

Say "Hello"

atozprint.com

8230 Cody Drive . Lincoln, NE 68512 . 402.477.0815 . info@atozprint.com

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LINCOLN, NE

Introducing the freshly redesigned
atozprint.com

We've recently rolled out the new atozprint.com. Submit an order, learn more about printing or get tips for print design; all with a few clicks of the mouse. We've ramped up the resourcefulness of our website to educate the world about print.

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CITY - PURCHASING
OR CURRENT RESIDENT
K STREET COMPLEX, SUITE 200
440 S 8TH ST
LINCOLN NE 68508-2207

00 12292

**AMENDMENT TO CONTRACT
CITY OF LINCOLN
ANNUAL REQUIREMENTS OF PRINTING OF POLICE PARKING AND WARNING CITATION BOOKLETS
QUOTE NO. 4341
SECOND RENEWAL**

This Amendment is hereby entered into by and between A to Z Printing, 8230 Cody Drive, Lincoln, NE 68512 (hereinafter "Contractor") and City of Lincoln (hereinafter "City"), for the purpose of amending the Contract dated February 7, 2013, under D. O. No. 08724, (the "Contract"), for the **Annual Requirements of Printing of Police Parking and Warning Citation Booklets, Quote No. 4341**, which is made a part hereof by this reference.

WHEREAS, the original term of the Contract is February 7, 2013 through February 6, 2014, with the option to renew for three (3) additional one (1) year terms upon written mutual consent of both parties; and

WHEREAS, the Contract was amended by the City D.O. 10550 on January 17, 2014, to renew the Contract for an additional one (1) year period from February 7, 2014 through February 6, 2015; and

WHEREAS, the parties wish to renew the Contract for an additional one (1) year term beginning February 7, 2015 through February 6, 2016; and

WHEREAS, the estimated expenditures for City Departments for the term of this renewal shall not exceed \$5,000.00 without prior approval by the City of Lincoln.

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants stated herein the parties agree as follows:

- 1) The term of the Contract shall be from February 7, 2015 through February 6, 2016.
- 2) The estimated expenditures for City Departments for the term of this renewal shall not exceed \$5,000.00 without prior approval by the City of Lincoln.
- 3) All other terms of the Contract, not in conflict with this Amendment, shall remain in full force and effect.

The Parties do hereby agree to all the terms and conditions of this Amendment. This Amendment shall be binding upon the parties, their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the Parties do hereby execute this Amendment.

Official City Use Only

Dated this <u>28th</u> day of <u>December</u> 2015 <div style="text-align: center;">  <hr style="width: 80%; margin: 0 auto;"/> Police Chief </div>

Supplier, please fill in the date and following information and mail back to our office; a faxed copy is not acceptable.

Company Name: (Please Print)	ATZ / Jacek Nowak
By: (Please Sign)	See above
By: (Please Print)	See above
Title: (Please Print)	manager
Company Address: (Please Print)	3721 W. Matulis
Company Phone & Fax: (Please Print)	402. 477. 0815 / N/A
E-Mail Address: (Please Print)	See @ atzprint.com
Date: (Please Print)	10/10/14
Contact Person For: "Orders or Service" (Please Print)	See
Phone Number:	as above

**AMENDMENT TO AGREEMENT
CITY OF LINCOLN
ANNUAL REQUIREMENTS OF PRINTING OF POLICE PARKING AND WARNING CITATION BOOKLETS
QUOTE NO. 4341
FIRST RENEWAL**

This Amendment is hereby entered into on this ____ day of _____, 2013 by and between **A to Z Printing, 8230 Cody Drive, Lincoln, NE 68512** (hereinafter "Contractor") and **City of Lincoln** (hereinafter "City"), for the purpose of amending an Agreement dated **February 7, 2013**, under D. O. No. **08724**, (the "Agreement"), for **The Annual Requirements of Printing of Police Parking and Warning Citation Booklets, Quote No. 4341**, which is made a part hereof by this reference.

WHEREAS, the original term of the Agreement is **February 7, 2013 through February 6, 2014**, with the option to renew for three (3) additional **one (1) year terms** upon written mutual consent of both parties; and

WHEREAS, the parties wish to renew the agreement for an additional one (1) year term beginning **February 7, 2014 through February 6, 2015**; and

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants stated herein the parties agree as follows:

- 1) The term of the Agreement shall be from **February 7, 2014 through February 6, 2015**.
- 2) All other terms of the Agreement, not in conflict with this Amendment, shall remain in full force and effect.

The Parties do hereby agree to all the terms and conditions of this Amendment. This Amendment shall be binding upon the parties, their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the Parties do hereby execute this Amendment.

Official City Use Only

Dated this <u>17th</u> day
of <u>January</u> 20 <u>14</u>
 _____ Police Chief

Supplier, please fill in the date and following information and mail back to our office; a faxed copy is not acceptable.

Company Name: (PLEASE PRINT)	AtoZ Inc
By: (PLEASE PRINT)	See Debra Muesch
By: (PLEASE SIGN)	
Title:	President
Company Address: (PLEASE PRINT)	8230 Cody Dr
Company Phone & Fax: (PLEASE PRINT)	402.477.0815 / no fax
E-Mail Address: (PLEASE PRINT)	see @atozprint.com
Date:	1.2.14

08724

CONTRACT DOCUMENTS

**CITY OF LINCOLN
NEBRASKA**

**ANNUAL SUPPLY
OF
Printing of Police Parking and Warning Citation Booklets
Quote No. 4341**

**A to Z Printing
8230 Cody Drive
Lincoln, NE 68512
(402)477-0815**

**CITY OF LINCOLN
CONTRACT AGREEMENT**

THIS CONTRACT, made and entered into this _____ day of _____ 2013, by and between **A to Z Printing, 8230 Cody Drive, Lincoln, NE 68512**, hereinafter called "Contractor", and the City of Lincoln, Nebraska, a municipal corporation, hereinafter called "City".

WHEREAS, the City has caused to be prepared, in accordance with law, Specifications, Plans, and other Contract Documents for the Work herein described, and has approved and adopted said documents and has caused to be published an advertisement for and in connection with said Work, to-wit:

For providing **Annual Supply of Printing of Police Parking and Warning Citation Booklets, Quote No. 4341** and,

WHEREAS, the Contractor, in response to such advertisement, has submitted to the City, in the manner and at the time specified, a sealed Proposal/Supplier Response in accordance with the terms of said advertisement; and,

WHEREAS, the City, in the manner prescribed by law has publicly opened, read aloud, examined, and canvassed the Proposals/Supplier Responses submitted in response to such advertisement, and as a result of such canvass has determined and declared the Contractor to be the lowest responsible bidder for the said Work for the sum or sums named in the Contractor's Proposal/Supplier Responses, a copy thereof being attached to and made a part of this Contract;

NOW, THEREFORE, in consideration of the sums to be paid to the Contractor and the mutual covenants herein contained, the Contractor and the City has agreed and hereby agree as follows:

1. The Contractor agrees to (a) furnish all tools, equipment, supplies, superintendence, transportation, and other accessories, services, and facilities; (b) furnish all materials, supplies, and equipment specified to be incorporated into and form a permanent part of the complete work; (c) provide and perform all necessary labor in a substantial and workmanlike manner and in accordance with the provisions of the Contract Documents; and (d) execute and complete all Work included in and covered by the City's award of this Contract to the Contractor, such award being based on the acceptance by the City of the Contractor's Proposal, or part thereof, as follows:

Agreement to full proposal

2. The City agrees to pay to the Contractor for the performance of the Work embraced in this Contract, the Contractor agrees to accept as full compensation therefore, the following sums and prices for all Work covered by and included in the Contract award and designated above, payment thereof to be made in the manner provided by the City:

City will pay for products/service, according to the Line Item pricing as listed in Contractors Proposal/Supplier Response, a copy thereof being attached to and made a part of this Contract. The City shall order on an as needed basis for the duration of the contract.

3. **Equal Employment Opportunity.** In connection with the carrying out of this project, the contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, disability, age or marital status. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, ancestry, disability, age or marital status. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other compensation; and selection for training, including apprenticeship.

4. E-Verify. In accordance with Neb. Rev. Stat. 4-108 through 4-114, the contractor agrees to register with and use a federal immigration verification system, to determine the work eligibility status of new employees performing services within the state of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324 a, otherwise known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986. The Contractor shall not discriminate against any employee or applicant for employment to be employed in the performance of this section pursuant to the requirements of state law and 8 U.S.C.A 1324b. The contractor shall require any subcontractor to comply with the provisions of this section.
5. Termination. This Contract may be terminated by the following:
 - 5.1) Termination for Convenience. Either party may terminate this Contract upon thirty (30) days written notice to the other party for any reason without penalty.
 - 5.2) Termination for Cause. The City may terminate the Contract for cause if the Contractor:
 - 5.2.1) Refuses or fails to supply the proper labor, materials and equipment necessary to provide services and/or commodities.
 - 5.2.2) Disregards Federal, State or local laws, ordinances, regulations, resolutions or orders.
 - 5.2.3) Otherwise commits a substantial breach or default of any provision of the Contract Document. In the event of a substantial breach or default the City will provide the Contractor written notice of said breach or default and allow the Contractor ten (10) days from the date of the written notice to cure such breach or default. If said breach or default is not cured within ten (10) days from the date of notice, then the contract shall terminate.
6. Independent Contractor. It is the express intent of the parties that this contract shall not create an employer-employee relationship. Employees of the Contractor shall not be deemed to be employees of the City and employees of the City shall not be deemed to be employees of the Contractor. The Contractor and the City shall be responsible to their respective employees for all salary and benefits. Neither the Contractor's employees nor the City's employees shall be entitled to any salary, wages, or benefits from the other party, including but not limited to overtime, vacation, retirement benefits, workers' compensation, sick leave or injury leave. Contractor shall also be responsible for maintaining workers' compensation insurance, unemployment insurance for its employees, and for payment of all federal, state, local and any other payroll taxes with respect to its employees' compensation.
7. Contract Term. This Contract shall be effective upon execution by both parties. The term of the Contract shall be a one (1) year term with option to renew for three (3) additional one (1) year terms.
8. The Contract Documents comprise the Contract, and consist of the following:
 1. Contract Agreement
 2. Accepted Proposal/Response
 3. Special Provisions
 4. Instructions to Bidders
 5. Sales Tax Exemption Form 13

These Contract Agreements, together with the other Contract Documents herein above mentioned, form this Contract, and they are as fully a part of the Contract as if hereto attached or herein repeated.

The Contractor and the City hereby agree that all the terms and conditions of this Contract shall be binding upon themselves, and their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the Contractor and the City do hereby execute this contract.

EXECUTION BY THE CITY OF LINCOLN, NEBRASKA

ATTEST:

John E. [Signature]
City Clerk



CITY OF LINCOLN, NEBRASKA

[Signature]
Police Chief

Approved by Directorial Order 08724

dated 2/7/2013

EXECUTION BY CONTRACTOR

IF A CORPORATION:

ATTEST:

[Signature] (SEAL)
Secretary

AHOZ Inc
Name of Corporation

8230 Cedar Dr.
(Address)

By: [Signature]
Duly Authorized Official

President
Legal Title of Official

IF OTHER TYPE OF ORGANIZATION:

Name of Organization

Type of Organization

(Address)

By: _____
Member

By: _____
Member

IF AN INDIVIDUAL:

Name

Address

Signature

City of Lincoln/Lancaster County (Lincoln Purchasing) Supplier Response

Bid Information

Bid Creator Shelly Hinze, Buyer
 Email rhinze@lincoln.ne.gov
 Phone 1 (402) 441-8313
 Fax 1 (402) 441-6513

 Bid Number 4341
 Title Annual Supply of Parking and
 Warning Citations Booklets
 Bid Type Quote
 Issue Date 12/20/2012
 Close Date 1/3/2013 2:00:00 PM CST
 Need by Date

Contact Information

Address Purchasing\City &
 County
 440 S. 8th St.
 Lincoln, NE 68508
 Contact Shelly Hinze, Buyer

 Department
 Building

 Floor/Room
 Telephone (402) 441-8313
 Fax (402) 441-6513
 Email shinze@lincoln.ne.gov

Ship to Information

Address Police Dept.
 575 S. 10th St.
 Lincoln, NE 68508
 Contact

 Department
 Building

 Floor/Room
 Telephone
 Fax
 Email

Supplier Information

Company A to Z Printing
 Address 8230 Cody Drive

 Lincoln, NE 68512
 Contact
 Department
 Building
 Floor/Room
 Telephone 1 (402) 4770815
 Fax 1 (402) 4770837
 Email
 Submitted 12/27/2012 1:47:47 PM CST
 Total \$4,200.00

Signature _____

Supplier Notes

Bid Notes

* THIS BID IS ONLY OPEN TO THE COMPANIES WITH CITY OF LINCOLN/LANCASTER COUNTY OFFSET PRINTING CONTRACTS AND THE STATE OF NEBRASKA PRINT SHOP.
*SAMPLE BOOK CAN BE SEEN AT PURCHASING, 440 SOUTH 8TH, LINCOLN, NE

Bid Activities

Bid Messages

Please review the following and respond where necessary

#	Name	Note	Response
1	Instructions to Bidders	I acknowledge reading and understanding the Instructions to Bidders.	Yes
2	Sample Contract	I acknowledge reading and understanding the sample contract.	Yes
3	Renewal is an Option	Contract Extension Renewal is an option.	Yes
4	Special Provision Term Contract Provisions	I acknowledge reading and understanding the Special Provision Term Contract Provisions.	Yes
5	Term Clause of Contract	I acknowledge that the term of the contract is for a one (1) year term with the option for three (3) additional one (1) year renewals from the date of the executed contract. (a) Are your bid prices firm for the first one (1) year contract period. YES or NO (b) Are your bid prices subject to escalation/de-escalation YES or NO (c) If (b), state period for which prices will remain firm: through _____	a) Yes. b) Not during the 1 year period. c) One year.
6	Pictures	I acknowledge reading and understanding the pictures listed above.	Y
7	Contact	Name of person submitting this bid:	Miriah Zajic
8	Electronic Signature	Please check here for your electronic signature.	Yes

Line Items

#	Qty	UOM	Description	Response
1	1,400	Books (25 Citations per book)	1400 ticket books of 25 citations to a book for a total number of forms - 35,000. Size is 4 1/2" x 8 5/8" with perforation to 5/8" from top for tearing ticket out of book. Paper: 4 part sets: CB White, CFB Pink, CFB Goldenrod, CF White Tag. Ink: black and PMS Red throughout. Printing on both sides of parts 1 and 4 Cover of book is manilla 90 - 100 lb index and has first citation number printed on exterior edge at bottom so when all books are stacked on top of each other you can read the ticket number. Between last form and back cover there is chip board. Books packed by number sequence, no more than 80 books per carton. Entire order to be shipped at once, no warehousing needed. Appr. 35,000 tickets are ordered once a year. Inside Delivery. No Dock.	\$3.00

Item Notes:

Supplier Notes:

Response Total: \$4,200.00