

Total price with delivery for each brochure - \$18,088.00

Turnaround time: 5-7 working days

Postage not included

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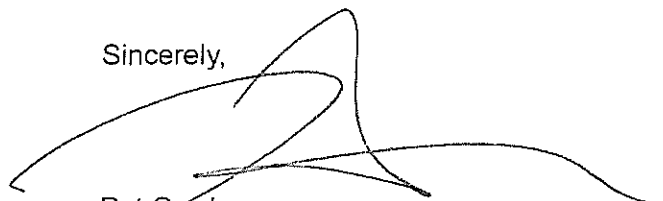
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Romeoville Recreation Department  
900 W. Romeo Road  
Romeoville, IL 60446  
Alex Vasiliades

**Description:** Summer Brochure  
**Quantity:** 14,825  
**Flat Size:** 17 x 11  
**Finished Size:** 8.5 x 11  
**Stock:** 80 # Flo Dull Text  
**Inks:** 4 / 4 + Satin Aqueous  
**Pages:** 60  
**Bindery:** Saddle Stitched  
**Artwork:** Supplied  
**Proofs:** PDF & Digital Imposition Proof  
**Packaging:** Prep for Simplified Mail  
**Overs:** + or - 2 %, unless specified otherwise  
  
**Price:** \$ 18,025.00

Sincerely,



Pat Gardner

\*\*\* thank you for the opportunity to propose a solution for your printing needs \*\*\*



