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**TULSA COUNTY**  
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**PURCHASING**  
**DEPARTMENT**

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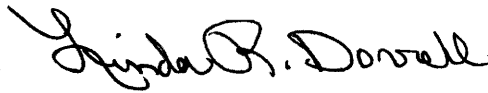
BID#: 1454  
VENDOR#: 6890  
CC#: 7300 024 0000

# MEMO

DATE: NOVEMBER 17, 2014

TO: BOARD OF COUNTY COMMISSIONERS

FROM: LINDA R. DORRELL  
PURCHASING DIRECTOR



SUBJECT: SOLE SOURCE DESIGNATION-MID-WEST PRINTING COMPANY

THE TULSA COUNTY PURCHASING DEPARTMENT AND TULSA COURT CLERK'S OFFICE RESPECTFULLY REQUESTS THE BOARD OF COUNTY COMMISSIONERS TO APPROVE THE ATTACHED "REQUEST FOR WAIVER OF SOLICITING BIDS OR QUOTES" AND SOLE SOURCE DESIGNATION TO MID-WEST PRINTING COMPANY.

MID-WEST PRINTING COMPANY  
1227 NORTH NINTH  
P.O. BOX 650  
SAPULPA, OKLAHOMA 74066  
ATTN: SCOTT SEAY

MID-WEST PRINTING COMPANY IS THE SOLE SOURCE PROVIDER FOR THE TYPE AND STYLE OF MARRIAGE LICENSE AND MARRIAGE LICENSE ENVELOPES USED BY THE TULSA COURT CLERK'S OFFICE. MID-WEST PRINTING OWNS THE ARTWORK FOR THE MARRIAGE LICENSE.

THIS REQUEST IS RESPECTFULLY SUBMITTED FOR YOUR APPROVAL.

LRD/sks

ATTACHMENT

ORIGINAL: PAT KEY, COUNTY CLERK FOR THE NOVEMBER 24, 2014 AGENDA.

COPIES: COMMISSIONER JOHN M. SMALIGO  
COMMISSIONER KAREN KEITH  
COMMISSIONER RON PETERS  
SALLY HOWE SMITH, COURT CLERK  
MARK LIOTTA, CHIEF DEPUTY  
MICHAEL WILLIS, CHIEF DEPUTY  
VICKI ADAMS, CHIEF DEPUTY

**REQUEST FOR WAIVER OF SOLICITING BIDS OR QUOTES**

DATE: NOVEMBER 17, 2014

**TO THE BOARD OF COUNTY COMMISSIONERS**

It is recommended that soliciting bids/quotes be waived on the following request of  
TULSA COURT CLERK'S DEPARTMENT for the reason(s) stated below  
REQUESTING DEPARTMENT

  
PURCHASING DIRECTOR

LINDA R. DORRELL

- í Emergency
- í Sole manufacturer (*must* be documented).
- Sole supplier (*must* be documented).
- í Other products of similar nature are incompatible with existing products.
- í Purchase of similar products will adversely affect warranty, guarantee or service agreement on existing products.
- í \_\_\_\_\_

**Description:**

MID-WEST PRINTING COMPANY IS THE SOLE SOURCE PROVIDER FOR THE TYPE AND STYLE OF MARRIAGE LICENSE AND MARRIAGE LICENSE ENVELOPES USED BY THE TULSA COURT CLERK'S OFFICE. MID-WEST PRINTING OWNS THE ARTWORK FOR THE MARRIAGE LICENSE.

MIDWEST PRINTING COMPANY  
1227 NORTH NINTH  
PO BOX 650  
SAPULPA, OKLAHOMA 74066  
ATTN: SCOTT SEAY

(918) 224-3666 PHONE  
(918) 224-0636 FAX

- í Waiver of bidding or quoting process is approved.
- í Waiver of bidding or quoting is *not* justified.  
Standard bidding or quoting will be followed.

\_\_\_\_\_  
CHAIRMAN, BOARD OF COUNTY COMMISSIONERS

\_\_\_\_\_  
DATE

*Mid-West*  **PRINTING COMPANY**

Phone 918-224-3666  
Fax 918-224-0636

1227 North Ninth P.O. Box 650  
Sapulpa, Oklahoma 74066

April 21, 2014

Sally Howe Smith, Court Clerk  
Tulsa County Courthouse  
500 S. Denver, Room 200  
Tulsa, OK 74102

Marty,

Mid-West Printing Company is the sole provider for the type and style of marriage license and marriage license envelopes used by Tulsa County Court Clerk. Mid-West Printing Company owns the artwork for the marriage license and also is the sole dealer for marriage license envelopes used by Tulsa County Court Clerk.

If you have any questions please call 800-375-3494.

Thank You,  
Scott Seay