

TUSD Print Shop
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TO: Jacqueline Posey, Procurement Agent, Purchasing Department
FROM: Gary E Hawkins TUSD Print Shop Manager
DATE: June 16, 2017
SUBJECT: RFP 13-16-17 Printing Services

The Tucson Unified School District Print shop has solicited proposals for Outside Printing Services and Supplies, As Needed. The District received seven proposals from the following:

Allegra	Penny Royal
West Press	Century Graphics
Reproductions, Inc.	Promotion Outfitters
Alphagraphics, Inc.	

A selection committee met on 6/2/17 to receive copies of proposals for review. The committee members independently reviewed and scored the proposals. These results were tabulated and compared.

Committee members unanimously recommend award to vendors with an average score above 1300. The recommended vendors for award are:

- **Allegra - Primary**
- **West Press – Secondary**

Additionally, it is recommending that:

- **Reproductions, Inc.**

Be awarded services under Group D of the RFP as they are the only vendor that responded to large format printing services for the District. The recommended vendors will satisfy the need for the District.

Upon award, the use of vendors will be prioritized based on score as much as possible. In certain cases, where appropriate, a lower scoring vendor may be used.

The committee was comprised of the following:

Gary E Hawkins	TUSD Print Shop Manager
Carlos Armendariz	Assistant Principal THMS
Sally Jacunski	Graphic designer, School and Community Outreach

Gary Hawkins

