



Lake County Illinois

Legislation Details (With Text)

File #: 21-0491 **Version:** 1 **Name:** Printing and Mailing of Real Estate Tax Bills
Type: resolution **Status:** Passed
File created: 3/22/2021 **In control:** Financial & Administrative Committee
On agenda: **Final action:** 4/13/2021

Title: Resolution approving a contract with The Master's Touch, LLC, Spokane, Washington, in the estimated amount of \$32,915, plus postage, for print and mailing services of real estate tax bills.

Sponsors:

Indexes:

Code sections:

Attachments: 1. Lake County IL Treasurer Special Adjustments- Dec 2020-Dec2022 - 210316, 2. Lake County IL Treasurer Mobile Home tax mailing - Dec 2020-Dec 2022, 3. Lake County IL Treasurer Certified mailing - Dec 2020-Dec2022, 4. Lake County IL Treasurer Signed eNotices 201123, 5. Lake County IL Clerk Insert Proposal 210317[59286], 6. Lake County IL Treasurer tax mailing - Feb 2021, 7. Lake County vendor disclosure statement v6 signed

Date	Ver.	Action By	Action	Result
4/13/2021	1	Lake County Board	adopted	Pass
4/1/2021	1	Financial & Administrative Committee	recommended for adoption to the consent agenda	Pass

Resolution approving a contract with The Master's Touch, LLC, Spokane, Washington, in the estimated amount of \$32,915, plus postage, for print and mailing services of real estate tax bills.

- The Lake County Treasurer's Office has identified a vendor to provide services for the printing and mailing of real estate tax bills, envelopes, and other related literature.
- The Master's Touch, LLC has provided quotes to print and mail approximately 262,000 parcels for the Lake County real estate tax mailing, 5,000 parcels for the mobile home tax mailing, certified mailings for notice of tax sale for delinquent properties, and services to reprint tax bills for special adjustments due to errors.
- The Treasurer further identified a service through The Master's Touch, LLC to offer the option to provide taxpayers the ability to receive electronic copies. This would reduce the cost of printing and mailing tax bills.
- Pursuant to the Counties Code, Chapter 55 of the Illinois Compiled Statutes (55 ILCS 5/3-10005.1) the County Treasurer has the authority to control the internal operations of his or her office and to procure the necessary equipment, materials and services to perform the duties of the Office.
- This contract shall be a two-year contract through December 31, 2022 in an annual estimated cost of \$32,915 based on agreed upon unit costs, plus the cost of postage.

RESOLUTION

WHEREAS, the Lake County Treasurer's Office has identified a vendor to provide services for the printing and mailing of real estate tax bills, envelopes, and other related literature; and

WHEREAS, The Master's Touch, LLC of Spokane, Washington has provided quotes to print and mail the approximately 262,000 parcels for the Lake County real estate tax mailing, 5,000 parcels for the mobile home tax mailing, certified mailing for notice of tax sale for delinquent properties, and services to reprint tax bills for special adjustments due to errors; and

WHEREAS, the Treasurer further identified a service through The Master's Touch, LLC to offer the option to provide tax payers the ability to receive electronic copies. This would reduce the cost of printing and mailing tax bills; and

WHEREAS, pursuant to the Counties Code, Chapter 55 of the Illinois Compiled Statutes (55 ILCS 5/3-10005.1) the County Treasurer has the authority to control the internal operations of his or her office and to procure the necessary equipment, materials and services to perform the duties of the Office.

NOW THEREFORE BE IT RESOLVED, that the Lake County Board ratifies the authority of the Lake County Treasure to enter into a two-year contract with The Master's Touch, LLC of Spokane, Washington to provide services to print and mail real estate tax bills for an annual estimated cost of \$32,915 based on agreed upon unit costs, plus the cost of postage.

DATED at Waukegan, Illinois, on April 13, 2021.