



Harris County, Texas

1001 Preston St., Suite 934
Houston, Texas 77002

Staff Report

File #: 21-3409

Agenda Date: 7/20/2021

Agenda #: 337.

To: Harris County Commissioners Court
Through: DeWight Dopslauf, Purchasing Agent, Purchasing Department
Prepared By: Ashley N. Savala, Purchasing Coordinator, Purchasing Department
Subject: Renewal
Project ID (If applicable):

Purpose and Request:

Request for approval of a renewal option with OD's Printing (Primary) and Arching Oaks Investments, Ltd dba Reflection Printing (Secondary) for ballot by mail supplies, services and related items for the Election Administrator's Office for the period of August 01, 2021- July 31, 2022 at a cost of \$94,021 (190140).

Background and Discussion:

[INSTRUCTIONS: In this section should concisely provide any background and analysis that the Commissioners Court needs to fully understand the action being requested. Please limit background to 3-4 sentences and include any reference to when this item was previously considered by Court. Background should include reference to study or order that led to this item or if the item is a result of compliance with any specific law or statutory requirements.]

Fiscal Impact:

[INSTRUCTIONS: A short description of the cost of the request and where you are requesting funding from. No more than 2 sentences. In addition please fill out the table below. This includes financial impact to the current fiscal year and subsequent fiscal years along with the source of funding (general fund, grant, etc.). If the amount is within the current budget, please indicate the amount from 'Existing Department Budget'. If all of or part of the request is a new expense, please indicate funding source in the space provided.]

Fiscal Summary			
Expenditures	FY 20-21	FY 21-22 Projected	Future Years Projected [3 additional years]
Service Impacted: [Please list the specific service or division where expenditure will occur]			
Existing Budget			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
Existing Department Budget			

Please Identify Funding Sources Special Revenue, Grant, [REDACTED]			
[INSERT FUNDING SOURCE]			
Total Sources			

Alternatives:

[INSTRUCTIONS: In this section you should briefly discuss any viable alternatives, including the benefits and consequences of each. Include subtitles on the first line of each alternative to identify it. If appropriate, the financial impact of each alternative can be discussed. If taking no action is a viable alternative it should also be discussed, including any financial or other impacts that would result.]

Alignment with Strategic Objective:

[INSTRUCTIONS: Please write out the Department Strategic Objective impacted by this item.]

Attachments:

[INSTRUCTIONS: Please include a list of backup for this item with a short description of each if more than one.]

Presented to Commissioners Court

July 20, 2021

Approve: E/G



**DeWight Dopslauf, C.P.M., CPPO
Harris County Purchasing Agent**

July 9, 2021

Commissioners Court
Harris County, Texas

RE: Job No. 190140

Members of Commissioners Court:

Please approve the renewal for the following:

Description: Ballot by mail supplies, services and related items

Vendor(s): OD's Printing (Primary)
Arching Oaks Investments, Ltd dba Reflection Printing (Secondary)

Term: 8/1/2021 – 7/31/2022

Renewal Options: 1 of 4

Amount: \$94,021

Price Change: No

Bond(s): No

Reviewed by: X Harris County Purchasing X Election Administrator's Office

Sincerely,

A handwritten signature in black ink, appearing to read "Dewight Dopslauf".

DeWight Dopslauf
Purchasing Agent

MJS
cc: Vendor(s)

FOR INCLUSION ON COMMISSIONERS COURT AGENDA JULY 20, 2021



Note to File

July 8 2021

RE Job 190140 Ballot by Mail Supplies, Services and Related items

The new head of Elections wanted to use the Secondary (Arching Oaks) over the Primary (OD's Printing) and raise the money from the awarded amount of 95,030 to \$625,030. I have explained to Ms. Longoria that we cannot use the Secondary over the Primary unless the Primary cannot do the work due to time constraints, availability etc. I explain you need an email from ODs Printing is they cannot perform the work. Ms. Longoria said she did understand and they will work with OD's.

This is a lighter year for the elections, so this could be a good test for OD's to see if they can perform and have the required items when needed. The EAD will be doing more in house this year. EAD also have the larger contract with Runbeck Election Services, but at over \$1000000, which may become to much for EAD to use very much.

We will watch the contract over the year and follow the feed back on the vendor performance.

Should renew for another year.

Martha Sloan



**DeWight Dopslauf, C.P.M., CPPO
Harris County Purchasing Agent**

August 04, 2020

Commissioners Court
Harris County, Texas

RE: Job No. 190140

	YES	NO	ABSTAIN
Judge Lina Hidalgo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Rodney Ellis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Adrian Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Steve Radack	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. R. Jack Cagle	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Members of Commissioners Court:

Please approve the following award on the basis of low bid:

Description: Ballot By Mail Supplies, Services and Related Items for the Harris County Clerk's Office

Bid(s) Received: Two (2) on May 20, 2019 (see attached)

Vendor(s): OD's Printing (Primary)
Arching Oaks Investments, Ltd DBA Reflection Printing (Secondary)

Term: August 11, 2020 - July 31, 2021 with four (4) one-year renewal options

Amount: \$95,030

Evaluated By: • Harris County Purchasing • County Clerk's Office

After evaluating the bids, it was determined that it is in the best interest of Harris County to award a primary and secondary vendor to ensure complete coverage for the services. The secondary vendor will be utilized when the primary vendor is unavailable or unable to fulfill the services required. Purchase order(s) will be issued upon Commissioners Court approval.

Sincerely,

A handwritten signature in black ink, appearing to read "DeWight Dopslauf".

DeWight Dopslauf
Purchasing Agent

Presented to Commissioners Court

August 11, 2020

Approve: E/G

MS

Attachment(s)

cc: Vendor(s)

FOR INCLUSION ON COMMISSIONERS COURT AGENDA AUGUST 11, 2020



Arching Oaks Investments, Ltd DBA Reflection Printing ²						
Item No.	Description	Unit of Measure	Estimated Quantities	Unit Price	Total Price	Unit Price
1	P-1S - Application to Vote Early by Mail Forms EN/SP	200/pkg	900	13.69	12,321.00	24.95
2	P-1V - Application to Vote Early by Mail Forms EN/VN	200/pkg	150	11.63	1,744.50	54.95
3	P-1C - Application to Vote Early by Mail Forms EN/TCH	200/pkg	50	15.49	774.50	64.95
4	P-2 - Envelopes - Record of Ballot by Mail	500/box	1	210.00	210.00	299.00
5	P-2D - Envelopes - Record of Democrat Ballot by Mail	500/box	1	196.00	196.00	299.00
6	P-2R - Envelopes - Record of Republican Ballot by Mail	500/box	1	210.00	210.00	299.00
7	P-3 - Envelope - Record of Emergency Ballot - Sick	500/box	1	210.00	210.00	299.00
8	P-4 - Envelope - Record of Emergency Ballot - Death	500/box	1	210.00	210.00	299.00
9	P-5 - Envelope - Record of Emergency Ballot - Disability	500/box	1	210.00	210.00	299.00
10	P-6 - Acknowledgment Cards EN, SP, VN, TCH	100/pkg	225	2.65	596.25	8.00
11	P-6-2 - Acknowledgment Cards Primary EN, SP, VN, TCH	100/pkg	100	2.99	299.00	8.00
12	P-8 - Acknowledgment Cards FPCA EN, SP, VN, TCH	100/pkg	150	3.64	546.00	12.00
13	P-9 - Acknowledgment Cards FPCA EN, SP, VN, TCH	100/pkg	150	3.64	546.00	12.00
14	P-11 - Change of Address Acknowledgment Cards EN, SP, VN, TCH	100/pkg	30	5.86	175.80	12.00
15	P-12 - Ballot Envelope-English/Spanish	500/box	1,000	20.37	20,370.00	34.75
16	P-13 - Mailing Envelope - Regular-EN/SP	500/box	1,000	15.61	15,610.00	36.75
17	P-14 - Carrier Envelope - Regular-EN/SP	500/box	1,900	22.47	22,470.00	39.75
18	P-15 - Mailing Envelope - FPCA-EN/SP	500/box	40	22.72	908.80	36.75
19	P-16 - Carrier Envelope -FPCA-EN/SP	500/box	40	22.47	898.80	39.75
20	P-18 - Envelope for Rejected Application	500/box	30	40.70	1,221.00	96.00
21	P-19 - FPCA Envelope	500/box	30	76.06	2,281.80	145.00
22	P-20 - FPCA Mail - Out Envelope	500/box	5	34.40	172.00	119.00
23	P-22 - FPCA Return Envelope	500/box	5	34.40	172.00	135.00
24	P-23 - Ballot Envelope - EN/VN	500/box	12	28.33	339.96	34.75
25	P-24 - Carrier Envelope-EN/VN	500/box	6	55.16	330.96	39.75
26	P-25 - Mailing Envelope-EN/VN	500/box	6	23.33	139.98	36.75
27	P-26 - FPCA Carrier Envelope EN/VN	500/box	6	46.00	276.00	149.00
28	P-27 - FPCA Mailing Envelope EN/VN	500/box	6	42.00	252.00	149.00
29	P-28 - FPCA Record of Ballot by Mail Envelope	500/box	1	230.00	230.00	199.00
30	P-29 - Ballot Envelope – EN/TCH	500/box	3	42.66	127.98	34.75
31	P-30 - Mailing Envelope – EN/TCH	500/box	2	29.50	59.00	39.75
32	P-31-Carrier Envelope - EN/TCH	500/box	2	84.50	169.00	36.75
33	P-32 - FPCA Mailing Envelope -EN/TCH	500/box	1	120.00	120.00	149.00
34	P-33 - FPCA Carrier Envelope - EN/TCH	500/box	1	122.00	122.00	149.00
35	P-34 - Ballot Now Paper, 8½" X 11"	100/pkg	1,900	1.75	1,750.00	2.50
36	P-35 - Ballot Now Paper, 8½" X 14"	100/pkg	10	5.80	58.00	10.00
37	P-36 - Ballot Now Paper, 11" X 17"	100/pkg	5,000	1.33	6,650.00	3.75
38	P-37 - Ballot Now Paper w/Blue Border, 8½" X 11"	100/pkg	500	1.95	975.00	8.00
39	P-38 - Ballot Now Paper w/Blue Border, 8½" X 14"	100/pkg	10	14.50	145.00	25.00
40	P-39 - Ballot Now Paper w/Blue Border, 11" X 17"	100/pkg	200	4.60	920.00	9.50
41	P-40 - Mailing Envelope	500/box	1	12.00	12.00	199.00
GRAND TOTAL:				\$ 95,030.33	\$ 196,226.25	

¹ Award Recommendation Low Bid (Primary)² Award Recommendation (Secondary)³ Corrected Total



DeWight Dopslauf, C.P.M., CPPO
Harris County Purchasing Agent

MEMORANDUM

TO: Isabel Longoria, Harris County Elections Administrator

FROM: Martha Sloan, Contract Administrator, Harris County Purchasing
Phone: 713-274-4433

DATE: June 23, 2021

CONTRACT RENEWAL

Description: 19/0140 Ballot by Mail Supplies, Services and Related Items for the Harris County- First Renewal

Expires: July 31, 2021

Vendor(s): OD's Printing (Primary)
Arching Oaks Investments, LLC dba Reflection Printing (Secondary)

Renew: X Yes _____ No

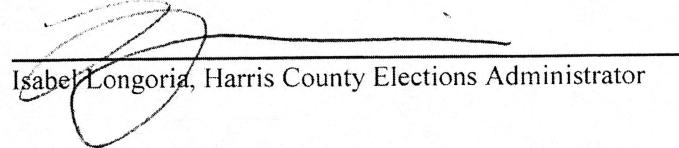
Previous Year Actual: \$ 95,030 awarded
(Actual dollar amount/usage for previous 8 months period \$406,218 from PS)

Estimated Funding: \$ 625,030 for your sections

Reason for Increase/Decrease: Increase is proportional to the \$530,000 decrease in Runbeck contract (Job No. 200246) to account for bringing more mail ballot mailing services "in house" but still requiring the use of large capacity printers through the use of outside vendors for several county-wide elections.

Reply by: **June 30, 2021**

Return this form (signed) with a completed Vendor Performance Document to martha.sloan@pur.hctx.net If you have any questions, or require additional information, please call me at 713-274-4433.


Isabel Longoria, Harris County Elections Administrator

7/6/2021
Date

VENDOR PERFORMANCE DOCUMENT

Job No. 19/0140

Description: Ballot by Mail Supplies, Services and Related Items for the Harris County

Vendor Name: OD's Printing (Primary)

Vendor Contact: Kathy Viola Phone No: 713-896-0052

Dates of Performance: August 1, 2020 through July 31, 2021

Excellent/Exceeds Expectations

Fair/Needs Improvement

Good/Meets Requirements

Poor/Unacceptable

Comments: Generally meets expectations for small projects. Could be more responsive for quick project needs, but overall ok when given enough time to plan for a project.

Problems/Complaints (include dates, names, places and attach any pertinent documents, etc.):

Recommendation: Renew contract/agreement

Use vendor in future

Do not use vendor again

Signature: J. Isabel Longoria Date: 7/6/2021

Department: Office of Elections Administrator

Buyer: Martha Sloan

VENDOR PERFORMANCE DOCUMENT

Job No. 19/0140

Description: Ballot by Mail Supplies, Services and Related Items for the Harris County

Vendor Name: Arching Oaks Investments, LLC dba Reflection Printing (Secondary)

Vendor Contact: Mike Hensley Phone No: 713-271-2253

Dates of Performance: August 1, 2020 through July 31, 2021

Excellent/Exceeds Expectations Fair/Needs Improvement

Good/Meets Requirements Poor/Unacceptable

Comments: Generally responsive, professional, and timely with projects. Requires several proofs/test printings to get a good product, but pretty typical of printing services process. Able to handle large printing projects that Elections Administration Office does not have the capacity to print internally.

Problems/Complaints (include dates, names, places and attach any pertinent documents, etc.):

Recommendation: Renew contract/agreement

Use vendor in future

Do not use vendor again

Signature:  Date: 7/16/2021

Department: Office of Elections Administrator

Buyer: Martha Sloan



DeWight Dopslauf, C.P.M., CPPO
Harris County Purchasing Agent

June 28, 2021

Via Email: odsprinting@att.net

Kathy Viola
OD's Printing
27 Stonecroft Pl.
The Woodlands TX 77381

RE: Job No 19/0140

Dear Ms. Viola:

The contract to Ballot by Mail Supplies, Services and Related Items for the Harris County will expire **July 31 2021**. If your company agrees to renew this contract under the same terms and conditions as the awarded contract, with no increase in pricing, please notify the Purchasing Department by signing the bottom of this letter and emailing martha.sloan@pur.hctx.net. Renewal is subject to using department approval, the Tax Office review of any taxes owed to Harris County, Active status on the State Franchise Tax and approval by Commissioners Court. An update COI will also be required.

Also The Texas Ethics Commission (TEC) requires all contract award, renewals, Change in Contract or extension which go before Commissioners Court for approval must have a form 1295 completed. Please see attached for instructions.

If not wanting to renew, please contact me immediately, martha.sloan@pur.hctx.net or call 713-274-4433.

In accordance with the terms of the contract, completion of the attached usage report to indicate the quantities of each line item purchased during the time period August 18, 2021 through May 31 2021 is required. The usage report is due by **July 1, 2021**. Please contact me if you have any questions at 713-274-4433.

Sincerely,
//Martha Sloan//

Martha Sloan
Contracts Administrator

MS
Attachment

OD's Printing, agrees to renew the contract to Ballot by Mail Supplies, Services and Related Items for the Harris County under the same terms and conditions as the awarded contract, with no increase in pricing for the term **August 1, 2021 through July 31, 2022**.

Kathy Viola

Signature for Renewal

6/28/2021

Date

Sloan, Martha (Purchasing)

From: Tax_Vendors (Tax Office)
Sent: Friday, February 19, 2021 3:27 PM
To: Sloan, Martha (Purchasing)
Subject: RE: Vendor checks- THIS IS NOT A RUSH- for 2020 taxes
Attachments: 2020 Tax Statement For Account No. 2-0800653.pdf; 2020 Tax Statement For Account No. 2-2041056.pdf; 2020 Tax Statement For Account No. 2-2309765.pdf; 2020 Tax Statement For Account No. 2-20946536.pdf

Good Afternoon,

For the vendors listed below, no records were found for the 2020 tax year.

- Dahill Office Technology Corporation
dba Xerox Business Solutions Southwest
- Workplace Interiors by Office Depot
- OD's Printing Inc
- City Fire Protection LLC
- CORE
- AFMA Inc dba Core Office Interiors
- Signature Envelopes Company

For the vendors listed below, they are current for the 2020 tax year.

- Carroll's Discount Office Furniture
- Letourneau Interests Inc dba Letourneau Keller
- Wald Relocation Services, Ltd.,
- Absolute Color Mailplex
- Richmond Printing
- Houston Chronicle- Hearst Newspaper Partnership LP
- Letourneau Interests, Inc.
- QuestMark Information Management Inc
- J Tyler Services Inc
- Roadrunner LTD
Roadrunner Moving & Storage Co
- Arching Oaks Investments dba Reflection Printing & Corporate Thermographer
- Central National Gottesman dba Olmsted Kirk
- Staples Contract and Commercial aka
Business Advantage
- Vanguard Environments
- GOLDEN GREEK ENTERPRISES, LLC dba Interstate Reprographics & Printing
- Facility Interiors
- GL Seaman & Co of Houston dba Debner & Company
- Library Design Systems, Inc



Franchise Tax Account Status

As of : 07/08/2021 17:30:30

This page is valid for most business transactions but is not sufficient for filings with the Secretary of State

OD'S PRINTING, INC.	
Texas Taxpayer Number	32050521049
Mailing Address	27 STONECROFT PL SPRING, TX 77381-5226
② Right to Transact Business in Texas	ACTIVE
State of Formation	TX
Effective SOS Registration Date	03/22/2013
Texas SOS File Number	0801755045
Registered Agent Name	DEBRA M WHITE-FINKE
Registered Office Street Address	811 N LASALLE NAVASOTA, TX 77868

 An official website of the United States government. [Here's how you know >](#)

Visit our tips page to learn how to best use the Exclusions Database. If you experience technical difficulties, please email the webmaster at webmaster@oig.hhs.gov.

Exclusions Search Results: Entities

No Results were found for

OD'S PRINTING, INC

 If no results are found, this individual or entity (if it is an entity search) is not currently excluded. Print this Web page for your documentation

[Search Again](#)

Search conducted 7/8/2021 6:31:04 PM EST on OIG LEIE Exclusions database.

Source data updated on 6/8/2021 9:00:00 AM EST

[Return to Search](#)

An official website of the United States government
[Here's how you know](#)

You have 2 new alerts
Show / Hide Alerts



Search

e.g. 1606N020Q02, asph...

[Search Results](#)[Saved Searches](#)

Select Domain Entity Information

[All Entity Information](#)[Entity Registrations](#)[Disaster Response Registry](#)[Exclusions](#)[Filter By](#)[Keywords](#)[Entity](#)[Entity Name](#)

OD'S PRINTING, INC

[DUNS](#) Unique Entity ID

Example: 123456789

SAM Unique Entity ID

CAGE / NCAGE

Location

Status

Active

Inactive

Reset 



No matches found

Your search did not return any results for active records.

Would you like to include inactive records in your search results?

Yes

Go back

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY

Certificate Number:
2021-771983

Date Filed:
06/28/2021

Date Acknowledged:
07/08/2021

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

OD'S Printing, Inc.

The Woodlands, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

Harris County

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

19/0140

Ballot by mail supplies and services to Harris County.

5 Check only if there is NO Interested Party.

1

6 UNSWORN DECLARATION

My name is _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of _____, on the _____ day of _____, 20_____.
(month) (year)

Signature of authorized agent of contracting business entity
(Declarant)

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY
CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
OD'S Printing, Inc.
The Woodlands, TX United States

Certificate Number:
2021-771983

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
Harris County

Date Filed:
06/28/2021

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

Date Acknowledged:

19/0140
Ballot by mail supplies and services to Harris County.

5 Check only if there is NO Interested Party.

1

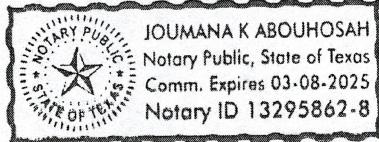
6 UNSWORN DECLARATION

My name is Kathy Rose, and my date of birth is 10/9/1956.

My address is 27 Storcroft Pl The Woodlands, TX 77381 USA
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Harris County, State of Texas, on the 30th day of June, 2021
(month) (year)



Signature of authorized agent of contracting business entity
(Declarant)

Contract Entry

Contract

SetID SHARE
Contract ID HC190140-A

*Status Approved

Contract Version

Version 1

Status Current

Approved Date 08/19/2020

Administrator/Buyer 101269

Martha Jane Sloan

Add a Document

Header

Contract Style General Contract

Edit Comments

Activity Log

Process Option General Contract

Contract Activities

Document Status

Supplier OD'S PRI-001

Primary Contact Info

Thresholds & Notifications

Supplier ID 0000003196

ODS PRINTING INC

Contract Header Agreement

Contract Releases

Begin Date 08/19/2020

Expire Date 07/31/2021

Renewal Date

Currency USD CRRNT

Amount Summary

Maximum Amount 0.00 USD

Line Item Released Amount 0.00

Category Released Amount 0.00

Open Item Released Amount 23,480.35

Total Released Amount 23,480.35

Tax Exempt

Order Contract Options

Allow Multicurrency PO

Allow Open Item Reference

Must Use Contract Rate Date

Rate Date 08/19/2020

Corporate Contract

Adjust Supplier Pricing First

Auto Default

Lock Chartfields

Price Can Be Changed on Order

PO Defaults

Add Open Item Price Adjustments

Price Adjustment Template

Voucher Contract Options

Invoice Number

Gross Amount 0.00 USD

AP Business Unit

Freight Amount 0.00

Accounting Template

Sales Tax Amount 0.00

Payment Terms ID 30

VAT Amount 0.00

Basis Date Type

Misc Charge Amount 0.00

Miscellaneous Charges Retention

Contract Items

Catalog Search

Item Search

Search for Contract Lines

Lines

Details Order By Amount Item Information Default Schedule Release Amounts Release Quantities Line Groupings Spend Threshold

Personalize | Find | View All | First 1 of 1 Last

Line	Item	Description	UOM	Category	Merchandise Amt	Include for Release	Status
1						<input checked="" type="checkbox"/>	Active

[View Category Hierarchy](#)

[Category Search](#)

Contract Categories

Lines

Details Pricing Options Release Amounts Spend Threshold

Personalize | Find | View All | First 1 of 1 Last

Line	Category	Description	Status
1			

[Save](#)

[Return to Search](#)

[Previous in List](#)

[Next in List](#)

[Notify](#)

[Refresh](#)

[Add](#)

[Update/Display](#)

[Correct History](#)

Activity Summary

Business Unit	HCNTY	PO Status	Compl
Purchase Order	0000017181	Supplier	ODS PRINTING INC
Merchandise Amount	225.00 USD	Supplier Location	R1
Merchandise Receipt	225.00 USD		
Merchandise Returned	0.00 USD		
Merchandise Invoice	225.00 USD		
Merchandise Matched	225.00 USD		

Lines

1-1 of 1 <input checked="" type="checkbox"/>							
		Details	Receipt	Invoice	Matched	RIV	
Line			Item	Item Description	UOM	Manufacturer ID	Mfg Itm ID
1				NOTE CARDS/W ENVELOPES SIZE 4"	LOT		

[Return to Search](#)[Notify](#)

Activity Summary

Business Unit	HCNTY	PO Status	Compl
Purchase Order	0000017185	Supplier	<u>ODS PRINTING INC</u>
Merchandise Amount	11,750.00 USD	Supplier Location	R1
Merchandise Receipt	11,750.00 USD		
Merchandise Returned	0.00 USD		
Merchandise Invoice	11,750.00 USD		
Merchandise Matched	11,750.00 USD		

Lines

		Details	Receipt	Invoice	Matched	RIV	II▶	1-3 of 3 <input checked="" type="checkbox"/>		
Line		Item	Item Description				UOM	Manufacturer ID	Mfg Itm ID	
1			THERMAL PAPER ROLLS 48 GRAMS				EA			
2			THERMAL PAPER ROLLS 48 GRAMS				EA			
3			THERMAL PAPER ROLLS 48 GRAMS				EA			

[Return to Search](#)[Notify](#)

Activity Summary

Business Unit	HCNTY	PO Status	Compl
Purchase Order	0000019276	Supplier	<u>ODS PRINTING INC</u>
Merchandise Amount	1,505.35 USD	Supplier Location	R1
Merchandise Receipt	1,505.35 USD		
Merchandise Returned	0.00 USD		
Merchandise Invoice	1,505.35 USD		
Merchandise Matched	1,505.35 USD		

Lines

Details		Receipt	Invoice	Matched	RTV	II	1-5 of 5 <input checked="" type="checkbox"/>		
Line		Item	Item Description				UOM	Manufacturer ID	Mfg Itm ID
1			CANARY 110# INDEX PAPER 2 PE				LOT		
2			WHITE 110# INDEX PAPER 2 PERF				LOT		
3			CANARY 20# BOND 1 PERF 1 CAS				LOT		
4			WHITE 20# BOND 1 PERF 2 CASE				LOT		
5			WHITE 20# BOND 2 PERF / 4 CUT				LOT		

[Return to Search](#)[Notify](#)

Activity Summary

Business Unit	HCNTY	PO Status	Dispatched
Purchase Order	0000026230	Supplier	ODS PRINTING INC
Merchandise Amount	10,000.00 USD	Supplier Location	R1
Merchandise Receipt	0.00 USD		
Merchandise Returned	0.00 USD		
Merchandise Invoice	0.00 USD		
Merchandise Matched	0.00 USD		

Lines

Details		Receipt	Invoice	Matched	RTV	II	1-1 of 1 <input checked="" type="checkbox"/>	
Line		Item	Item Description			UOM	Manufacturer ID	Mfg Itm ID
1			BALLOT BY MAIL SUPPLIES, SERVI			LOT		

[Return to Search](#)[Notify](#)

Usage Report for Job No. 190140-A-Ballot By Mail Supplies, Services and Related Items for the Harris County
Usage Report 8/19/20 to May 31 2021

Item No.	Description	Unit of Measure	Estimated Quantities	Unit Price	Total Price	OD's Printing		Est QTY Purchased in 8 months	Est QTY Purchased in 12 months	Est EXTS Purchased in 8 months	Est EXTS Purchased in 12 months
						QTY Purchased in 8 months	QTY Purchased in 12 months				
1	P-1S - Application to Vote Early by Mail Forms EN/SP	200/pkg	900	13.69	12,321.00			0.00	0	0.00	0.00
2	P-1V - Application to Vote Early by Mail Forms EN/VN	200/pkg	150	11.63	1,744.50			0.00	0	0.00	0.00
3	P-1C - Application to Vote Early by Mail Forms EN/TCH	200/pkg	50	15.49	774.50			0.00	0	0.00	0.00
4	P-2 - Envelopes - Record of Ballot by Mail	500/box	1	210.00	210.00			0.00	0	0.00	0.00
5	P-2D - Envelopes - Record of Democrat Ballot by Mail	500/box	1	196.00	196.00			0.00	0	0.00	0.00
6	P-2R - Envelopes - Record of Republican Ballot by Mail	500/box	1	210.00	210.00			0.00	0	0.00	0.00
7	P-3 - Envelope - Record of Emergency Ballot - Sick	500/box	1	210.00	210.00			0.00	0	0.00	0.00
8	P-4 - Envelope - Record of Emergency Ballot - Death	500/box	1	210.00	210.00			0.00	0	0.00	0.00
9	P-5 - Envelope - Record of Emergency Ballot - Disability	500/box	1	210.00	210.00			0.00	0	0.00	0.00
10	P-6 - Acknowledgment Cards EN, SP, VN, TCH	100/pkg	225	2.65	596.25			0.00	0	0.00	0.00
11	P-6-2 - Acknowledgment Cards Primary EN, SP, VN, TCH	100/pkg	100	2.99	299.00			0.00	0	0.00	0.00
12	P-8 - Acknowledgment Cards FPCA EN, SP, VN, TCH	100/pkg	150	3.64	546.00			0.00	0	0.00	0.00
13	P-9 - Acknowledgment Cards FPCA EN, SP, VN, TCH	100/pkg	150	3.64	546.00			0.00	0	0.00	0.00
14	P-11 - Change of Address Acknowledgment Cards EN, SP, VN, TCH	100/pkg	30	5.86	175.80			0.00	0	0.00	0.00
15	P-12 - Ballot Envelope-English/Spanish	500/box	1,000	20.37	20,370.00			0.00	0	0.00	0.00
16	P-13 - Mailing Envelope - Regular-EN/SP	500/box	1,000	15.61	15,610.00			0.00	0	0.00	0.00
17	P-14 - Carrier Envelope - Regular-EN/SP	500/box	1,000	22.47	22,470.00			0.00	0	0.00	0.00
18	P-15 - Mailing Envelope -FPCA-EN/SP	500/box	40	22.72	908.80			0.00	0	0.00	0.00
19	P-16 - Carrier Envelope -FPCA-EN/SP	500/box	40	22.47	898.80			0.00	0	0.00	0.00
20	P-18 - Envelope for Rejected Application	500/box	30	40.70	1,221.00			0.00	0	0.00	0.00
21	P-19 - FPCA Envelope	500/box	30	76.06	2,281.80			0.00	0	0.00	0.00
22	P-20 - FPCA Mail - Out Envelope	500/box	5	34.40	172.00			0.00	0	0.00	0.00
23	P-22 - FPCA Return Envelope	500/box	5	34.40	172.00			0.00	0	0.00	0.00
24	P-23 - Ballot Envelope - EN/VN	500/box	12	28.33	339.96			0.00	0	0.00	0.00
25	P-24 - Carrier Envelope-EN/VN	500/box	6	55.16	330.96			0.00	0	0.00	0.00
26	P-25 - Mailing Envelope-EN/VN	500/box	6	23.33	139.98			0.00	0	0.00	0.00
27	P-26 - FPCA Carrier Envelope EN/VN	500/box	6	46.00	276.00			0.00	0	0.00	0.00
28	P-27 - FPCA Mailing Envelope EN/VN	500/box	6	42.00	252.00			0.00	0	0.00	0.00
29	P-28 - FPCA Record of Ballot by Mail Envelope	500/box	1	230.00	230.00			0.00	0	0.00	0.00
30	P-29 - Ballot Envelope - EN/TCH	500/box	3	42.66	127.98			0.00	0	0.00	0.00
31	P-30 - Mailing Envelope - EN/TCH	500/box	2	29.50	59.00			0.00	0	0.00	0.00
32	P-31-Carrier Envelope - EN/TCH	500/box	2	84.50	169.00			0.00	0	0.00	0.00
33	P-32 - FPCA Mailing Envelope -EN/TCH	500/box	1	120.00	120.00			0.00	0	0.00	0.00
34	P-33 - FPCA Carrier Envelope - EN/TCH	500/box	1	122.00	122.00			0.00	0	0.00	0.00
35	P-34 - Ballot Now Paper, 8 1/2" X 11"	100/pkg	1,000	1.75	1,750.00			0.00	0	0.00	0.00
36	P-35 - Ballot Now Paper, 8 1/2" X 14"	100/pkg	10	5.80	58.00			0.00	0	0.00	0.00
37	P-36 - Ballot Now Paper, 11" X 17"	100/pkg	5,000	1.33	6,650.00			0.00	0	0.00	0.00
38	P-37 - Ballot Now Paper w/Blue Border, 8 1/2" X 11"	100/pkg	500	1.95	975.00			0.00	0	0.00	0.00
39	P-38 - Ballot Now Paper w/Blue Border, 8 1/2" X 14"	100/pkg	10	14.50	145.00			0.00	0	0.00	0.00
40	P-39 - Ballot Now Paper w/Blue Border, 11" X 17"	100/pkg	200	4.60	920.00			0.00	0	0.00	0.00
41	P-40 - Mailing Envelope	500/box	1	12.00	12.00			0.00	0	0.00	0.00
<u>GRAND TOTAL</u>					\$ 95,030.33			\$ 0.00		\$ 0.00	
<u>Date</u>											<u>Kathy B. B.</u>
<u>Signature</u>											<u>Signature</u>



DeWight Dopslauf, C.P.M., CPPO
Harris County Purchasing Agent

June 28, 2021

Via Email: mikehensley@reflectionprint.com

Mike Hensley
Arching Oaks Investments, LLC dba
Reflection Printing
6131 Corporate Dr.
Houston TX 77036

RE: Job No 19/0140

Dear Mr. Hensley:

The contract to Ballot by Mail Supplies, Services and Related Items for the Harris County will expire **July 31 2021**. If your company agrees to renew this contract under the same terms and conditions as the awarded contract, with **no** increase in pricing, please notify the Purchasing Department by signing the bottom of this letter and emailing martha.sloan@pur.hctx.net. Renewal is subject to using department approval, the Tax Office review of any taxes owed to Harris County, Active status on the State Franchise Tax and approval by Commissioners Court. An update COI will also be required.

Also The Texas Ethics Commission (TEC) requires all contract award, renewals, Change in Contract or extension which go before Commissioners Court for approval must have a form 1295 completed. Please see attached for instructions.

If not wanting to renew, please contact me immediately, martha.sloan@pur.hctx.net or call 713-274-4433.

In accordance with the terms of the contract, completion of the attached usage report to indicate the quantities of each line item purchased during the time period August 18, 2021 through May 31 2021 is required. The usage report is due by **July 1, 2021**. Please contact me if you have any questions at 713-274-4433.

Sincerely,
//Martha Sloan//

Martha Sloan
Contracts Administrator

MS
Attachment

Arching Oaks Investments, LLC dba Reflection Printing , agrees to renew the contract to Ballot by Mail Supplies, Services and Related Items for the Harris County under the same terms and conditions as the awarded contract, with no increase in pricing for the term **August 1, 2021 through July 31, 2022**.

Mike Hensley
Signature for Renewal

7/7/21
Date



Sloan, Martha (Purchasing)

From: Tax_Vendors (Tax Office)
Sent: Friday, February 19, 2021 3:27 PM
To: Sloan, Martha (Purchasing)
Subject: RE: Vendor checks- THIS IS NOT A RUSH- for 2020 taxes
Attachments: 2020 Tax Statement For Account No. 2-0800653.pdf; 2020 Tax Statement For Account No. 2-2041056.pdf; 2020 Tax Statement For Account No. 2-2309765.pdf; 2020 Tax Statement For Account No. 2-20946536.pdf

Good Afternoon,

For the vendors listed below, no records were found for the 2020 tax year.

- Dahill Office Technology Corporation
dba Xerox Business Solutions Southwest
- Workplace Interiors by Office Depot
- OD's Printing Inc
- City Fire Protection LLC
- CORE
- AFMA Inc dba Core Office Interiors
- Signature Envelopes Company

For the vendors listed below, they are current for the 2020 tax year.

- Carroll's Discount Office Furniture
- Letourneau Interests Inc dba Letourneau Keller
- Wald Relocation Services, Ltd.,
- Absolute Color Mailplex
- Richmond Printing
- Houston Chronicle- Hearst Newspaper Partnership LP
- Letourneau Interests, Inc.
- QuestMark Information Management Inc
- J Tyler Services Inc
- Roadrunner LTD
Roadrunner Moving & Storage Co
- Arching Oaks Investments dba Reflection Printing & Corporate Thermographer
- Central National Gottesman dba Olmsted Kirk
- Staples Contract and Commercial aka
Business Advantage
- Vanguard Environments
- GOLDEN GREEK ENTERPRISES, LLC dba Interstate Reprographics & Printing
- Facility Interiors
- GL Seaman & Co of Houston dba Debner & Company
- Library Design Systems, Inc

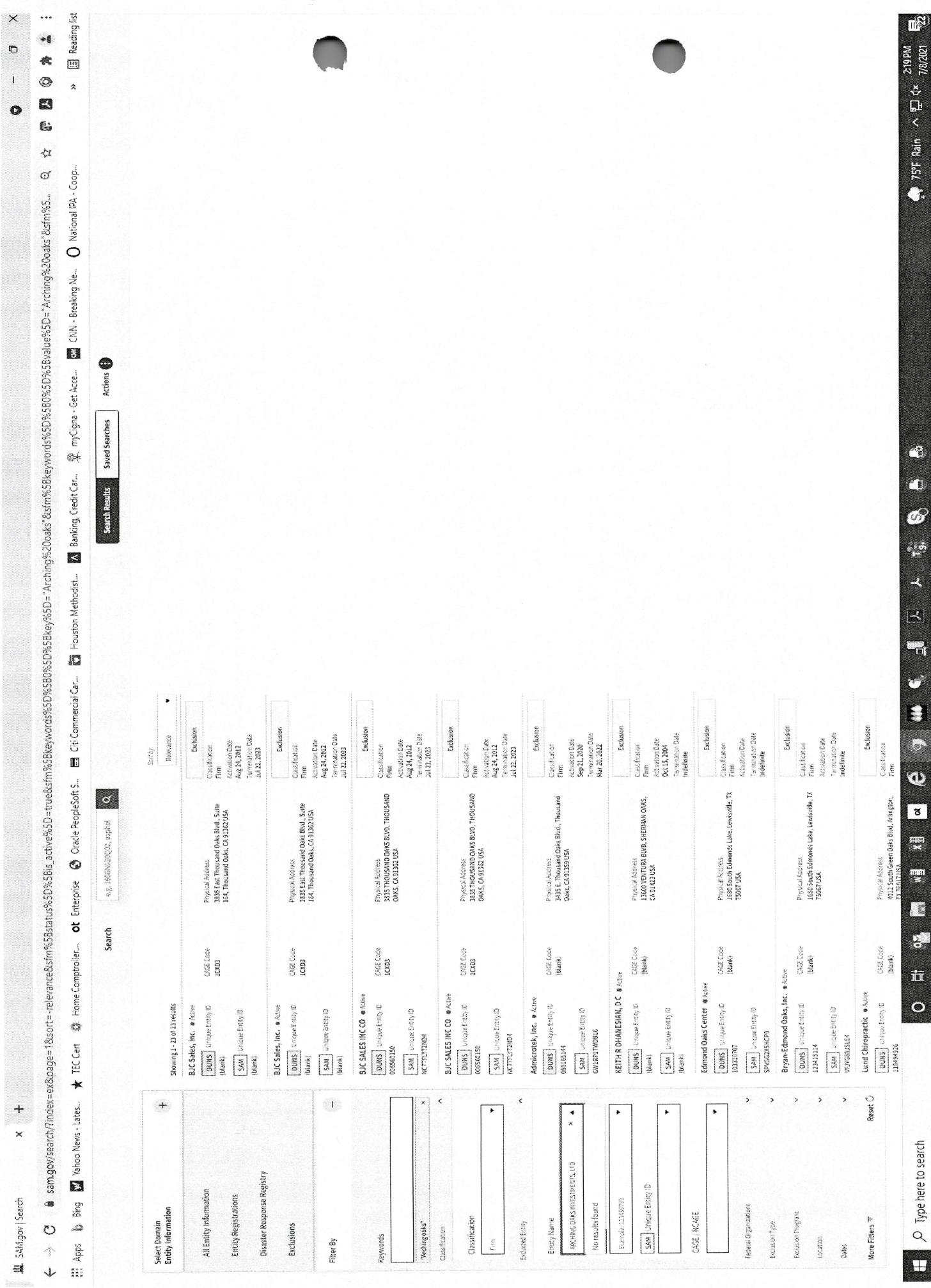


Franchise Tax Account Status

As of : 07/08/2021 14:16:13

This page is valid for most business transactions but is not sufficient for filings with the Secretary of State

ARCHING OAKS INVESTMENTS, LTD.	
Texas Taxpayer Number	12002730211
Mailing Address	6131 CORPORATE DR HOUSTON, TX 77036-3409
Right to Transact Business in Texas	ACTIVE
State of Formation	TX
Effective SOS Registration Date	09/24/2003
Texas SOS File Number	0800250919
Registered Agent Name	MICHAEL T. HENSLEY
Registered Office Street Address	2120 PELHAM DRIVE HOUSTON, TX 77019



 An official website of the United States government. [Help | How you know >](#)

Visit our tips page to learn how to best use the Exclusions Database. If you experience technical difficulties, please email the webmaster at webmaster@oig.hhs.gov.

Exclusions Search Results: Entities

No Results were found for

ARCHING OAKS INVESTMENTS, LTD

 **If no results are found, this individual or entity (if it is an entity search) is not currently excluded. Print this Web page for your documentation**

[Search Again](#)

Search conducted 7/8/2021 3:22:01 PM EST on OIG LEIE Exclusions database.

Source data updated on 6/8/2021 9:00:00 AM EST

[Return to Search](#)

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY

Certificate Number:
2021-775585

Date Filed:
07/07/2021

Date Acknowledged:
07/08/2021

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

REFLECTION PRINTING

Houston, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

Harris County

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

19/0140

Ballot by Mail Supplies, Services and Related Items for the Harris County Elections Administration

5 Check only if there is NO Interested Party.

1

6 UNSWORN DECLARATION

My name is _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____, _____.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of _____, on the _____ day of _____, 20_____.
(month) (year)

Signature of authorized agent of contracting business entity
(Declarant)

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY
CERTIFICATION OF FILING**

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

REFLECTION PRINTING

Houston, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed

Harris County

Certificate Number:

Comments from the Readers

Certificate Number:

Date Filed:

07/07/2021

Date Acknowledged:

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

19/0140

Ballot by Mail Supplies, Services and Related Items for the Harris County Elections Administration

5 Check only if there is NO Interested Party.

1

6 UNSWORN DECLARATION

My name is MICHAEL HENSLEY, and my date of birth is 8/25/64

My address is 6131 CORPORATE DR (street), Houston (city), TX (state), 77036 (zip code), USA (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in HARRIS County, State of TEXAS, on the 7 day of JULY, 2021.
(month) (year)

Mark Hensley

Activity Summary

Business Unit	HCNTY	PO Status	Dispatched
Purchase Order	0000026203	Supplier	<u>ARCHING OAKS INVESTMENTS L</u>
Merchandise Amount	96,000.00 USD	Supplier Location	R1
Merchandise Receipt	94,020.60 USD		
Merchandise Returned	0.00 USD		
Merchandise Invoice	94,020.60 USD		
Merchandise Matched	94,020.60 USD		

Lines

  1-4 of 4 <input checked="" type="checkbox"/>							
		Details	Receipt	Invoice	Matched	RTV	II
Line		Item		Item Description		UOM	Manufacturer ID
1				BALLOT BY MAIL SUPPLIES, SERVI		LOT	
2				CHANGE ORDER 34957 TO P26203 T		LOT	
3				CHANGE ORDER 5/6/21 38329 TO I		LOT	
4				CHANGE ORDER 38723 5/13/21 FOR		LOT	

[Return to Search](#)[Notify](#)

Contract Entry

Contract

SetID SHARE
Contract ID HC190140-B

*Status Approved

Contract Version

Version 1

Status Current

Approved Date 08/19/2020

Administrator/Buyer 101269

Martha Jane Sloan

Add a Document

▼ Header

Contract Style General Contract

Edit Comments

Activity Log

Process Option General Contract

Contract Activities

Document Status

Supplier ARCHING OA-001

Primary Contact Info

Thresholds & Notifications

Supplier ID 0000001376

ARCHING OAKS INVESTMENTS LTD

Contract Header Agreement

Contract Releases

Begin Date 08/19/2020

Expire Date 07/31/2021

Amount Summary

Renewal Date

Currency USD CRRNT

Maximum Amount 0.00 USD

Primary Contact

Line Item Released Amount 0.00

Supplier Contract Ref

Category Released Amount 0.00

Description

Open Item Released Amount -100,375.50

Master Contract ID

Total Released Amount -100,375.50

Tax Exempt ID

 Tax Exempt

▼ Order Contract Options

 Allow Multicurrency PO Allow Open Item Reference Must Use Contract Rate Date

Rate Date 08/19/2020

 Corporate Contract Adjust Supplier Pricing First Auto Default Lock Chartfields Price Can Be Changed on Order

PO Defaults

Add Open Item Price Adjustments

Price Adjustment Template

▼ Voucher Contract Options

Invoice Number

Gross Amount 0.00 USD

AP Business Unit

Freight Amount 0.00

Accounting Template

Sales Tax Amount 0.00

Payment Terms ID 30

VAT Amount 0.00

Basis Date Type

Misc Charge Amount 0.00

Miscellaneous Charges Retention

▼ Contract Items

Catalog Search

Item Search

Search for Contract Lines

Lines

Personalize | Find | View All | | | First | 1 of 1 Last

Details Order By Amount Item Information Default Schedule Release Amounts Release Quantities Line Groupings Spend Threshold

Line	Item	Description	UOM	Category	Merchandise Amt	Include for Release	Status
1							<input checked="" type="checkbox"/> Active

View Category Hierarchy

Category Search

▼ Contract Categories

Lines

Personalize | Find | View All | | | First | 1 of 1 Last

Details Pricing Options Release Amounts Spend Threshold

Line	Category	Description	Status
1			Active

Save

Return to Search

Previous in List

Next in List

Notify

Refresh

Add

Update/Display

Correct History

Usage Report 8/19/20 to May 31, 2021

Arching Oaks Investments, Ltd DBA Reflection Printing ¹									
Item No.	Description	Unit of Measure	Estimated Quantities	Unit Price	Total Price	QTY Purchased in 8 months	EXTS	Est QTY Purchased in 12 months	Est ENTS Purchased in 12 months
1	P-S - Application to Vote Early by Mail Forms EN/SP	200/pkg	900	24.95	22,455.00	0.00	0.00	0	0.00
2	P-IV - Application to Vote Early by Mail Forms EN/VN	200/pkg	150	54.95	8,242.50	0.00	0.00	0	0.00
3	P-IC - Application to Vote Early by Mail Forms EN/TCH	200/pkg	50	64.95	3,247.50	0.00	0.00	0	0.00
4	P-2 - Envelopes - Record of Ballot by Mail	500/box	1	299.00	299.00	0.00	0.00	0	0.00
5	P-2D - Envelopes - Record of Democrat Ballot by Mail	500/box	1	299.00	299.00	0.00	0.00	0	0.00
6	P-2R - Envelopes - Record of Republican Ballot by Mail	500/box	1	299.00	299.00	0.00	0.00	0	0.00
7	P-3 - Envelope - Record of Emergency Ballot - Sick	500/box	1	299.00	299.00	0.00	0.00	0	0.00
8	P-4 - Envelope - Record of Emergency Ballot - Death	500/box	1	299.00	299.00	0.00	0.00	0	0.00
9	P-5 - Envelope - Record of Emergency Ballot - Disability	500/box	1	225	8.00	1,800.00	0.00	0	0.00
10	P-6 - Acknowledgement Cards EN, SP, VN, TCH	100/pkg	100	8.00	800.00	0.00	0.00	0	0.00
11	P-6-2 - Acknowledgment Cards Primary EN, SP, VN, TCH	100/pkg	150	12.00	1,800.00	0.00	0.00	0	0.00
12	P-8 - Acknowledgment Cards FPCA EN, SP, VN, TCH	100/pkg	150	12.00	1,800.00	0.00	0.00	0	0.00
13	P-9 - Acknowledgment Cards FPCA EN, SP, VN, TCH	100/pkg	150	12.00	1,800.00	0.00	0.00	0	0.00
14	P-11 - Change of Address Acknowledgment Cards EN, SP, VN, TCH	100/pkg	30	12.00	360.00	0.00	0.00	0	0.00
15	P-12 - Ballot Envelope-English/Spanish	500/box	1,000	34.75	34,750.00	0.00	0.00	0	0.00
16	P-13 - Mailing Envelope -Regular-EN/SP	500/box	1,000	36.75	36,750.00	0.00	0.00	0	0.00
17	P-14 - Carrier Envelope - Regular-EN/SP	500/box	40	39.75	39,750.00	0.00	0.00	0	0.00
18	P-15 - Mailing Envelope -FPCA-EN/SP	500/box	40	36.75	1,470.00	0.00	0.00	0	0.00
19	P-16 - Carrier Envelope -FPCA-EN/SP	500/box	40	39.75	1,590.00	0.00	0.00	0	0.00
20	P-18 - Envelope for Rejected Application	500/box	30	96.00	2,880.00	0.00	0.00	0	0.00
21	P-19 - FPCA Envelope	500/box	30	145.00	4,350.00	3	435.00	5	652.50
22	P-20 - FPCA Mail - Out Envelope	500/box	5	119.00	595.00	3	357.00	5	535.50
23	P-22 - FPCA Return Envelope	500/box	5	135.00	675.00	3	405.00	5	607.50
24	P-23 - Ballot Envelope -EN/VN	500/box	12	34.75	417.00	0.00	0.00	0	0.00
25	P-24 - Carrier Envelope-EN/VN	500/box	6	39.75	238.50	0.00	0.00	0	0.00
26	P-25 - Mailing Envelope-EN/VN	500/box	6	36.75	220.50	0.00	0.00	0	0.00
27	P-26 - FPCA Carrier Envelope EN/VN	500/box	6	74.50	447.00	160	1,192.00	240	1,780.00
28	P-27 - FPCA Mailing Envelope EN/VN	500/box	6	90.52	543.12	160	1,483.20	240	2,172.40
29	P-28 - FPCA Record of Ballot by Mail Envelope	500/box	1	91.36	91.36	180	1,644.00	270	2,466.00
30	P-29 - Ballot Envelope - EN/TCH	500/box	3	34.75	104.25	0.00	0.00	0	0.00
31	P-30 - Mailing Envelope - EN/TCH	500/box	2	39.75	79.50	0.00	0.00	0	0.00
32	P-31 -Carrier Envelope - EN/TCH	500/box	2	36.75	73.50	0.00	0.00	0	0.00
33	P-32 - FPCA Mailing Envelope -EN/TCH	500/box	1	149.00	149.00	0.00	0.00	0	0.00
34	P-33 - FPCA Carrier Envelope - EN/TCH	500/box	1	149.00	149.00	0.00	0.00	0	0.00
35	P-34 - Ballot Now Paper, 8 1/2" X 11"	100/pkg	1,000	2.50	2,500.00	0.00	0.00	0	0.00
36	P-35 - Ballot Now Paper, 8 1/2" X 14"	100/pkg	10	10.00	100.00	0.00	0.00	0	0.00
37	P-36 - Ballot Now Paper, 11" X 17"	100/pkg	5,000	3.75	18,750.00	0.00	0.00	0	0.00
38	P-37 - Ballot Now Paper w/Blue Border, 8 1/2" X 11"	100/pkg	500	8.00	4,000.00	168	1,344.00	252	2,016.00
39	P-38 - Ballot Now Paper w/Blue Border, 8 1/2" X 14"	100/pkg	10	25.00	250.00	0.00	0.00	0	0.00
40	P-39 - Ballot Now Paper w/Blue Border, 11" X 17"	100/pkg	200	9.50	1,900.00	0.00	0.00	0	0.00
41	P-40 - Mailing Envelope	500/box	1	199.00	199.00	0.00	0.00	0	0.00
GRAND TOTAL							\$ 195,320.73	\$ 45,388.20	\$ 68,082.30

7/7/21
Date

Signature