

OFFICE OF
PLANNING, ZONING AND
HISTORIC PRESERVATION
108 Sherman Street
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Mike Runge
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"The Historic City of the Black Hills"
Deadwood, South Dakota 57732

MEMORANDUM

Date: May 12, 2021
To: Deadwood Historic Preservation Commission
From: Deadwood Historic Preservation Office
Re: **"Deadwood Notables" Informational Brochure**

The Deadwood Historic Preservation Office is requesting permission to print 50,000 copies of "Deadwood Notables" informational brochure to be distributed at the Deadwood Information/Visitor Center and Welcome Center. The brochure will be purchased from MS Mail in Deadwood.

This brochure will replace several brochures used at the History and Information Center and Deadwood Welcome Center. Staff has been working with the Chamber to have the cost of this brochure shared with the South Dakota Department of Tourism in the future (2022 forward). The quote showing the cost to print this brochure is attached and will not exceed \$12,000.00.

RECOMMENDATION:

Recommend to the City Commission that the Deadwood Historic Preservation Office prints 50,000 copies of "Deadwood Notables" informational brochure for the 2021 tourist season. Funds to pay for this expenditure will come out of Public Education line item.

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June 15, 2021

Thank you for the opportunity to bid on printing the Notables booklet.

Printing Cost:

16 page, 4x9 finish, 80# gloss text, collate, fold and stitch
50,000 - \$11,900

Time needed to print is about 7-10 working days.

Please let me know if you have any questions and thanks for the opportunity.

Sincerely,

Lynn Milos