



PMB 01231
BUREAU OF ADMINISTRATION
OFFICE OF PROCUREMENT MANAGEMENT
523 EAST CAPITOL
PIERRE, SD 57501-3182
(605) 773-3405
FAX (605) 773-4840



SOUTH DAKOTA REVIEW

NOTICE OF AWARDS

Buyer: Missy Schuetzle (007)
Phone: 605-773-4277
Fax: 605-773-4840
Email: Missy.Schuetzle@state.sd.us

Date: July 6, 2011

- 1. Contract Term:** This notice establishes contract(s) resulting from Solicitation # 25782 for a period of one (1) year, from July 1, 2011 through June 30, 2012 inclusive. The Solicitation and the vendor's response, along with the South Dakota Vendor's Manual are made part of the vendor's contract by this reference.
- 2. Extension:** The State may, at its own discretion, extend a contract for an additional two (2) months past the original contract expiration date. Further extensions may be for a period of one year. Notice shall be given by the State to the vendor at least 60 days prior to the termination of the contract, and the vendor shall agree to such extension within 30 days thereafter, before such extension period shall become effective.
- 3. Pricing:** All prices quoted in the referenced proposal are firm for the term of this contract. Price decreases are acceptable on invoice(s) presented for payment. If the open market price of a specific contract item is under the vendor's price, the State reserves the right to purchase the lower priced product.
- 4. Delivery:** The contractor shall furnish and deliver all of the awarded items of supplies, equipment, and commodities enumerated in the schedules and specifications, at the price and according to the terms and conditions, and of the kind, quality, and amounts and at the times specified in the schedules and specifications. The supplies, equipment and commodities shall be delivered to the Director of the Office of Procurement Management or to such State Department or State agency as he shall direct and such delivery shall be made without cost to the State.
- 5.** In the event of the inability or failure of the contractor to furnish and deliver any item or items enumerated in the schedules and specifications at the time and in accordance with the terms and conditions therein provided, the Director of the Office of Procurement Management may contract for or purchase such supplies, equipment, and commodities in the open market and the contractor shall make good the excess over the price named in the schedule and specifications and the cost of such supplies, equipment, and commodities in the open market provided however, that the foregoing provisions shall not apply where other penalties for any default in the performance of the conditions of this contract are provided for in the schedules and specifications.
- 6.** All orders must be bid F.O.B. destination with all transportation and handling charges paid by the vendor. Deliveries shall be made at such time, place and in such quantities as shown on the Purchase Order. All items in common usage are to be shipped within 30 days from the date of purchase order. An additional 10 days will be allowed for back-ordered items when notification is given, in writing, to the ordering agency that the items are not available for immediate delivery.
- 7.** All delivery tickets, invoices and statements shall show the purchase order number, brand or trade name and State Item Number when applicable as shown in this contract. Invoices must be submitted in duplicate to the State Agency ordering the merchandise. DO NOT SUBMIT STATEMENTS OR INVOICES TO THE OFFICE OF PROCUREMENT MANAGEMENT AS IT ONLY DELAYS PAYMENT.

8. **Surety:** This contract(s) shall be in full force and effect upon the execution and delivery thereof and the furnishing and delivery by the Contractor, to the Office of Procurement Management, of a good and sufficient Surety Bond in the sum required by the above-referenced solicitation, to be approved by the Office of Procurement Management.
9. STATE AGENCIES MUST INCLUDE ITEM NUMBERS AND A BRIEF DESCRIPTION WHEN ORDERING FROM THIS CONTRACT.
10. **Unless otherwise indicated, payment for items on the contract(s) may be made with the South Dakota Purchasing Card (Citibank Master Card). State agencies may use the Purchasing Card when making purchases of \$1000.00 or less per transaction.**



Steven L. Berg, Director
Office of Procurement Management

CONTRACTORS

	<p>Creasey Printing Services 2700 W. Lawrence Avenue Suite H Springfield, IL 62704</p> <p>Contact: Kelli Lynch Phone: 217-787-1055 Fax: 217-787-2655 E-mail: info@creaseyprinting.com</p> <p>Vendor #12018649 <u>Contract #16187</u></p>	

South Dakota Review

Base Quantity: 500 per issue.

4 issues: Winter, Spring, Summer & Fall. (Note: South Dakota Review has plans to initiate an annual contest this year, which will hopefully raise the annual subscription base, and may entail an increased number of copies in the print run). First addition will be a combined Spring and Summer double issue.

Number of Pages: 96-104 (This does not include the 4 page cover). (South Dakota Review will, on occasion, run special double issues, in which two regular issues are combined into one at approximately double, or slightly less, than the standard page number).

Finished Size: 9" x 9".

Cover Format:

Paper for Cover: 10 pt. cast coated one-sided (C1S).

Cover Ink Colors: 4 Colors plus color separation and gloss lamination coating on outside covers.

Bleeds on Cover: Yes, on all sides.

Inside Page Format:

Paper for Inside: 60# natural text paper.

Inside Ink Colors: Standard black ink.

Binding: Perfect Bound.

Proof: Both electronic text proofs and hard copy proofs required for both magazine cover and inside content.

Approx. Delivery Dates: Quarterly: August 25, November 25, February 25, May 25. Note: These are "ideal" dates subject to scheduling adjustments.

Special Instructions:

1. Printing and binding on all issues to be done in-house by the vendor awarded the bid. No outsourcing to other presses.
2. All proofs must be in hard paper copy. Digital proofs are not sufficient. The hard copy proof will be considered the official proof.
3. If vendor requires return of hard paper proof copy, two hard paper proofs must be sent to South Dakota Review so that they can retain one for review.
4. One person should be designated by vendor as being in charge of all transactions. A consistent, reliable contact person with telephone number and e-mail address is absolutely required.
5. Successful vendor will be required to clarify policy on what is required of South Dakota Review to officially authorize the print run.

6. The successful vendor's policy on additional charges for implementing corrections to proofs must also be explicitly stated and clarified.

Shipping Instructions: Successful vendor will ship magazines via carrier which will deliver directly to University of South Dakota English Department (inside delivery required) in Dakota Hall, Vermillion, SD 57069. Successful vendor is responsible for paying shipping/freight costs for these deliveries.

Questions: Contact Karen Bumsted 605-677-6182.

Shall include the statement "Printed On Recycled Paper" if applicable.

The vendor must provide environmentally preferable paper products that meet one of the following criteria:

Green Seal certified as defined in ARSD 10:02:05:04;

Ecologo certified as defined in ARSD 10:02:05:05; or

Comply with the minimum requirements for recycled content as published in the United States Environmental Protection Agency Comprehensive Procurement Guidelines, Buy-Recycled Series, Paper Products, October 2007. The Comprehensive Guide can be viewed on OPM's website at www.state.sd.us/boa/opm under "Info for Vendor's".

Pricing:

Standard press run of 500 copies: \$3,350.00

Additional Pricing:

\$225.00 – add'l 100's, 96 pages

\$3,550.00 – 104 pages + cover

\$235.00 – add'l 100's, 104 pages

\$3,750.00 – 112 pages + cover

\$245.00 – add'l 100's, 112 pages

Author's alterations will be charged at \$75.00 per hour.