



## REQUEST FOR BOARD ACTION

ITEM NO. 6a.

**DATE OF MEETING:** November 7, 2011

**REQUESTED BY:** Michael Mack, Solid Waste Director

**SHORT TITLE:** Resolution Authorizing a Purchase Order to McClamrock Business Forms for Printing of 2012 Solid Waste Stickers in the Amount of \$5,500

**BACKGROUND:** In 2008 the County implemented an annual sticker program to better control access and use of the County's twelve (12) Convenience Centers.

The 2011 stickers will expire on December 31, 2011 and new ones must be provided to our solid waste fee payers. McClamrock Business Forms has been printing these forms for the County since 2008 as they provide a unique service that could not be found anywhere else at the time we originally "shopped" this project out.

In accordance with the Pender County Purchasing Policy, staff solicited three bids from Pender County based print shops. In addition, the Request for Bids was posted on the County's website. As of the bid deadline of Thursday, October 13<sup>th</sup> at 3pm, the only bid received was from McClamrock Business Forms.

Staff has worked with the vendor to revise the sticker reflecting relevant solid waste information for 2012. The next round of stickers will be mailed out during the week of December 12, 2011.

This cost was budgeted in this fiscal year's budget and no additional appropriation is necessary. Staff recommends approval of this resolution

**SPECIFIC ACTION REQUESTED:** Consider a resolution to authorize a purchase order to McClamrock Business Forms, as outlined above for printing of the 2012 Solid Waste Stickers in the amount of \$5,500.

**COUNTY MANAGER'S RECOMMENDATION**

Respectfully recommend approval.

RB  
Initial

**RESOLUTION**

**NOW, THEREFORE BE IT RESOLVED** by the Pender County Board of Commissioners that: a purchase order to McClamrock Business Forms in the amount of \$ 5,500 is authorized for printing of the 2012 Solid Waste Stickers

75-404500                      Contracted Services    \$ 5,500

The Chairman/County Manager is authorized to execute any document necessary to implement this resolution.

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS

YEA VOTES: Brown \_\_\_ Tate \_\_\_ Rivenbark \_\_\_ Ward \_\_\_ Williams \_\_\_

\_\_\_\_\_  
George R. Brown, Chairman                      11/07/11  
Date

\_\_\_\_\_  
ATTEST                      11/07/11  
Date