

BID2021-06: PRINTING AND MAILING SERVICES FOR REGULAR, FINAL AND CORRECTED BILLING BID OPENED 1/26/2021 AT 11:00AM FOR THE CITY OF TRENTON, DEPARTMENT OF WATER AND SEWER, DIVISION OF WATER BILLING

[illegible]

Touch Point

①

PROPOSAL PAGE FOR A PERIOD OF TWO (2) YEARS

BIDDER MUST COMPLETE

Printing and mailing services as needed by the City of Trenton, Department of Public Works, Water Billing Office for a period of two (2) years with an option to extend two (2) years.

General requirements will include the ability to perform the detailed mailings listed below.

The undersigned proposes to furnish to the City of Trenton, Department of Water and Sewer, Water Billing Office, 333 Cortland Street, Trenton, New Jersey the following: **BIDDERS**

MUST PROVIDE UNIT PRICE AND TOTAL AMOUNT PER YEAR. TOTAL AMOUNT FOR TWO YEARS

ITEM #	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT PER YEAR
1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	\$.0475	\$11922.50
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	\$.0155	\$3890.50
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	\$.022	\$7062.00
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	\$.0475	\$2992.50
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	\$.0475	\$308.75
			GRAND TOTAL FOR TWO (2) YEARS		\$26176.25

Two years \$52,352.50

Touch Point

PROPOSAL PAGE FOR OPTION TO EXTENDED
TWO (2) YEARS BIDDER
MUST COMPLETE

Printing and mailing services as needed by the City of Trenton, Department of Public Works, Water Billing Office for a period of two (2) years with an option to extend two (2) years. General requirements will include the ability to perform the detailed mailings listed below. The undersigned proposes to furnish to the City of Trenton, Department of Water and Sewer, Water Billing Office, 333 Cortland Street, Trenton, New Jersey the following: **BIDDERS MUST PROVIDE UNIT PRICE AND TOTAL AMOUNT PER YEAR. OPTION TO EXTEND TWO (YEARS)**

ITEM #	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT PER YEAR
1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	\$.0489	\$12273.90
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	\$.0159	\$3990.90
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	\$.023	\$7383.00
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	\$.0489	\$3080.70
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	\$.0489	\$317.85
			GRAND TOTAL FOR TWO (2) YEARS		\$27046.35

EXCEPTIONS
(IF NONE, PLEASE NOTE)

TOUCHPOINT PROPOSES TO UTILIZE OUR STANDARD
#10 LARGE WINDOW ENVELOPES AND OUR STANDARD
#9 WINDOW BUSINESS RETURN ENVELOPES FOR
THIS PROJECT.

SAMPLES ARE ENCLOSED WITH THIS BID

James J. Gill

PROPOSAL PAGE FOR A PERIOD OF TWO (2) YEARS
BIDDER MUST COMPLETE

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ITEM #	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT PER YEAR
1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	.06	\$15,060.00
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	.018	\$4,518.00
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	.02	\$6,420.00
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	.06	\$3,780.00
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	.06	\$390.00
			GRAND TOTAL FOR TWO (2) YEARS	.218	\$30,168.00

60,336.00
 (Signature)

PROPOSAL PAGE FOR OPTION TO EXTEND TWO (2) YEARS
BIDDER MUST COMPLETE

Printing and mailing services as needed by the City of Trenton, Department of Public Works, Water Billing Office for a period of two (2) years with an option to extend two (2) years. General requirements will include the ability to perform the detailed mailings listed below. The undersigned proposes to furnish to the City of Trenton, Department of Water and Sewer, Water Billing Office, 333 Cortland Street, Trenton, New Jersey the following: **BIDDERS MUST PROVIDE UNIT PRICE AND TOTAL AMOUNT PER YEAR. OPTION TO EXTEND TWO (YEARS)**

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3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	.02	\$6,420.00
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5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	.06	\$390.00
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InfoSend

3

PROPOSAL PAGE FOR A PERIOD OF TWO (2) YEARS

BIDDER MUST COMPLETE

Printing and mailing services as needed by the City of Trenton, Department of Public Works, Water Billing Office for a period of two (2) years with an option to extend two (2) years. General requirements will include the ability to perform the detailed mailings listed below. The undersigned proposes to furnish to the City of Trenton, Department of Water and Sewer, Water Billing Office, 333 Cortland Street, Trenton, New Jersey the following: **BIDDERS MUST PROVIDE UNIT PRICE AND TOTAL AMOUNT PER YEAR. TOTAL AMOUNT FOR TWO YEARS**

ITEM #	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT PER YEAR
1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	\$0.451	\$113,201.00
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	\$0.015	\$3,765.00
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	\$0.017	\$5,457.00
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	\$0.456	\$28,728.00
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	\$0.456	\$2,964.00
			GRAND TOTAL FOR TWO (2) YEARS		\$308,230.00

BID2021-06 PRINTING AND MAILING SERVICES FOR REGULAR, FINAL AND CORRECTED BILLING

Info Send

PROPOSAL PAGE FOR OPTION TO EXTEND TWO (2) YEARS
BIDDER MUST COMPLETE

Printing and mailing services as needed by the City of Trenton, Department of Public Works, Water Billing Office for a period of two (2) years with an option to extend two (2) years. General requirements will include the ability to perform the detailed mailings listed below. The undersigned proposes to furnish to the City of Trenton, Department of Water and Sewer, Water Billing Office, 333 Cortland Street, Trenton, New Jersey the following: **BIDDERS MUST PROVIDE UNIT PRICE AND TOTAL AMOUNT PER YEAR. OPTION TO EXTEND TWO (YEARS)**

ITEM #	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT PER YEAR
1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	\$0.4522	\$113,502.20
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	\$0.01527	\$3,832.77
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	\$0.0173	\$5,553.30
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	\$0.4573	\$28,809.90
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	\$0.4573	\$2,972.45
			GRAND TOTAL FOR TWO (2) YEARS		\$309,341.24

BID2021-06 PRINTING AND MAILING SERVICES FOR REGULAR, FINAL AND CORRECTED BILLING

Cost Proposal

Client Volume Assumptions

Customers Billed Monthly

-Approximately 26,700 per month

Number of Batches Monthly

4 batches – data is sent on a weekly basis

-Shutoff Notices (quantity is approximately 200-2000 per week)

-Final Billing (quantity is less than 100 per week)

-Quarterly Billing (quantity is approximately 4,500 to 6,500 per week)

InfoSend Data Processing, Print and Mail Pricing

Document Production Summary

Billing Statement One Page with Return Envelope on White 8.5 x 11	\$0.097 per document
Shut Office Notice One Page with Return Envelope on Pink 8.5 x 11	\$0.102 per document

Finished mail pieces are delivered to the USPS **within one (1) business day**. If samples (proofs) are requested then the mailing will be completed within one day of sample approval. File upload deadline for next-day mailing is 3:00PM local time at the production facility designated for your account. If samples are required then they must be approved by 5:30PM local time for the file to be mailed by the next business day.

The below provides the components of the summary price given above. All pricing is based on "Client Volume Assumptions" listed below and excludes applicable sales tax.

Data Processing

Setup Fee - Express PDF Input Files	\$0.00 - Waived
Setup Fee – Data Only Input Files	\$0.00 - Waived
Document Re-Design Fee	\$0.00 - Waived
Data Processing Fee (per document)	\$0.005

Printing and Mailing Service

Billing Statement Print Fee per Page with 3/1 Ink	\$0.045
Shut Off Notice Print Fee per Page with 1/1 Ink	\$0.044
USPS Postage	Pass-through A postage deposit will be required prior to starting service.
Print Color Options (colors per side)	\$0.044 for up to 2/2 printing \$0.045 for up to 3/3 printing \$0.048 for up to 4/1 printing \$0.053 for 4/4 printing
Flood Coat fee -- digitally print full background color to simulate a color sheet	\$0.006 per sheet
Inline Insert Print Fee	Same as Above
Batch Fee (per mailing batch under 200 mail pieces)	\$5.00
Excess Pages Handwork Surcharge (per mail piece)	\$0.35
Address Updates	\$0.30 NCOA \$0.30 ACS

Materials

Standard Paper Stock (per sheet)	\$0.015
Standard Outgoing #10 Envelope	\$0.017
Standard Return #9 Envelope	\$0.015
Outgoing Flat Envelope – used for mail pieces with excess pages	\$0.17

Insert Services

InfoSend Produced	Quoted based on specification
Envelope Messaging (Snipes)	Quoted based on specification
Electronic Inserts	\$0.011
Inserting Fee	\$0.007 per insert

Optional Document Services

Enhanced Print Quality	\$0.01
Print Image Archiving (Per Document Image), with included USPS mail tracking	\$0.01 - For 12 Months of Retention \$0.015 - For 18 Months of Retention \$0.020 - For 24 Months of Retention \$0.025 - For 36 Months of Retention
Print Image Archive API Monthly Support Fee	\$100.00
Final Doc Transfer (FDT)	\$0.009 per image InfoSend Batch File \$0.015 per image Custom File Format
Professional Services Rate (per hour)	\$150
Returned Mail Handling	\$0.35 per reported returned mail piece
Remit Tracking	\$100 monthly support fee

PROPOSAL PAGE FOR A PERIOD OF TWO (2) YEARS**BIDDER MUST COMPLETE**

Printing and mailing services as needed by the City of Trenton, Department of Public Works, Water Billing Office for a period of two (2) years with an option to extend two (2) years. General requirements will include the ability to perform the detailed mailings listed below. The undersigned proposes to furnish to the City of Trenton, Department of Water and Sewer, Water Billing Office, 333 Cortland Street, Trenton, New Jersey the following: **BIDDERS MUST PROVIDE UNIT PRICE AND TOTAL AMOUNT PER YEAR. TOTAL AMOUNT FOR TWO YEARS**

ITEM #	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT PER YEAR
1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	\$0.463	\$116,213.00
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	\$0.10388	\$3,483.88
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	\$0.018	\$5,778.00
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	\$0.461	\$29,043
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	\$0.461	\$2,996.50
			GRAND TOTAL FOR TWO (2) YEARS	\$ 315,028.76	\$157,514.38

*Please note that postage price may fluctuate as the above is estimated and based on current postage rates for first-class 5 digit automated presort mail. Any addresses not meeting USPS address qualifications would be entered at a higher rate. Postage is not fixed and will be billed at actual cost as a pass through item.

Cathedral
corp

PROPOSAL PAGE FOR OPTION TO EXTEND TWO (2) YEARS
BIDDER MUST COMPLETE

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1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	\$0.464	\$116,388.70
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	\$0.01471	\$3,692.91
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	\$0.01908	\$6,124.68
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	\$0.462	\$29,106.00
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	\$0.462	\$3,003.00
			GRAND TOTAL FOR TWO (2) YEARS		\$158,315.29

*Please note that postage price may fluctuate as the above is estimated and based on current postage rates for first-class 5 digit automated presort mail. Any addresses not meeting USPS address qualifications would be entered at a higher rate. Postage is not fixed and will be billed at actual cost as a pass through item.

**EXCEPTIONS
(IF NONE, PLEASE NOTE)**

Cathedral Corporation maintains a separate postage account which shall be used for the deposit and handling of postage funds with respect to work performed under the agreement. This account shall be kept totally separate from Cathedral's general operating checking account. Cathedral will be responsible for maintaining a log of all postage money deposited with Cathedral or used by Cathedral for mailings and will forward such postage reports to the City on a monthly basis.

At the outset of work under the agreement, postage monies covering the first month's or production job's postage costs, as estimated by Cathedral and the City will be provided by the City in advance to Cathedral's postage account.

Under no circumstances shall Cathedral be obliged to advance postage costs.

Original
Impressions

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PROPOSAL PAGE FOR OPTION TO EXTEND TWO (2) YEARS

BIDDER MUST COMPLETE

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ITEM #	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT PER YEAR
1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service, and postage. See Note below	\$0.4628	\$116,162.80
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected, and final bills and installment notices/billing See Note below	\$0.0273	\$6,853.00
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills See Note	\$0.0301	\$9,687.00
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	\$0.459	\$28,917.00
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service, and postage. (New Rate 2021)	\$0.588	\$3,822.00
			GRAND TOTAL FOR TWO (2) YEARS	\$330,883.60	\$165,441.80

NOTE: Pricing are subject to change if paper market pricing changes and USPS raises postal rates. Notice will be sent if any changes.

All envelopes (#9 & # 10) Will be produced and billed at once.

PROPOSAL PAGE FOR A PERIOD OF TWO (2) YEARS

BIDDER MUST COMPLETE

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5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service, and postage. (New Rate 2021)	\$0.588	\$3,822.00
			GRAND TOTAL FOR TWO (2) YEARS		\$165,441.80

Water bills printed and mailed for weekly, regular, final, and corrected with up to four (4) inserts. Unit price to include the billing forms, service, and postage. This pricing DOES NOT include the costs of the inserts that will quoted separately when required Pricing reflects insertion of up to 3 additional sheets-Pricing reflect new Postage Rates Effective 1/24/21

All envelopes (#9 & # 10) Will be produced and billed at once.

EXCEPTIONS

NOTE TO PRICING:

Water bills printed and mailed for weekly, regular, final, and corrected with up to four (4) inserts. Unit price to include the billing forms, service, and postage. This pricing DOES NOT include the costs of the inserts that will be quoted separately when required. Pricing reflects insertion of up to 3 additional sheets. Pricing reflect new Postage Rates Effective 1/24/21

Source Link

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PROPOSAL PAGE FOR A PERIOD OF TWO (2) YEARS

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1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	\$.48 per piece	\$121,518.62
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	\$.01535 per piece	\$3,852.39
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	\$.01865 per piece	\$5,985.10
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	\$.49 per piece	\$31,428.64
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	\$.48 per piece	\$3,176.55
			GRAND TOTAL FOR TWO (2) YEARS	# 331,922.60	\$165,961.30/year for 2 years

******Postage assumed @ \$.39/pc (Subject to change with USPS rate increase)******

Source Link

PROPOSAL PAGE FOR OPTION TO EXTEND TWO (2) YEARS

BIDDER MUST COMPLETE

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1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	\$.49 per piece	\$122,227.47
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	\$.01569 per piece	\$3,940.15
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	\$.01920 per piece	\$6,164.65
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	\$.50 per piece	\$31,634.39
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	\$.49 per piece	\$3,195.79
			GRAND TOTAL FOR TWO (2) YEARS	#334,324.90	\$167,162.45/year for 2 years

******Postage assumed @ \$.4017/pc (Subject to change with USPS rate increase)******

Level One

7

PROPOSAL PAGE FOR A PERIOD OF TWO (2) YEARS

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1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	\$0.0585 /bill * \$0.395 / mail ** \$0.039 / insert ***	\$14,683.50 \$99,145.00 \$9,789.00
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	\$0.013 /each	\$3,263.00
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	\$0.0165 /each	\$5,296.50
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	\$0.0585 /bill * \$0.395 / mail ** \$0.039 / insert ***	\$3,685.50 \$24,885.00 \$2,457.00
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	\$0.0585 /notice \$0.395 / mail **	\$380.25 \$2,567.50
			GRAND TOTAL FOR TWO (2) YEARS		\$332,304.50

* Pricing includes a returned PDF image.

** Postage estimate based on lowest possible 2021 USPS rates (Including full service discount) for all records that qualify. Postage costs are subject to USPS rate increases.

*** Single insert pricing is based on 8.5" x 11", black ink both sides, 60# offset and letter folded.

Level One

PROPOSAL PAGE FOR OPTION TO EXTEND TWO (2) YEARS

BIDDER MUST COMPLETE

Printing and mailing services as needed by the City of Trenton, Department of Public Works, Water Billing Office for a period of two (2) years with an option to extend two (2) years. General requirements will include the ability to perform the detailed mailings listed below. The undersigned proposes to furnish to the City of Trenton, Department of Water and Sewer, Water Billing Office, 333 Cortland Street, Trenton, New Jersey the following: **BIDDERS MUST PROVIDE UNIT PRICE AND TOTAL AMOUNT PER YEAR. OPTION TO EXTEND TWO (YEARS)**

ITEM #	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT PER YEAR
1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	\$0.0585 /bill * \$0.395 / mail ** \$0.039 / insert ***	\$14,683.50 \$99,145.00 \$9,789.00
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	\$0.013 /each ****	\$3,263.00
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	\$0.0165 /each ****	\$5,296.50
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	\$0.0585 /bill * \$0.395 / mail ** \$0.039 / insert ***	\$3,685.50 \$24,885.00 \$2,457.00
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	\$0.0585 /notice \$0.395 / mail **	\$380.25 \$2,567.50
			GRAND TOTAL FOR TWO (2) YEARS		\$332,304.50

* Pricing includes a returned PDF image.

** Postage estimate based on lowest possible 2021 USPS rates (Including full service discount) for all records that qualify. Postage costs are subject to USPS rate increases.

*** Single insert pricing is based on 8.5" x 11", black ink both sides, 60# offset and letter folded.

**** Components subject to paper price index. Price increases to be supported with Paper CPI data.

Boyer Utilities

8/8

PROPOSAL PAGE FOR A PERIOD OF TWO (2) YEARS

BIDDER MUST COMPLETE

Printing and mailing services as needed by the City of Trenton, Department of Public Works, Water Billing Office for a period of two (2) years with an option to extend two (2) years. General requirements will include the ability to perform the detailed mailings listed below. The undersigned proposes to furnish to the City of Trenton, Department of Water and Sewer, Water Billing Office, 333 Cortland Street, Trenton, New Jersey the following: **BIDDERS MUST PROVIDE UNIT PRICE AND TOTAL AMOUNT PER YEAR. TOTAL AMOUNT FOR TWO YEARS**

ITEM #	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT PER YEAR
1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	.51	128,010
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	.015	3,765
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	.02	6,420
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	.51	32,130
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	.60	3900
			GRAND TOTAL FOR TWO (2) YEARS	Total Year	174,225

X2 174,225
348,450

**PROPOSAL PAGE FOR OPTION TO EXTEND TWO
(2) YEARS BIDDER MUST
COMPLETE**

Printing and mailing services as needed by the City of Trenton, Department of Public Works, Water Billing Office for a period of two (2) years with an option to extend two (2) years. General requirements will include the ability to perform the detailed mailings listed below. The undersigned proposes to furnish to the City of Trenton, Department of Water and Sewer, Water Billing Office, 333 Cortland Street, Trenton, New Jersey the following: **BIDDERS MUST PROVIDE UNIT PRICE AND TOTAL AMOUNT PER YEAR. OPTION TO EXTEND TWO (YEARS)**

ITEM #	QUATITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT PER YEAR
1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	.525	131,775
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	.015	3765
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	.02	6420
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	.525	33,075
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	.615	3,997.5
			GRAND TOTAL FOR TWO (2) YEARS	179,032.5 (Total Year)	353,257.5 (2 YR GT)

PROPOSAL PAGE FOR A PERIOD OF TWO (2) YEARS
BIDDER MUST COMPLETE

Printing and mailing services as needed by the City of Trenton, Department of Public Works, Water Billing Office for a period of two (2) years with an option to extend two (2) years. General requirements will include the ability to perform the detailed mailings listed below. The undersigned proposes to furnish to the City of Trenton, Department of Water and Sewer, Water Billing Office, 333 Cortland Street, Trenton, New Jersey the following: **BIDDERS MUST PROVIDE UNIT PRICE AND TOTAL AMOUNT PER YEAR. TOTAL AMOUNT FOR TWO YEARS**

ITEM #	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT PER YEAR
1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	\$0.51	\$129,500
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	\$0.022	\$5,522
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	\$0.022	\$7318.80
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	\$0.53	\$33,400
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	\$0.55	\$3,600
			GRAND TOTAL FOR TWO (2) YEARS		\$179,340.80

PROPOSAL PAGE FOR OPTION TO EXTEND TWO (2) YEARS

BIDDER MUST COMPLETE

Printing and mailing services as needed by the City of Trenton, Department of Public Works, Water Billing Office for a period of two (2) years with an option to extend two (2) years. General requirements will include the ability to perform the detailed mailings listed below. The undersigned proposes to furnish to the City of Trenton, Department of Water and Sewer, Water Billing Office, 333 Cortland Street, Trenton, New Jersey the following: **BIDDERS MUST PROVIDE UNIT PRICE AND TOTAL AMOUNT PER YEAR. OPTION TO EXTEND TWO (YEARS)**

ITEM #	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT PER YEAR
1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	\$0.53	\$133,385
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	\$0.022	\$5687.66
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	\$0.023	\$7538.36
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	\$0.54	\$34,402
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	\$0.57	\$3708
			GRAND TOTAL FOR TWO (2) YEARS		

Barton & Cooney, LLC
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PROPOSAL PAGE FOR A PERIOD OF TWO (2) YEARS

BIDDER MUST COMPLETE

Printing and mailing services as needed by the City of Trenton, Department of Public Works, Water Billing Office for a period of two (2) years with an option to extend two (2) years. General requirements will include the ability to perform the detailed mailings listed below. The undersigned proposes to furnish to the City of Trenton, Department of Water and Sewer, Water Billing Office, 333 Cortland Street, Trenton, New Jersey the following: **BIDDERS MUST PROVIDE UNIT PRICE AND TOTAL AMOUNT PER YEAR. TOTAL AMOUNT FOR TWO YEARS**

ITEM #	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT PER YEAR
1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	.5505	\$138,175.50
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	.0158	\$3,965.80
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	.0204	\$6,548.40
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	.5505	\$34,681.50
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	.5505	\$3,578.25
			GRAND TOTAL FOR TWO (2) YEARS		\$373,898.90

Barton & Cooney, LLC

PROPOSAL PAGE FOR OPTION TO EXTEND TWO (2) YEARS

BIDDER MUST COMPLETE

Printing and mailing services as needed by the City of Trenton, Department of Public Works, Water Billing Office for a period of two (2) years with an option to extend two (2) years. General requirements will include the ability to perform the detailed mailings listed below. The undersigned proposes to furnish to the City of Trenton, Department of Water and Sewer, Water Billing Office, 333 Cortland Street, Trenton, New Jersey the following: **BIDDERS MUST PROVIDE UNIT PRICE AND TOTAL AMOUNT PER YEAR. OPTION TO EXTEND TWO (YEARS)**

ITEM #	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT PER YEAR
1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	.5505	\$138,175.50
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	.0158	\$3,965.80
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	.0204	\$6,548.40
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	.5505	\$34,681.50
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	.5505	\$3,578.25
			GRAND TOTAL FOR TWO (2) YEARS		\$373,898.90

**EXCEPTIONS
(IF NONE, PLEASE NOTE)**

Postage increases annually so the increase will be a pass through if it takes place

Paper & envelopes may increase as stated by Pulp & Paper

Fort Orange Press Inc.

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PROPOSAL PAGE FOR A PERIOD OF TWO (2) YEARS

BIDDER MUST COMPLETE

Printing and mailing services as needed by the City of Trenton, Department of Public Works, Water Billing Office for a period of two (2) years with an option to extend two (2) years. General requirements will include the ability to perform the detailed mailings listed below. The undersigned proposes to furnish to the City of Trenton, Department of Water and Sewer, Water Billing Office, 333 Cortland Street, Trenton, New Jersey the following: **BIDDERS MUST PROVIDE UNIT PRICE AND TOTAL AMOUNT PER YEAR. TOTAL AMOUNT FOR TWO YEARS**

ITEM #	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT PER YEAR
1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	Manufacturing \$0.23 Postage \$0.45	\$170,680.00
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	\$0.0274	\$6,877.40
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	\$0.035	\$11,235.00
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	Manufacturing \$0.45 Postage \$0.45	\$56,700.00
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	Manufacturing \$0.45 Postage \$0.45	\$5,850.00
			GRAND TOTAL FOR TWO (2) YEARS		\$502,684.80

PROPOSAL PAGE FOR OPTION TO EXTEND TWO (2) YEARS
BIDDER MUST COMPLETE

Printing and mailing services as needed by the City of Trenton, Department of Public Works, Water Billing Office for a period of two (2) years with an option to extend two (2) years. General requirements will include the ability to perform the detailed mailings listed below. The undersigned proposes to furnish to the City of Trenton, Department of Water and Sewer, Water Billing Office, 333 Cortland Street, Trenton, New Jersey the following: **BIDDERS MUST PROVIDE UNIT PRICE AND TOTAL AMOUNT PER YEAR. OPTION TO EXTEND TWO (YEARS)**

ITEM #	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT PER YEAR
1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	Manufacturing \$0.2438 Postage \$0.45	\$174,143.80
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	\$0.029	\$7,279.00
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	\$0.037	\$11,877.00
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	Manufacturing \$0.477 Postage \$0.45	\$58,401.00
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	Manufacturing \$0.477 Postage \$0.45	\$6,025.50
			GRAND TOTAL FOR TWO (2) YEARS		\$515,452.60

PROPOSAL PAGE FOR A PERIOD OF TWO (2) YEARS**BIDDER MUST COMPLETE**

Printing and mailing services as needed by the City of Trenton, Department of Public Works, Water Billing Office for a period of two (2) years with an option to extend two (2) years. General requirements will include the ability to perform the detailed mailings listed below. The undersigned proposes to furnish to the City of Trenton, Department of Water and Sewer, Water Billing Office, 333 Cortland Street, Trenton, New Jersey the following: **BIDDERS MUST PROVIDE UNIT PRICE AND TOTAL AMOUNT PER YEAR. TOTAL AMOUNT FOR TWO YEARS**

ITEM #	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT PER YEAR
1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	\$0.43850	\$110,063.50
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	\$0.01252	\$3,142.52
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	\$0.01450	\$4,654.50
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	\$0.4499	\$28,343.70
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	\$0.5090	\$3,308.50
			GRAND TOTAL FOR TWO (2) YEARS		\$299,025.44

598,050.88

Sebis Direct, Inc

PROPOSAL PAGE FOR OPTION TO EXTEND TWO (2) YEARS

BIDDER MUST COMPLETE

Printing and mailing services as needed by the City of Trenton, Department of Public Works, Water Billing Office for a period of two (2) years with an option to extend two (2) years. General requirements will include the ability to perform the detailed mailings listed below. The undersigned proposes to furnish to the City of Trenton, Department of Water and Sewer, Water Billing Office, 333 Cortland Street, Trenton, New Jersey the following: **BIDDERS MUST PROVIDE UNIT PRICE AND TOTAL AMOUNT PER YEAR. OPTION TO EXTEND TWO (YEARS)**

ITEM #	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT PER YEAR
1.	251,000	EA.	Water bills printed and mailed for weekly, regular, final and corrected with up to four (4) inserts. Unit price to include the billing forms, service and postage. See Note	\$0.43850	\$110,063.50
2.	251,000	EA.	No. 9 return envelopes printed in blue ink for the inclusion in mailing of regular, corrected and final bills and installment notices/billing	\$0.01252	\$3,142.52
3.	321,000	EA.	No. 10 window mailing envelopes printed in blue ink for use in the current, regular final and corrected billing, shut-off notices, duplicate shut-off notices, and installment notices/bills	\$0.01450	\$4,654.50
4.	63,000	EA.	Shut-off notices to be printed and mailed for delinquent accounts on a weekly basis. One insert, Unit price to include the notice, service and postage.	\$0.4499	\$28,343.70
5.	6,500	EA.	Duplicate shut-off notices sent to property location: Unit price to include forms, service and postage.	\$0.5090	\$3,308.50
			GRAND TOTAL FOR TWO (2) YEARS		\$299,025.44