



Jackson County Missouri

Jackson County Courthouse
415 E. 12th Street, 2nd floor
Kansas City, Missouri
64106
(816)881-3242

Request for Legislative Action

File #: 24-366, Version: 0

REQUESTED MEETING DATE: 10/21/2024

SPONSORS:

Resolution No.: 21790

Sponsor: Megan L. Marshall

Date: November 4, 2024

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To be confirmed by County Counselor's Office:

STAFF CONTACT: Jeph BurroughsScanlon **PHONE:** 816-200-3413

EMAIL: JBS@Jacksongov.org

DEPARTMENT: Assessment - 1902

TITLE: Award a contract for printing and mailing services for use by the Assessment Department to **OneSource** of Buffalo Grove, Illinois; as the lowest and best submission for RFP 24-053.

SUMMARY: The Assessment Department has an ongoing annual need to obtain printing and mailing services for a variety of needs throughout the entire department. Items that regularly need to be printed and mailed in bulk (tens of thousands, or even hundreds of thousands at a time) include; IPP Declarations, BPP Declarations, Reassessment Notices and Real Property Value Change Notices. The results of the publicly posted open bid process returned to us with three vendor submissions. We have seriously and meticulously considered each of these vendors. The vendor selected as the lowest and best submission is **OneSource** (onlyonesource.com/) of Buffalo Grove, Illinois 60089. It is apparent that **OneSource** has the experience, resources and customer service acumen to serve the current needs of the Assessment Department and to handle our scope of work regarding the printing and mailing services needed. Using **OneSource** as our vendor, we expect to have an estimated annual expenditure of \$100,000 for these printing and mailing services for the Assessment

Department.

We are requesting a 24-month contract with **OneSource**, an Illinois corporation, having an office and place of business at 900 Asbury Drive, Buffalo Grove, Illinois 60089 with the option of two 12-month extensions.

This will be funded from the Assessment Department account 045-1902-56230, line-item Printing.

FINANCIAL IMPACT:

NO ☐

Amount	Fund	Department	Line-Item Detail
\$100,000.00	045	1902	56230

YES ☒

ACTION NEEDED: AWARD A CONTRACT

ATTACHMENTS:

Assessment RLA OneSource Award a Contract for Print/Mail services 10-10-2024

OneSource Selection memo final 10-10-2024

OneSource Proposal - Printing Bid 24-053_8-1-2024

OneSource Pricing Sheet - Printing Bid 24-053_8-1-2024