



City of Covington

BID TABULATION SHEET

MARK R. JOHNSON
Mayor

Project: INTERGRATED BILL PRINTING & MAILING BILL PAYMENT SERVICES

Bid Location: City of Covington, 317 N. Jefferson Ave., Covington, LA 70433

Date: Tuesday, November 5, 2019, 2:00 p.m.

Bidder	Sealed	Cover Letter	1 Original & 2 Copies	Submitted on Proper Forms	Unit Aggregate Bid
Professional Mail Service	V	V	V		
Enco Utility Services	V	V	V	V	
Arista	V	V	V	V	

ARISTA Bill Printing & Services Score Sheet

Evaluation Criteria	Possible Points
Technical Proposal	60
• Bill Printing, Inserting & Mailing Service (max 25 pts)	25
• Online Bill Pay (EBPP) Services (max 25 pts)	23
• Other Service Offered (email billing, phone payments, mobile optimization, ect.) (max 10pts)	8

Evaluation Criteria	Possible Points
Financial Proposal	40
• Bill Printing, Inserting and Mailing Services (max 20 pts)	20
• Online Bill Pay (EBPP) Services (max 20 pts)	17

Total Score	93
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ARISTA Bill Printing & Services Score Sheet

Evaluation Criteria	Possible Points
Technical Proposal	60
<ul style="list-style-type: none"> • Bill Printing, Inserting & Mailing Service (max 25 pts) 	25
<ul style="list-style-type: none"> • Online Bill Pay (EBPP) Services (max 25 pts) 	21
<ul style="list-style-type: none"> • Other Service Offered (email billing, phone payments, mobile optimization, ect.) (max 10pts) 	8

Evaluation Criteria	Possible Points
Financial Proposal	40
<ul style="list-style-type: none"> • Bill Printing, Inserting and Mailing Services (max 20 pts) 	19
<ul style="list-style-type: none"> • Online Bill Pay (EBPP) Services (max 20 pts) 	18

Total Score	91
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ENCO Bill Printing & Services Score Sheet

Evaluation Criteria	Possible Points
Technical Proposal	60
• Bill Printing, Inserting & Mailing Service (max 25 pts)	25
• Online Bill Pay (EBPP) Services (max 25 pts)	23
• Other Service Offered (email billing, phone payments, mobile optimization, ect.) (max 10pts)	10

Evaluation Criteria	Possible Points
Financial Proposal	40
• Bill Printing, Inserting and Mailing Services (max 20 pts)	15
• Online Bill Pay (EBPP) Services (max 20 pts)	15

Total Score	88
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ENCO Bill Printing & Services Score Sheet

Evaluation Criteria	Possible Points
Technical Proposal	60
<ul style="list-style-type: none"> • Bill Printing, Inserting & Mailing Service (max 25 pts) 	21
<ul style="list-style-type: none"> • Online Bill Pay (EBPP) Services (max 25 pts) 	22
<ul style="list-style-type: none"> • Other Service Offered (email billing, phone payments, mobile optimization, ect.) (max 10pts) 	10

Evaluation Criteria	Possible Points
Financial Proposal	40
<ul style="list-style-type: none"> • Bill Printing, Inserting and Mailing Services (max 20 pts) 	15
<ul style="list-style-type: none"> • Online Bill Pay (EBPP) Services (max 20 pts) 	10

Total Score	78
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