



The City of Sunnyside

City Clerk's Office

Request for Bids

Official Newspaper for 2025

Date issued:	November 18, 2024
Website:	November 18, 2024
Legal Notice (Sunnyside Sun):	November 20, 2024
Contact person:	Jacqueline Renteria, City Clerk (509) 836-6310 jrenteria@sunnyside-wa.gov
Submission deadline:	December 4, 2024 at 4 PM
Submit to:	Jacqueline Renteria, City Clerk City of Sunnyside 818 E. Edison Avenue Sunnyside, WA 98944 jrenteria@sunnyside-wa.gov



Request for Bids

Official Newspaper for 2025

By this notice, the City of Sunnyside, Yakima County, WA, is soliciting the interest of qualified newspapers to serve as the City's official newspaper.

Bid Requirements:

- Must meet minimum qualifications defined by RCW 65.16.020.
- Must publish at least once per week; preference will be given to those that publish daily.
- Must provide a statement of circulation for Zip Code 98944.
- Must be able to provide one **original** affidavit of publication for each legal publication submitted by the City within 14 days of publication.
- Must be able to apply City payments to corresponding invoices.
- Must provide confirmation, in like manner, of receipt of faxes or emails submitted for legal publications.
- Publisher must have at least 3 years' experience in providing weekly or daily newspaper services; and provide references of other municipalities served.

Contract Period

The bid rates may not be changed for a period of 60 days from the date of the bid submission deadline and must apply for a minimum period of one (1) year from time of Council action to the award bid.

Services and Rates

(Note: Rates must not exceed the national advertising rate as defined by RCW 65.16.091)

Submit a bid with the proposed cost for legal notice publication. Please describe all rates to be charged, and note different rates, if any, for different types of publication (i.e., legal notices, advertising, etc.). Indicate how much lead time is required by the newspaper.

Submittal must also include a statement of qualifying circulation and a statement of intent to comply with other bid requirements stated above.

Bid Outline

The City requires that the bid be submitted in the format outlined in this section. The City reserves the right to require additional information or materials after the bids are submitted.

Response Date, Time, Location – one (1) bid should be hand-delivered or mailed to: City Clerk's Office; City of Sunnyside; 818 E. Edison Avenue, Sunnyside, Washington, 98944 or provide one (1) electronic copy of your bid emailed to the City Clerk's Office at jrenteria@sunnyside-wa.gov.

All bids received will be considered final as of 4:00 PM, Wednesday, December 4, 2024

Bids will be evaluated to determine the lowest responsible bid. It is the sole discretion of the submitted vendor to ensure that their bid has been received in the proper timeframe.

Rejection of Bids

The City of Sunnyside reserves the right to reject any and all bids and to waive irregularities and informalities in the submittal and evaluation process. This Advertisement for Bids does not obligate the City to pay any costs incurred by respondents in the preparation and submission of a bid. Furthermore, this Advertisement for Bids does not obligate the City of Sunnyside to accept or contract for any expressed or implied services.