

**RESOLUTION 21-199**

**A RESOLUTION AUTHORIZING EXPENDITURE FOR PRINTING AND MAILING OF PROPERTY TAX NOTICES**

**WHEREAS**, the City of Spring Hill issues property tax statement annually based on property values and tax rates; and

**WHEREAS**, city staff received three quotes for printing and mailing services for the mailing of the 2021 property tax notices; and

**WHEREAS**, Flex Digital submitted the most cost-effective quote with fast turnaround.

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee approves the expenditure from Flex Digital for the printing and mailing of property tax notices at a cost of \$2,723.80 for production costs and \$9,579.72 for postage, a total of \$12,303.52. (Quote attached)

**Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, this 15<sup>th</sup> day of November, 2021.**

  
\_\_\_\_\_  
Jim Hagaman, Mayor

ATTEST:

  
\_\_\_\_\_  
April Goad, City Recorder

LEGAL FORM APPROVED:

  
\_\_\_\_\_  
Patrick Carter, City Attorney



5330 TECHNOLOGY LANE  
 BIRMINGHAM AL 35217  
 T (205) 841-7678 F (205) 849-5551  
 WWW.FLEXDIGITAL.COM

**Job # 21302021**

**Fax: 205.841.7322**

**BID FOR SERVICE**

10/29/2021 5:09:44PM

Pricing Good for 30 Days

**TO: April Goad  
 City of Spring Hill Tennessee**

FAX: ( ) - -  
 PHONE: (931) 486-2252

**FROM: Tasha Davis  
 tasha.davis@flexdigital.com**

**QUANTITY:** 19,752  
**DESCRIPTION:** Spring Hill TN Property Tax Notices  
**JOB TYPE:** 1st Class Letters  
**PROCESSING TYPE:** NCOA, Barcode, Co-Mingled

**Data expected:**  
**Materials expected:**  
**Art expected:**  
**Scheduled complete:** On date to be determined

<b>SERVICES TO BE PERFORMED:</b>	<b>Qty</b>	<b>Price</b>	<b>Charges</b>
Inkjet: Setup	1 @	0.0000 ea	\$0.00
Inkjet: Setup to spray permit/fixed message	19,752 @	0.0000 ea	\$0.00
Inserter Set-Up	1 @	0.0000 ea	\$0.00
Inserting Machine #10 (statement) - Special Order	19,752 @	0.0000 /m	\$0.00
Folder - Setup	1 @	0.0000 ea	\$0.00
Folding - Machine 8.5 x 11	19,752 @	0.0000 /m	\$0.00
SuperWeb Setup - Single Page 24#	1 @	0.0000 ea	\$0.00
SUPERWEB 8.5x11 Trans Image-Contracted Price (simplex) - 24# 8.5x11-17" ROI	19,752 @	0.0590 ea	\$1,165.37
SETUP Perforating on SuperWeb	1 @	0.0000 ea	\$0.00
Perforating on SuperWeb	19,752 @	0.0000 /m	\$0.00
Paper			\$867.11
Sort Fees			\$691.32

**Total Production Costs: \$2,723.80**

**Estimated Postage: \$9,579.72**

**GRAND TOTAL: \$12,303.52**

Postage must be provided in advance. Any difference will be reconciled on your invoice. Please make check payable to: **US POSTMASTER.**