



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



## 2019 LEGISLATIVE PRINTING ANNUAL CONTRACT


### NOTICE OF AWARDS

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

Date: November 27, 2018

- 1. Contract Term:** This notice establishes contract(s) resulting from IFB #1514 for a period of one (1) year, from December 1, 2018 through November 30, 2019 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 shall be shipped F.O.B. destination. 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. 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><b>Pryntcomm</b> <b>303 E. Sioux Avenue</b> <b>PO Box 100</b> <b>Pierre, SD 57501</b></p> <p><b>Contact: Lisa Gordon</b> <b>Phone: 605-224-9999</b> <b>E-mail: <a href="mailto:Lisa@pryntcomm.com">Lisa@pryntcomm.com</a></b></p> <p><b>Vendor #12544240</b> <b><u>Contract #17266</u></b></p>	

# 2019 LEGISLATIVE PRINTING

## 2019 (Ninety-Fourth Session)

The Legislature is the author and publisher of the journals, the bills and resolutions introduced in the Legislature and the Session Laws. This material is in public domain and the successful bidders for the printing thereof may not claim or attempt to claim copyright for any part of such material.

Legislative organization and planning subjects these specifications to such revision as is deemed advisable by the Legislature, provided such changes do not entail additional labor and material cost.

### **1. PRINTING AND BINDING THE INDEX TO THE NINETY-FOURTH LEGISLATIVE SESSION.**

PAPER STOCK: #1 Offset, 50# Sub., white, regular finish, with a minimum of 30% Post Consumer Content.

QUALITY OF PRINTING: Excellent.

COMPOSITION: Camera-ready copy shall be provided on 8 ½ inch by 11 inch paper. The index shall be printed and bound at 8 ½ inch by 11 inch size. The bid shall include the price per page for printing the separate index book.

This shall entail the bid for printing additional information regarding the House and Senate permanent journal as prescribed by the Legislature and the index. It is estimated that this would entail from 200 to 400 pages of finished copy including an index prepared under the supervision and direction of the Director of the Legislative Research Council. The index will be prepared "camera-ready" for the printer in 8 ½ inch by 11 inch copy. This bid shall include prices for finished copy 8 ½ inch by 11 inch.

BINDING: The index shall be soft cover, perfect bound, with 10 pt. coated one side cover, printed 2 color, not stamped.

NUMBER OF COPIES: The number to be printed shall be at least 40 copies.

DELIVERY: Index for the Ninety-Third Session shall be furnished camera-ready to the vendor not later than 60 days after adjournment, sine die, of the Legislature.

All Indexes shall be delivered to the Legislative Research Council within 90 calendar days after adjournment, sine die, of the Legislature.

PENALTIES: See paragraph #25.

NUMBER OF PAGES, CORRECTIONS AND INDEX: 400

PRICE PER PAGE: \$4.81

**2. FOR PRINTING AND BINDING OF BILLS AND, RESOLUTIONS AS REQUESTED FOR THE DAILY USE OF THE NINETY-FOURTH LEGISLATIVE SESSION.**

PAPER STOCK: #4 Offset, 50# Sub., regular finish, with a minimum of 30% Post Consumer Content.

COLORS: Senate Bill - Canary House Bill - Blue  
Senate Joint Resolution - Canary House Joint Resolution - Blue  
Senate Resolution of Disapproval - Canary House Resolution of Disapproval - Blue

PRE-FILING: Pre-filing of bills and resolutions thirty days prior to the convening of the legislative sessions is governed by statute. A digital copy will be furnished to the printer by the Legislative Research Council and the printer shall print and deliver to the Legislative Research Council pre-session filed bills and joint resolutions as copy is received prior to convening of the Legislature. Pre-filed bills and joint resolutions must be delivered within forty-eight (48) hours after receipt of copy, not including Saturday, Sunday of legal holidays, unless waived by the Director of the Legislative Research Council.

Specifications for bills and resolutions including pickups and delivery not found in this section are the same as in Item #1.

DURING SESSION: COPY: Copy will be furnished in digital format in a manner which will also advise the printer of it's availability for printing. The supervisor of Enrolling and Engrossing will be responsible for advising the contract printer when the copy is ready. The camera-ready copy shall be transmitted electronically to the contract printer from the Legislative Research office in the State Capitol, Pierre, S.D. This will be daily or more often as desired by the Director of the Legislative Research Council.

PRINTING: Two sides, black ink.

BINDING AND SIZE: All bills, joint resolutions, and resolutions of disapproval are to be gathered, folded, saddle stitched, punched on 11 inch side for standard 3 ring binder and trimmed to 8-1/2 by 11 inch size in a neat and workmanlike manner, 11 inch way is the binding edge. The bills shall be printed in off-set printer quality using liquid ink.

NUMBER OF COPIES: 100 copies each of bills, joint resolutions and resolutions of disapproval shall be printed. A bid for additional quantities is also requested.

DELIVERY: All bills and joint resolutions are to be physically delivered completed to the Director of the Legislative Research Council in care of the Legislative Documents Room in the State Capitol within 38 hours from the time the contract printer is notified the camera-ready copy is ready to be picked up as specified under "COPY" above.

All printer's copies of bills must be picked up at the Capitol not later than 4:00 pm. CST on the day of introduction. All printed copies of these bills must be

delivered not later than 6:00 a.m. CST of the second day following pick up.  
(This timetable is designed to allow thirty-eight hours for the contract printer.  
Bills picked up on Fridays are to be delivered by 6:00 a.m. the following Monday.)

**PENALTIES:**

Failure to make delivery of bills, joint resolutions and resolutions of disapproval as specified herein shall make the vendor liable for a forfeiture of 1/2 the printing cost per bill or joint resolution for each day or portion thereof so delayed. Upon the written advice, the Director of the Legislative Research Council shall certify to the Bureau of Administration the amount of such penalty and deduct the same from the total due the vendor.

NUMBER OF PAGES: 1,800	
PRICE PER PAGE:	<u>\$16.66</u>
PRICE PER PAGE FOR EACH	
ADDITIONAL 10 COPIES:	<u>\$.99</u>
PRICE TO COLLATE 75 SETS	<u>\$2,508</u>

**3. PRINTING AND BINDING THE GENERAL SESSION LAWS AND JOINT RESOLUTIONS OF THE NINETY-FOURTH LEGISLATIVE SESSION.**

PAPER STOCK: #1 Offset, White, 50# regular finish, with a minimum of 30% Post Consumer Content.

QUALITY OF PRINTING: Excellent

COMPOSITION: Camera-ready copy shall be prepared by the Legislative Research Council and Code Counsel and forwarded to the vendor (printer) within 45 calendar days from the date the last bill is signed or vetoed. The vendor will be notified, within seven (7) days from the date the last bill is signed or vetoed, of the estimated number of pages by the Code Counsel.

NUMBER OF COPIES: 200

DELIVERY: The vendor, within thirty (30) days from the receipt of the camera-ready copy, shall deliver to the Bureau of Administration one-half of the number of books provided for in this contract, and the remainder within twenty (20) days thereafter.

PENALTIES: Failure to make delivery as specified herein shall subject the vendor to a penalty of 1% of the contract for each and every calendar day of delay and in making final settlement with the vendor, the Director of Procurement Management shall certify the amount of such penalty and deduct it from the total amount due the vendor.

BINDING: Books will be perfect bound using 10 pt. coated one side cover, printed 2 colors to match above brown. Printed, not stamped, with same copy as above. (Same as the 2017 Session Laws.)

NUMBER OF PAGES

600-650: (200 copies)  
\$15.23