



**COLUMBIA COUNTY**  
**Department of Finance and Taxation**  
Jennifer Cuellar-Smith, Director  
Mary Ann Guess, Tax Collector  
230 Strand St  
St. Helens, OR 97051  
Phone 503-397-0060x8431  
Fax 503-397-7251  
MaryAnn.Guess@co.columbia.or.us

## **REQUEST FOR QUOTES**

### **Property Tax Statement Printing and Electronic Statements and Notification**

Columbia County ("County"), by and through its Department of Finance and Taxation, is seeking quotes from vendors for property tax statement printing and mailing including provision of electronic statements and notification. The scope of services is described in detail, below. Columbia County produces approximately 30,000 tax statements. The County intends to enter into a three-year contract that may be extended for two additional one-year terms. The selected vendor, if any, will be required to enter into the County's Public Services Contract, a sample of which is attached. The final contract will be generated by the Columbia County Counsel's Office.

The deadline to submit a quote is May 31, 2017 at 10:00 am. Quotes may be submitted by mail or email to:

MaryAnn Guess  
Columbia County  
Department of Finance and Taxation  
230 Strand Street  
St. Helens, OR 97051  
[maryann.guess@co.columbia.or.us](mailto:maryann.guess@co.columbia.or.us)

Questions on this Request for Quotes should be directed to MaryAnn Guess at [maryann.guess@co.columbia.or.us](mailto:maryann.guess@co.columbia.or.us) or 503-397-0060 x8431