



# Big Bear Municipal Water District

## Lake Management

### Board of Directors

Steve Ludecke – Division 1  
 Vacant – Division 2  
 Craig Brewster – Division 3  
 Mark Lee – Division 4  
 Tom Bradford – Division 5

District Use ONLY	District Use ONLY	District Use ONLY
District Vendor No.	Vender Name:	PO No. 2026-01

## RFP for BBMWD Mountain Waters Dispatch Magazine

PO No.: 2026-01

Issued By:

**BIG BEAR MUNICIPAL WATER DISTRICT**

**Proposal Deadline:** February 23, 2026 at 3PM. Quotes can be submitted electronically or sent by mail

**Magazine Deadline:** March 23, 2026 at 3 PM

**Information:** Elsa Donoho, Office Manager  
**Email:** [edonoho@bbmwd.net](mailto:edonoho@bbmwd.net), **Phone:** 909-866-5796  
**Mailing Address:** P.O. Box 2863, Big Bear Lake, CA 92315  
**General Email:** [bbmwd@bbmwd.net](mailto:bbmwd@bbmwd.net)

**Execute and submit complete cost proposal or quote.** Every year the District creates and publishes the Mountain Water Dispatch Magazine. This publication is distributed to all the Marinas, local stores, and restaurants, both our public launch ramps, and our main office. The quality and timeliness of the magazine is very important. A PDF version of the 2025 magazine can be found on our website at:

<https://www.bbmwd.com/#docaccess-de46024a5268aaded38ee4d5e6e675bf11ca985fb7a117db6abe480abb165d7e>

The properties listed below must be included in the quote:

Magazine Properties	
Pages Count: 24 (Self Cover)	Quantity: 10,000 copies
Page Size: 8.375" x 10.875"	Bindery: Saddle Stitch on the 10.875"
Stock: 70# #3 Gloss book	Packaging: 125 magazine per boxes, bulk pack in bins on skids
Ink: 4/4 Process Throughout	Shipment: 1 shipment to 40524 Lakeview Dr., Big bear Lake, CA 92315
Prepress: High- Res PDF File to Web Portal	Price must include tax and shipping

The District will send a digital file of the completed 2026 magazine in Adobe Illustrator or PDF format **ONLY**. We will not provide an alternate document format, please include your price of any converting or formatting you might have to do if your printing program is not compatible with these formats. If you have any questions, please feel free to contact Elsa Donoho at the information provided above.