

Kenai Peninsula Borough Assessing Department

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor

THRU: John Hedges, Purchasing & Contracting Director *JH*

FROM: Adeena Wilcox, Borough Assessor *aw*

DATE: June 11, 2026

RE: Authorization to Award a Contract for RFP26-019 Assessing Mass Mailing

On May 1, 2026, the Kenai Peninsula Borough Assessing Department formally solicited proposals for RFP26-019 Assessing Mass Mailing. The request for proposals was advertised on Bid Express from May 1 to May 21, 2026.

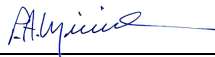
The project consists of proposals for acceptance by the Borough to provide and complete annual mailings from Assessing Department.

On the due date of May 21, 2026, two (2) proposals were received and reviewed by a review committee as follows:

<u>FIRMS</u>	<u>LOCATION</u>	<u>TOTAL SCORE</u>
Alaska Laser Printer and Mailing Service	Anchorage, Alaska	236
The Master's Touch LLC	Spokane, Washington	252

The highest-ranking proposal was submitted by The Master's Touch LLC, with a cost proposal of \$47,133.00. The proposal review committee recommends award of a contract to The Master's Touch LLC of Spokane, Washington. Your approval for this award is hereby requested.

Funding of this contract will be charged to account number 100-11510-00000-43011 (FY27).



Peter A. Micciche, Borough Mayor

6/16/2026

Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. _____	100-11510-00000-43011
Amount _____	\$47,133.00 (FY 27 Funding)
By: <i>CJ BH</i>	Date: 6/16/2026
NOTES: NA	