NOTICE OF AWARD OF CONTRACT

TO: ACM CHESAPEAKE LLC D/B/A CHESAPEAKE PUBLISHING & PRINTING
29088 AIRPARK DRIVE
EASTON, MD 21601

DATE ISSUED: APRIL 11, 2012
CURRENT REFERENCE NO: 700-12

CMO - PRINTING & DISTRIBUTION OF CITIZEN NEWSLETTER

CONTRACT TITLE:

THIS IS A NOTICE OF AWARD OF CONTRACT AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.

Your firm is awarded the above referenced contract. The contract term covered by this Notice of Award is effective IMMEDIATELY and expires on APRIL 30, 2017.

This is the FIRST year award notice of a possible FIVE year contract.

The contract documents consist of the terms, conditions, and specifications of Invitation to Bid No. 700-12 and the bid of the Contractor, incorporated herein by reference.

CONTRACT PRICING:

1) REFER TO CONTRACTOR'S BID FORM (ATTACHED)

2) PRICE ADJUSTMENTS FOR EXTENSION OPTIONS BASED ON US DEPARTMENT OF LABOR CPI-U FOR THE MONTH OF JANUARY.

ATTACHMENTS:

1) CONTRACTOR'S BID FORM
2) SPECIFICATION EXCERPT

EMPLOYEES NOT TO BENEFIT:

NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.

VENDOR CONTACT: MICHAEL BOWEN
VENDOR TEL. NO.: 410-822-1500
VENDOR PAYMENT TERMS: NET 30 DAYS
VENDOR FAX. NO.: 410-720-4027
EMAIL ADDRESS: MBOWEN@CHESPUB.COM

COUNTY CONTACT: INGRID VAUCIUS
COUNTY TEL. NO.: 703-228-0590

CONTRACT AUTHORIZATION:

Yvette Gonzalez
Procurement Officer

DATE 4/11/12

DISTRIBUTION

BID FOLDER: 1
ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
INVITATION TO BID NO. 700-12

BID FORM
BID FORM, PAGE 1 OF 3

SUBMIT TWO (2) FULLY-COMPLETED AND SIGNED BID FORMS TO THE OFFICE OF THE BID CLERK, SUITE 511, 2100 CLARENDON BLVD., ARLINGTON, VIRGINIA, 22201 (ONE FORM SHALL CONTAIN AN ORIGINAL LONGHAND SIGNATURE; THE OTHER SHALL BE A PHOTOCOPY OF THE SIGNED ORIGINAL)

BIDS WILL BE OPENED AT 3:00 P.M., ON MARCH 29, 2012

FOR PROVIDING PRINTING AND DISTRIBUTION OF CITIZEN NEWSLETTER PER THE TERMS, CONDITIONS AND SPECIFICATIONS OF THIS SOLICITATION:

The undersigned understands and acknowledges the following:

The official, true, and complete copy of the solicitation documents, WHICH SHALL INCLUDE ALL AMENDMENTS THERETO, is the hard copy of the documents available from the Office of the Purchasing Agent.

An electronic copy of the solicitation documents provided at the County Purchasing Agent’s website (http://www.arlingtonva.us/purchasing) is subject to an important disclaimer which must be acknowledged online before the documents can be downloaded.

Each bidder is responsible for determining the accuracy and completeness of ALL solicitation documents they receive, including documents obtained from the County by either of the methods described above, and documents obtained from all other sources.

MANDATORY REQUIREMENTS:

<table>
<thead>
<tr>
<th>Question</th>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>DO YOU HAVE A PRINTING FACILITY LOCATED WITHIN A 150-MILE RADIUS OF THE FOLLOWING MAILING ADDRESS: 2100 CLARENDON BLVD. ARLINGTON, VA 22201</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>DID YOU INCLUDE SAMPLES AS PER INSTRUCTIONS IN THE SPECIFICATIONS?</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>ARE YOU ABLE TO PROVIDE FULL RANGE OF SERVICES REQUIRED FOR THIS SOLICITATION IN HOUSE?</td>
<td>✓</td>
<td></td>
</tr>
</tbody>
</table>

1. Specify if the service performed is manually or machine operated: **Mach**ine

2. Specify the amount of recycled material the paper contains: **100%**

BIDDER NAME: **Mike Bowen, ACM Chesapeake LLC**
BID FORM, PAGE 2 OF 5

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 8-PAGE ISSUE OPTION</td>
<td>$6471.00</td>
</tr>
<tr>
<td>B 12-PAGE ISSUE OPTION</td>
<td>$8451.00</td>
</tr>
<tr>
<td>C 16-PAGE ISSUE OPTION</td>
<td>$12780.00</td>
</tr>
<tr>
<td>D 24-PAGE ISSUE OPTION</td>
<td>$15929.00</td>
</tr>
<tr>
<td>ADDITIONAL COST:</td>
<td></td>
</tr>
<tr>
<td>E INSERT FEE</td>
<td>$1375.00</td>
</tr>
<tr>
<td>F DELIVERY FEE - (DELIVERY FEE SHALL INCLUDE POST OFFICE AND 2 ADDITIONAL LOCATIONS)</td>
<td>N/A</td>
</tr>
<tr>
<td>G TOTAL (A THROUGH F)</td>
<td>$44512</td>
</tr>
</tbody>
</table>

COST PER 1,000 FOR QUANTITIES BEYOND 110,000 FOR 8-PG ISSUE: $52.50 per m
COST PER 1,000 FOR QUANTITIES BEYOND 110,000 FOR 12-PG ISSUE: $83.72 per m
COST PER 1,000 FOR QUANTITIES BEYOND 110,000 FOR 16-PG ISSUE: $87.65 per m
COST PER 1,000 FOR QUANTITIES BEYOND 110,000 FOR 24-PG ISSUE: $117.45 per m

REFERENCES

PROVIDE THREE (3) REFERENCES TO WHICH THE BIDDER HAD PROVIDED SIMILAR SERVICES.

<table>
<thead>
<tr>
<th>NAME</th>
<th>CONTACT INFORMATION (Address, telephone, email)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brian Scott</td>
<td>Laurel MO 240 473 7569 <a href="mailto:bscott@ongazette.net">bscott@ongazette.net</a></td>
</tr>
<tr>
<td>UPI Comprint Printing</td>
<td>200 N Glebe Road 703 841 2590</td>
</tr>
<tr>
<td>Michael Fleck</td>
<td>Arlington Catholic Herald Arlington, VA 22203 mfleck@catholic herald.com</td>
</tr>
<tr>
<td>Mary Lou Johnson</td>
<td>Calvert Co. PCS &amp; Rec 155 Main Street Prince Frederick, MD (410) 535 1600</td>
</tr>
</tbody>
</table>

LOCATION:
INDICATE HOW MANY MILES FROM ARLINGTON COUNTY COURTHOUSE PLAZA, 22201: 74.07 miles

BIDDER NAME: Mike Bowen, ACM Chesapeake LLC
TRADE SECRETS OR PROPRIETARY INFORMATION:
Trade secrets or proprietary information submitted by an bidder in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act. However, Section 4-111 of the Arlington County Purchasing Resolution states that the bidder must invoke the protection of this section prior to or upon submission of the data or other materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary.

Please mark one:

(✓) No, the bid I have submitted does not contain any trade secrets and/or proprietary information.

( ) Yes, the bid I have submitted does contain trade secrets and/or proprietary information.

If Yes, you must clearly identify below the exact data or other materials to be protected and list all applicable page numbers of the bid containing such data or materials:

________________________________________________________

________________________________________________________

________________________________________________________

State the specific reason(s) why protection is necessary:

________________________________________________________

________________________________________________________

If you fail to identify the data or other materials to be protected and state the reasons why protection is necessary in the space provided above, you will not have invoked the protection of Section 4-111 of the Purchasing Resolution. Accordingly, effective upon the award of contract, the bid will be open for public inspection consistent with applicable law.

CERTIFICATION OF NON-COLLUSION: The undersigned certifies that this bid is not the result of, or affected by, any act of collusion with another person (as defined in the Code of Virginia § 59.1-68.6 et seq.), engaged in the same line of business or commerce; or any act of fraud punishable under the Virginia Governmental Frauds Act (Code of Virginia § 18.2-498.1 et seq.).

BIDDER NAME: Mike Bowen, ACRM Chesapeake LLC
CONTACT PERSON AND MAILING ADDRESS FOR DELIVERY OF NOTICES
Provide the name and address of the person designated by the Bidder to receive notices and other communications (Refer to section headed Notices in the Contract Terms and Conditions of this solicitation for further details):

Mike Bowen
ACM Chesapeake LLC
29088 Airport Drive (P.O. Box 600)
Easton, MD 21601

THE PROPER LEGAL NAME OF THE FIRM OR ENTITY SUBMITTING THIS BID MUST BE WRITTEN IN THE SPACE PROVIDED BELOW. THIS BID FORM, AND ALL OTHER DOCUMENTS REQUIRED BY THE INVITATION TO BID TO BE SUBMITTED WITH THIS BID FORM, INCLUDING, BUT NOT LIMITED TO ALL ISSUED AMENDMENTS, MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BELOW BY A PERSON AUTHORIZED TO LEGALLY BIND THE BIDDER, OR THE BID MAY BE REJECTED.

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE: DAVID FIKE, REG. V.P. PUBLISHER

INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND AUTHORITY TO ANY QUESTIONS REGARDING THIS BID (I.E. PROJECT MANAGER):

NAME (PRINTED): Mike Bowen TITLE: Production Manager
E-MAIL ADDRESS: mbowen@chespub.com TEL. NO.: (410) 770 4124
| **SUBMITTED BY:** (LEGAL NAME OF ENTITY) | ACM Chesapeake LLC |
| **ADDRESS:** | 29088 Airport Drive |
| **CITY/STATE/ZIP:** | Easton, MD 21601 |
| **TELEPHONE NO.:** | 410 822 1500 |
| **FACSIMILE NO.:** | 410 770 4018 |
| **TAX ID NUMBER (EIN/SSN):** | 26-1613757 |

THIS FIRM IS A:  • INSERT NAME OF STATE  Maryland  
   • CORPORATION,  • GENERAL PARTNERSHIP,  • LIMITED PARTNERSHIP,  
   • UNINCORPORATED ASSOCIATION,  \( \checkmark \) LIMITED LIABILITY COMPANY,  
   • SOLE PROPRIETORSHIP

**IS FIRM AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VA?**  \( \checkmark \) YES

**IDENTIFICATION NO. ISSUED TO THE FIRM BY THE SCC:**  \( \text{Applied for but not received} \)

ANY BIDDER EXEMPT FROM SCC AUTHORIZATION REQUIREMENT SHALL INCLUDE A STATEMENT WITH ITS BID WHY THEY ARE NOT REQUIRED TO BE SO AUTHORIZED

IS YOUR FIRM OR ANY OF ITS PRINCIPALS CURRENTLY DEBARRED FROM SUBMITTING BIDS TO ARLINGTON COUNTY, VIRGINIA, OR ANY OTHER STATE OR POLITICAL SUBDIVISION?  \( \text{NO} \)

**BIDDER STATUS:**  MINORITY OWNED:  
WOMAN OWNED:  
NEITHER:

**Note:** Please review enclosed letter of proof.
ACM Chesapeake LLC has indeed filed for SCC.

---

706-12
USE OF CONTRACT(S) BY MEMBERS COMPRISING THE METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS PURCHASING OFFICERS COMMITTEE.

A. If authorized by the bidder(s), resultant contract(s) will be extended to any or all of the listed members as designated by the bidder to purchase at contract prices in accordance with contract terms.

B. Any member utilizing such contract(s) will place its own order(s) directly with the successful contractor. There shall be no obligation on the part of any participating member to utilize the contract(s).

C. A negative reply will not adversely affect consideration of your bid/proposal.

D. It is the awarded vendor's responsibility to notify the members shown below of the availability of the contract(s).

E. Each participating jurisdiction has the option of executing a separate contract with the awardee. Contracts entered into with a participating jurisdiction may contain general terms and conditions unique to that jurisdiction including, by way of illustration and not limitation, clauses covering minority participation, non-discrimination, indemnification, naming the jurisdiction as an additional insured under any required Comprehensive General Liability policies, and venue. If, when preparing such a contract, the general terms and conditions of a jurisdiction are unacceptable to the awardee, the awardee may withdraw its extension of the award to that jurisdiction.

F. The issuing jurisdiction shall not be held liable for any costs or damages incurred by another jurisdiction as a result of any award extended to that jurisdiction by the awardee.

<table>
<thead>
<tr>
<th>BIDDER'S AUTHORIZATION TO EXTEND CONTRACT:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>YES</strong></td>
</tr>
<tr>
<td>--------</td>
</tr>
<tr>
<td>ALEXANDRIA, VIRGINIA</td>
</tr>
<tr>
<td>ALEXANDRIA PUBLIC SCHOOLS</td>
</tr>
<tr>
<td>ALEXANDRIA SANITATION AUTHORITY</td>
</tr>
<tr>
<td>ARLINGTON COUNTY, VIRGINIA</td>
</tr>
<tr>
<td>ARLINGTON COUNTY PUBLIC SCHOOLS</td>
</tr>
<tr>
<td>BOWIE, MARYLAND</td>
</tr>
<tr>
<td>BLADENSBURG, MARYLAND</td>
</tr>
<tr>
<td>CHARLES COUNTY PUBLIC SCHOOLS</td>
</tr>
<tr>
<td>COLLEGE PARK, MARYLAND</td>
</tr>
<tr>
<td>CULPEPER COUNTY, VIRGINIA</td>
</tr>
<tr>
<td>DISTRICT OF COLOMBIA</td>
</tr>
<tr>
<td>DISTRICT OF COLOMBIA COURTS</td>
</tr>
<tr>
<td>DISTRICT OF COLOMBIA PUBLIC SCHOOLS</td>
</tr>
<tr>
<td>FAIRFAX, VIRGINIA</td>
</tr>
<tr>
<td>FAIRFAX COUNTY, VIRGINIA</td>
</tr>
<tr>
<td>FAIRFAX COUNTY WATER AUTHORITY</td>
</tr>
<tr>
<td>FALLS CHURCH, VIRGINIA</td>
</tr>
<tr>
<td>FAQUER COUNTY, VIRGINIA SCHOOLS &amp; GOVERNMENT</td>
</tr>
<tr>
<td>FREDERICK, MARYLAND</td>
</tr>
<tr>
<td>FREDERICK COUNTY, MARYLAND</td>
</tr>
<tr>
<td>GAITHERSBURG, MARYLAND</td>
</tr>
<tr>
<td>GREENBERG, MARYLAND</td>
</tr>
<tr>
<td>HENRICO, VIRGINIA</td>
</tr>
<tr>
<td>LEESBURG, VIRGINIA</td>
</tr>
<tr>
<td>LOUDOUN COUNTY, VIRGINIA</td>
</tr>
<tr>
<td>LOUDOUN COUNTY PUBLIC SCHOOLS</td>
</tr>
<tr>
<td>LOUDOUN COUNTY SANITATION AUTHORITY</td>
</tr>
</tbody>
</table>

Bidder Name: [Signature]

Acm Choopeke LLC
SCOPE OF WORK

SIZE/BINDING
Each issue shall be folded to a size of 7.5 in. x 10-1/2 in., no stitching. The full page
size unfolded shall be 10-1/2 in. x 15 in. Bidder may suggest alternative tabloid size
that would represent best value for the County while still fitting needs of their
available press.

The Contractor shall provide pricing for the following size options:
- 8-page issue
- 12-page issue
- 16-page issue
- 24-page issue

QUANTITY
110,000 each issue (see "Delivery", paragraph below, for breakdown of remaining copies).
No overruns shall be charged to the County, unless specifically requested.

PAPER
The following are the minimum criteria for paper to be used in the publishing of the
newsletter:

Weight/Color: 35-50 lb, white sheet
Texture & Quality: Smooth non-glossy finish with good photo reproduction
qualities.

Paper must contain a minimum of 50% recycled material (amount to be stated in bid).

FOUR-COLOR PROCESS
The price shall reflect using four-color (cyan, magenta, yellow and black) process. There
are no spot colors nor is there a need for using a press beyond the standard four colors
(CMYK).

DESIGN/PRODUCTION
The County provides graphic art services. The County will provide a press-ready high-
resolution PDF suitable for producing a color proof and final product. The contractor
shall receive PDF by e-mail from the County or via electronic upload to a File Transfer
Protocol (FTP) site.

COLOR PROOF
The Contractor shall deliver a color proof to the County, or its designated vendor, within
48 hours after receipt of the PDF. The County will review the proof and make comments
available to the Contractor within 24 hours. The County may provide expedited response via
e-mail and/or fax.
LOCAL PRINTERS
Bidders shall have a printing facility located within a 150-mile radius of the following mailing address:

2100 Clarendon Blvd.
Arlington, VA 22201

INSERTS
County may request that such material as brochures, single sheets, cards and other mailer-types be inserted in The Citizen newsletter.

MAILING
Contractor shall provide full service mailing preparation services, such as sorting, typing and bagging of each newsletter. A simplified mailing address is used and is already printed on the newsletter therefore no labeling or stuffing services is required. The contractor shall also, maintain the appropriate, current, delivery statistics from the U.S. postal service for the Arlington ZIP codes and provide it to the County upon request. The copies to be mailed to the Arlington County ZIP codes shall be delivered to Merrifield, Virginia post office for bulk mail handling. The Postage fee for the mailing will be paid by the County and shall not be included in the bid price.

Arlington County does not require Ink Jet Labeling.

The Contractor shall deliver the newsletter to the Merrifield post office no later than seven (7) calendar days after proof approval. The address to Merrifield Post office is the following:

8409 Lee Highway
Merrifield VA 22081

DELIVERY
The following is the schedule of the newsletter delivery:
Printing occurs at end of February, early May, mid August, end of October and end of December.

- Approximately 110,000 copies of each shall be mailed to Arlington County ZIP codes.
- 150 copies of each issue shall be delivered to:
  Arlington Public Schools
  1426 N. Quincy Street
  Arlington, VA 22207

- 150 copies of each issue shall be delivered to:
  Office of the County Manager
  2100 Clarendon Boulevard, Suite 314
  Arlington, VA 22201