

REQUEST FOR PROPOSALS FOR DESIGN, PRINTING AND DISTRIBUTION OF THE ROCHESTER HILLS WATER AND SEWER BILLS

PROPOSAL QUALIFICATIONS - TABULATION

NAME	Allied Mailing & Printing	A-1 Business Products	Centron Data Services, Inc	divdat	Lasertec, Inc.
ADDRESS	Fenton, MI	Warren, MI	Norton Shores, MI	Ferndale, MI	Sterling Heights, MI
Years in Business	10 years	53 years	10 years	36 years	22 years
Years providing printing & distribution serv	10 years	28 years	26 years	36 years	22 years
Current clients w/ similar services	108 clients CC Complete, Portland OR Universal Utilities, Flint, MI American Flight Attendants Assn, Rosemont, IL	City of Warren City of Centerline City of Roseville	City of Muskegon City of Romulus City of Novi	Nestle Waters North America Norwich Public Utilities Veolia ES Solid Waste, Inc. Currently over 300 clients in live production	City of Rochester Hills Waterford Township City of Southfield
Client References	American Metal Roofs-bus cards, ltrhead, envelopes, marketing material Safety Technology Int-catalogs, flyers, promotional materials SPFPA-Membership Applications, bus cards, 24-page catalogs City of Fenton-City water report mailer American Income Life-Sales and marketing mailer	Provides various printed products City of Warren City of Centerline City of Rochester Hills City of Roseville City of Dearborn Murrays Discount Auto	City of Dearborn-tax bills City of Grandville-tax and utility bills Mason County-assessmt change notices, tax bills Lenawee County-assessmt change notices, tax bills City of Livonia-assessmt change notices	Municipal Services Bureau-collection ltrs, elect presort, custom program City of Ann Arbor-tax assessmts and inserts-prints and mails Nestle Waters North America-billing stmts, late notices, collection ltrs Veolia ES Solid Waste, Inc.- mail invoices, archiving services Norwich Public Utilities-archiving, print & mail electric, gas, sewer and water bills-monthly volume-23,000	Canton Community Waterford Township City of Southfield City of Farmington Dearborn Heights
Full Time/Part Time Employees		13 full time/5 part time	35 full time/2 part time	71 full time/ 2 part time	40 full time/0 part time
Zip+4 set up service		Yes	Yes	Yes	Yes
Separate Cost for Zip+4		No	No	Yes	No
Updated Certificate		Yes	Yes	Yes	Yes
Post Office used to deliver bills		Royal Oak/Sectional Facility	On-site postal workers from Grand Haven PO, however mail will be delivered directly to Grand Rapids District Ctr Facility of USPS	Detroit, MI	Royal Oak, MI

REQUEST FOR PROPOSALS FOR DESIGN, PRINTING AND DISTRIBUTION OF THE ROCHESTER HILLS WATER AND SEWER BILLS

PROPOSAL QUALIFICATIONS - TABULATION

NAME ADDRESS	Allied Mailing & Printing Fenton, MI	A-1 Business Products Warren, MI	Centron Data Services, Inc Norton Shores, MI	divdat Ferndale, MI	Lasertec, Inc. Sterling Heights, MI
Ability to meet processing and delivery specifications			Yes; Centron maintains an automated order processing system. Upon receipt of production file, it is processed the same day as recd, laser printed in evening, in mail next day if file is recd before 11am. USPS has a post office in Centron production facility & mail is inspected and approved on site, then shipped to Grand Rapids and rerouted overnight to USPS locations in RH	File recd, email notification to client, postal sorting, processing report, print file spooled, QC validation, job printed, QC validation, mailroom inserts job & delivers to PO. Turnaround 48 hrs. Delivers to Detroit PO twice daily. Mail is sorted, placed on skids, wrapped and labeled for PO automation	All pieces will be printed, inserted and mailed within the timeline upon receipt of the files and approval of the samples
Internet transfer of data	Yes, FTP	Yes, any format	Yes, FTP will work just fine	Yes. Receives 24/7. FTP is most common	Can accept FTP files in various formats
Creating and printing barcode and OCR scan line	Yes	Yes	Yes, doing this for many customers	Yes	Yes
Lockbox Specifications	Yes	Yes	Yes	Yes	Yes
Subcontractors	No	Lasercomp, Troy, MI	No	Production of paper materials, forms & envelopes - will solicit 3 bids & select based on cost. Preferred list provided. Pitney Bowes presort vendor on-site	No
Beneficial Options	Meeting to discuss reasons bills is created as it is and the options we are proposing	Have done many time sensitive products in a timely manner at the lowest cost to the end user	Yes, exact PDF replicas of the bills	Process Reports-confirmation File Tracker-reports order status Cass certification & postal discounts Can produce inserts	Lasertec does technical support for both FTP and file transfers. Also provides online job tracking



REQUEST FOR PROPOSALS FOR DESIGN, PRINTING AND DISTRIBUTION OF THE ROCHESTER HILLS WATER AND SEWER BILLS

PROPOSAL QUALIFICATIONS - TABULATION

NAME	Allied Mailing & Printing	A-1 Business Products	Centron Data Services, Inc	divdat	Lasertec, Inc.
ADDRESS	Fenton, MI	Warren, MI	Norton Shores, MI	Ferndale, MI	Sterling Heights, MI
<b>COST PROPOSAL</b>					
Initial set up/design of bill layout	No charge if layout does not change; \$200.00 otherwise		\$75.00	\$250.00	No Charge
Cost of Printing Each Bill					
	2008 \$65/1000		0.0557 \$33/1000		0.08 0.029
	2009 \$65/1000		0.0568 \$33/1000		0.082 0.029
	2010 \$65/1000		0.0579 \$34/1000		0.085 TBD
	2011 \$65/1000		0.0584 \$34/1000		0.087 TBD
	2013 \$65/1000		0.0593 \$35/1000		0.09 TBD
Cost of Mailing (Zip+4)					
	2008 Included above		0.045 \$30/1000	1 ounce \$.312-\$.36-Presort 1st class	Equal to the postal 5 digit price
	2009 Included above	Prevailing postage rates-lowest possible	\$30/1000	At cost	Equal to the postal 5 digit price
	2010 Included above	Prevailing postage rates-lowest possible	\$31/1000	At cost	Equal to the postal 5 digit price
	2011 Included above	Prevailing postage rates-lowest possible	\$31/1000	At cost	Equal to the postal 5 digit price
	2013 Included above	Prevailing postage rates-lowest possible	\$32/1000	At cost	Equal to the postal 5 digit price
Cost of Delivery to Post Office					
	2008 Included above	N/C		0 N/C	Included
	2009 Included above	N/C		0 N/C	Included
	2010 Included above	N/C		0 N/C	Included
	2011 Included above	N/C		0 N/C	Included
	2013 Included above	N/C		0 N/C	Included
Cost for Insertions					
	2008 \$28/1000		\$500 \$10/1000		0.006 .029/ea
	2009 \$28/1000		\$500 \$10/1000		0.006 .029/ea
	2010 \$28/1000		\$500 \$10/1000		0.006 .029/ea
	2011 \$28/1000		\$500 \$10/1000		0.007 .029/ea
	2013 \$28/1000		\$500 \$10/1000		0.007 .029/ea
		Any insert not mentioned in quote			
Additional Services					
	2008				Additional inserts up to - Included
	2009				Additional inserts up to - Included
	2010				Additional inserts up to - Included
	2011				Additional inserts up to - Included
	2013				Additional inserts up to - Included

REQUEST FOR PROPOSALS FOR DESIGN, PRINTING AND DISTRIBUTION OF THE ROCHESTER HILLS WATER AND SEWER BILLS

PROPOSAL QUALIFICATIONS - TABULATION

NAME	Allied Mailing & Printing		A-1 Business Products		Centron Data Services, Inc		divdat		Lasertec, Inc.	
ADDRESS	Fenton, MI		Warren, MI		Norton Shores, MI		Ferndale, MI		Sterling Heights, MI	
	2008									Electronic Data Transfer - Included
	2009									Electronic Data Transfer - Included
	2010									Electronic Data Transfer - Included
	2011									Electronic Data Transfer - Included
	2013									Electronic Data Transfer - Included
	2008									Folding and Sorting - Included
	2009									Folding and Sorting - Included
	2010									Folding and Sorting - Included
	2011									Folding and Sorting - Included
	2013									Folding and Sorting - Included
Cost of Supplies										
Bills/Paper Stock										
	2008	\$38/1000	\$18.48/1000		\$17/1000			0.019	\$20.85/1000	
	2009	\$38/1000		2%		3%	.020 - 6%			5%
	2010	\$38/1000		4%		4%	.021 - 6%			5%
	2011	\$38/1000		5%		4%	.022 - 6%			5%
	2013	\$38/1000		6.50%		4%	.024 - 6%			5%
#9 Return Envelope										
	2008	\$33/1000	\$17.68/1000		\$26.50/1000			0.018	\$24.50/1000	
	2009	\$33/1000		2%		4%	.019 - 6%			5%
	2010	\$33/1000		4%		5%	.021 - 6%			5%
	2011	\$33/1000		5%		5%	.022 - 6%			5%
	2013	\$33/1000		6.50%		5%	.023 - 6%			5%
#10 Window Mailing Envelope										
	2008	\$35/1000		\$19.60	\$29.50/1000			0.023	\$32.45/1000	
	2009	\$35/1000		2%		4%	.024 - 6%			5%
	2010	\$35/1000		4%		5%	.026 - 6%			5%
	2011	\$35/1000		5%		5%	.027 - 6%			5%
	2013	\$35/1000		6.50%		5%	.029 - 6%			5%
Sample Bills Submitted			Pricing based on 150M count							Contingent on fluctuation of paper costs
	Yes		No		Yes		Yes		Yes	

REQUEST FOR PROPOSALS FOR DESIGN, PRINTING AND DISTRIBUTION OF THE ROCHESTER HILLS WATER AND SEWER BILLS

PROPOSAL QUALIFICATIONS TABULATION

NAME	HOV Services/Lason	Matrix Imaging Solutions	PSC Info Group	Smartbill Ltd	SourceLink Ohio LLC
ADDRESS	Livonia, MI	Sanborn, NY	Valley Forge, PA	Newark, Ohio	Miamisburg, OH
Years in Business	22 years	19 years	37 years	5 yrs, 11 mos	20+ years
Years providing printing & distribution serv	22 years	16 years	25 years	5 yrs, 11 mos	20+ years
Current clients w/ similar services	City of Troy-W&S bills St of Mich-Friend of Court Notices General Electric-Invoices/Stmts	445 clients National Fuel Gas, Buffalo, NY Martin County Utilities, Stuart, FL Suffolk County Water, Bohemia, NY	50+ clients currently in the municipal market County of Lehigh, PA City of Scranton, PA City of Bowling Green, KY	Licking County Water, Newark, OH Fremont Water, Fremont, OH Xenia Water, Xenia, OH	Gr Cincinnati Water Works Dayton Power & Light Indianapolis Power & Light
Client References	Mutual non-disclosure and confidentiality policies with each client. Will provide during next round of discussions	National Fuel Gas-print mail gas bills Martin Cty Util-print mail water bills Suffolk Cty Wat-print mail water bills Pearland-print mail water bills Hot Springs-print mail water bills Passaic Valley Wat-prt mail water bl Document Archiving System on 3 of above companies	COMCAST Aqua America, Inc. Energy United County of Lehigh City of Scranton City of Bowling Green	Over 100 util, hosp, govt & comm Coshocton Cty Treas-Tax Stmts Pataskala Water-Water stmts Jefferson W&S Dist-Water stmts Galion Water-Water stmts Champaign Cty Treas-Tax stmts	Gr Cincinnati Water Works Dayton Power & Light Indianapolis Power & Light Heartland Payment Systems Social Security Administration
Full Time/Part Time Employees	200 full time/2 part time	87 full time/4 part time	120 full time/30 part time	9 full time/5 part time	228 full time/15 part time
Zip+4 set up service	Yes	Yes	Yes	Yes	Yes, through Group1/Code One+
Separate Cost for Zip+4	No	No	No	No	Yes
Updated Certificate	Yes. USPO onsite 24/7 at Livonia mail processing center	Yes	Yes	Yes	Yes, every 30 days
Post Office used to deliver bills	Royal Oak	Sanborn location or Texas location	Reading, PA or Southeastern SEC Center in PA	Daily deliveries to Newark, OH Post Office	Dayton, Ohio

REQUEST FOR PROPOSALS FOR DESIGN, PRINTING AND DISTRIBUTION OF THE ROCHESTER HILLS WATER AND SEWER BILLS

PROPOSAL QUALIFICATIONS TABULATION

NAME ADDRESS	HOV Services/Lason Livonia, MI	Matrix Imaging Solutions Sanborn, NY	PSC Info Group Valley Forge, PA	Smartbill Ltd Newark, Ohio	SourceLink Ohio LLC Miamisburg, OH
Ability to meet processing and delivery specifications	Files recd by 10 PM will be delivered to PO by 5 PM the next business day	Yes- 24 hour usual turnaround		Customize internal processed based on client need; commits to max 48hr turnaround. Typically w/ early morning receipt, docs are delivered the same day. Receipt of data via FTP will process, postal code and create stmts in PDF format. PDF's made available for review & approval, stmts printed & mailed.	Receives & processes data 24/7. Closed on days USPS does not accept mail. Acct Mgrs 7am-9pm. Standard response time: calls-2hrs; email-2 hrs; contact available 24/7; data file transmission-immediate; data verf confirm-immediate; daily mail confirm-8AM following day; postal reconciation, daily,wk, mo; doc proofing-2 hrs; offset prt proofing-2 hrs; chg mgmt-1 bus day
Internet transfer of data	Supports FTP and Connect: Direct (NDM)	Yes	Yes, will accept internet transfer of data in almost all formats.	Can accept internet transfer of data via FTP site. Can accept single or multiple input files in variety of formats.	Yes FTP/SFTP
Creating and printing barcode and OCR scan line	Yes	Yes	Yes, standard	Yes	Yes
Lockbox Specifications	Yes	Yes	Yes, also provide lockbox services	Yes	Yes
Subcontractors	No	No	No	No	No
Beneficial Options	Recommends printing black ink on back of bill. Design cost effective and attractive tax and water bill	Matrix Remote, USPS Merlin System, on-site print shop DARS and EBPP	Cert. For all mail-N/C; data express view allows client to view & print bills online	Postage efficiency, PDF file to RH to recreate in office bills, customized messaging	Offer delivery point verification and Postal One

REQUEST FOR PROPOSALS FOR DESIGN, PRINTING AND DISTRIBUTION OF THE ROCHESTER HILLS WATER AND SEWER BILLS

PROPOSAL QUALIFICATIONS TABULATION

<b>NAME</b>	<b>HOV Services/Lason</b>	<b>Matrix Imaging Solutions</b>	<b>PSC Info Group</b>	<b>Smartbill Ltd</b>	<b>SourceLink Ohio LLC</b>
<b>ADDRESS</b>	<b>Livonia, MI</b>	<b>Sanborn, NY</b>	<b>Valley Forge, PA</b>	<b>Newark, Ohio</b>	<b>Miamisburg, OH</b>
Experience other customers/communities w/ similar services	Over 200 print and mail customers with similar applications	Extensive exp providing outstanding service and technology expertise. Elect data transfer & doc processing for all types of companies, offers doc imaging, reduce costs on mail processing	Over 2000 clients Single source partner, comprehensive cost effective data & forms mgmt program. In 36 most grown from 10 mill processed, prt & mail to volume of 27 mill. Highest quality service & mutual trust	Extensive exp in Midwest communities improving described services. Specializes in design, printing and mailing stmt for municipalities. Familiar w/ industry software formats and in-house designs, exp with transitioning customers	Currently mail 1,000,000 critical notices daily for Soc Security Admin & Medicare, 10,000 water bills daily for Gr Cincinnati Water Works; Mail 20,000 billing stmts for Dayton and Indianapolis Power & Light
Work program to deliver the printing and distribution requirements	Data file receipt, reconciliation, pre-composition (determine # of records, images, sheets, apply bus rules) sort & sementation, final composition (appy indicia, create prt files, reconciliation (reports & internl audit) stmt output, reconciliation reports	Doc layout & design, in-hs printing, data processing, digital migration process & archival capabilities, pre-processing to meet specs, max postage savings & QC, production mail ctr, QC, reporting: data import summary, postal report, manifest USPS 3600, address quality report, online communication, testing & training, special inserts	Review City reqs, set up data trans & test file, assign dataexpress programmer CAS, format docs, City approval, authorize approval sheet, live data to Dataexpress, process, print & mail docs - after approved by City mailed within 24 hrs.	Docs controlled throughout process; Postage identified, reports created to audit docs throughout printing, folding inserting & mailing, docs separated by weight for entry to Postal Mail System-provides visual auditing; postage stmts presented to PO identifies number of pieces and trays included and the breakdown of each.	Document consultation and design; data processing and reformatting; postage optimization; high speed electronic & digital imaging; intelligent and selectable inserting, on site UPSP verification, acceptance and routing
Invoice detail	Will meet City's requirements	Bundled price (total mailed pieces) includes data processing, laser printing, form, envelopes, folding, inserting & hand off to post office- \$.0935 each. Insert fees at \$6.25/1000. No inv for postage, but provide postage report w/ actuals	As required by the City	Detail includes: date of run, actual postage used, total number of records, service fees, type of stmt, postage beg balance, postage bal on acct, etc. Can customize invoice to meet customer's needs.	Invoice will provide detailed services and cost for each service
Meets Insurance Requirements	Yes	Yes	Yes		Yes
Contract	Yes, sample provided	Yes	Yes		No



REQUEST FOR PROPOSALS FOR DESIGN, PRINTING AND DISTRIBUTION OF THE ROCHESTER HILLS WATER AND SEWER BILLS

PROPOSAL QUALIFICATIONS TABULATION

NAME ADDRESS	HOV Services/Lason Livonia, MI	Matrix Imaging Solutions Sanborn, NY	PSC Info Group Valley Forge, PA	Smartbill Ltd Newark, Ohio	SourceLink Ohio LLC Miamisburg, OH	
<b>COST PROPOSAL</b>						
Initial set up/design of bill layout		\$250.00	\$350.00 (layout/programming)	N/C	\$2,500	
Cost of Printing Each Bill						
2008	0.062		0.0325	0.03	0.07	\$7,500
2009	0.0629		0.0325	5% to 8%	0.0721	\$8,000
2010	0.0639		0.0338	5% to 8%	0.0742	\$8,500
2011	0.0648		0.0338	5% to 8%	0.0765	\$9,000
2012	0.0658		0.0352	5% to 8%	0.0788	\$9,500
Cost of Mailing (Zip+4)		Includes folding & insert env & bill				
2008	0.0218	.312 - .36 per USPS		0.009	0.31	\$14,250
2009	0.0221	.312 - .36 per USPS	5% to 8%	To be validated w/ customer's data,		\$15,000
2010	0.0225	.312 - .36 per USPS	5% to 8%	Smartbill charges actual postage		\$16,500
2011	0.0228	.312 - .36 per USPS	5% to 8%			\$17,500
2012	0.0231	.312 - .36 per USPS	5% to 8%			\$18,500
Cost of Delivery to Post Office						
2008	N/C	N/C		\$0.01	N/C	N/C
2009	N/C	N/C	5% to 8%		N/C	N/C
2010	N/C	N/C	5% to 8%		N/C	N/C
2011	N/C	N/C	5% to 8%		N/C	N/C
2012	N/C	N/C	5% to 8%		N/C	N/C
Cost for Insertions		For Additional Inserts				
2008	0.0073	\$6.25/1000	.05=8.5"x11" B/W simplex (1 side)	No additional charge for insertions.		\$6,000
2009	0.0074	\$6.25/1000	.02-3 2/3x11" B/W simplex (1 side)	Only printing costs will apply		\$7,500
2010	0.0075	\$6.50/1000				\$8,000
2011	0.0076	\$6.50/1000				\$8,500
2012	0.0077	\$6.75/1000				\$9,000
Additional Services		DARS - Document Archiving				None
2008	Special inserts. This quote assumes the special inserts will be supplied by the City	Design Change Control \$40/hr	Data Express View \$0.01/image	No charge for householding		
2009		Dat File change Control \$125/hr	Data Express Setup N/C	No charge for customized messages		
2010		Setup/programming \$1500	Selective Inserting \$.05/each	No charge for usage graph		
2011		Monthly maintenance \$250/mo	CD/DVD quart/semi ann \$50/\$75			
2012		CD archiving \$50 per CD	Final bill/cancel bills-same util bills			
		Pricing is firm for 2 years.	Nat. Change of Address & database	On-Line View		

REQUEST FOR PROPOSALS FOR DESIGN, PRINTING AND DISTRIBUTION OF THE ROCHESTER HILLS WATER AND SEWER BILLS

PROPOSAL QUALIFICATIONS TABULATION

NAME ADDRESS	HOV Services/Lason Livonia, MI	Matrix Imaging Solutions Sanborn, NY	PSC Info Group Valley Forge, PA	Smartbill Ltd Newark, Ohio	SourceLink Ohio LLC Miamisburg, OH
		Yrs 3-5 increase to reflect 4% or based on CPI	mgmt \$.005 each	.01/record	
2008				.01/record	
2009				.01/record	
2010				.01/record	
2011				.01/record	
2012				.01/record	
2008					
2009					
2010					
2011					
2012					
Cost of Supplies			USPS postage increases will be applied		
Bills/Paper Stock					
2008	0.0107	0.017	0.03	0.02	\$4,500
2009	4%	0.017	5% to 8%	3%	0.035
2010	4%	4%/CPI	5% to 8%	3%	0.035
2011	3%	4%/CPI	5% to 8%	3%	0.035
2012	3%	4%/CPI	5% to 8%	3%	0.035
#9 Return Envelope					
2008	0.0144	0.021	0.022	0.015	\$4,400
2009	4%	0.021	5% to 8%	3%	0.035
2010	4%	4%/CPI	5% to 8%	3%	0.035
2011	3%	4%/CPI	5% to 8%	3%	0.035
2012	3%	4%/CPI	5% to 8%	3%	0.035
#10 Window Mailing Envelope					
2008	0.0172	0.023	0.2	0.015	\$5,600
2009	4%	0.023	5% to 8%	3%	0.035
2010	4%	4%/CPI	5% to 8%	3%	0.035
2011	3%	4%/CPI	5% to 8%	3%	0.035
2012	3%	4%/CPI	5% to 8%	3%	0.035
	Price Per Piece of bill including postage \$.467	Price per Mailed piece - .0935 exclusive of postage	Total per piece price is \$.045 includes 1st class presort postage		
Sample Bills Submitted	Yes	Yes	Yes	Yes	Yes

REQUEST FOR PROPOSALS FOR DESIGN, PRINTING AND DISTRIBUTION OF THE ROCHESTER HILLS WATER AND SEWER BILLS

PROPOSAL QUALIFICATIONS TABULATION

NAME	TBF Graphics/Digital	360 Services International	University Lithoprinters, Inc.	Utilitec-An Ancor Company	Wolverine Solution Group
ADDRESS	Saginaw, MI	Livonia, MI	Ann Arbor, MI	Troy, MI	Detroit, MI
Years in Business	25 years	33 years	73 years	22 years	29 years
Years providing printing & distribution serv	25 years	33 years	Mail/distribution 4 years Printing 73 years	22 years	Over 20 years
Current clients w/ similar services	City of Saginaw City of Flint Automated Business Systems	City of Portage City of Birmingham City of Burton	University of Michigan City of Dearborn City of Westland	40 utility contracts Oakland County Drain Commission Semco Energy City of Lorain, OH	200 clients Chrysler Financial Blue Cross Blue Shield Jim Pylar
Client References	City of Saginaw-comm printing, tax forms, assmt notices, water bills City of St. Clair-envelopes, ltrhead, tax bills, water bills City of Port Huron-Water bills, Water shut-off notices, tax bills, checks, time cards, assmt notices, parking citation	Number of municipal clients- provide utility bill, tax bill, assmt notice, print and mail approx 150 statewide City of Warren City of Flint -AbnAmro Lock Box Cust City of Southfield City of Taylor Coco Cola Enterprises	Tier One Creative UM Medical School City of Westland UM LSA American Plastic Toys	Oakland County Drain Comm (8 yrs) Semco Energy (12 years) City of Loraine (1 yr) S Central Indiana Rural Electric Cooperative (10 yrs) City of Aspen, CO (6 yrs)	Chrysler Financial- print/mail mission critical docs, cert origin, cust accts Blue Cross Blue Shield-ins docs, explan of benefits, open enrollment Jim Pylar-print/mail payroll checks City of Detroit-property tax notices and revenue collections print and mail delinquent notices
Full Time/Part Time Employees	37 full time/2 part time	80 full time/9 part time	55 full time/2 part time	150 full time/30 part time	150 full time/50 part time
Zip+4 set up service	Yes	Yes	Yes with City providing 5 digit zip code	Yes	Yes
Separate Cost for Zip+4	No	Included in file processing charge	No	Monthly fee for latest CASS cert, address cleansing, del pt verif.	No
Updated Certificate	Yes	Every 60 days	Yes	Yes	Yes
Post Office used to deliver bills	Will drop off bills at main postal facility in Saginaw to be transported to RH distribution facility	Livonia Main	USPS, Royal Oak, MI	Royal Oak BMEU(bulk mail entry unit) in Troy, MI	At discretion of customer. Deliver to post offices all over the country

REQUEST FOR PROPOSALS FOR DESIGN, PRINTING AND DISTRIBUTION OF THE ROCHESTER HILLS WATER AND SEWER BILLS

PROPOSAL QUALIFICATIONS TABULATION

NAME ADDRESS	TBF Graphics/Digital Saginaw, MI	360 Services International Livonia, MI	University Lithographers, Inc. Ann Arbor, MI	Utilitec-An Ancor Company Troy, MI	Wolverine Solution Group Detroit, MI
Ability to meet processing and delivery specifications	Upon receipt of data in processing facility, bills will be produced and dropped off for distribution within 24 hours excluding weekends and holidays	60 hr turnaround over normal bus days w/ends & holidays excluded. Receipt of FTP file triggers alert data is ready; programming opens file, sorts, prepares, prints, prod samples run & sent to client for approval; job is put in production stream for printing & mail processing	Invoices, #9 and #10 envelopes need to be preprinting. After the datafile is received, can immediately begin processing invoices	Guarantee 24 hr turnaround as a standard	Rec & audit data, email receipt & record count, quality chk, mail file processing, data cleansing, autom qual, doc composition, summary report, digital printing for physical doc creation. For many customers 24 hrs. 60 hrs more than sufficient time.
Internet transfer of data	Data can be accepted in fixed length or delimited format plus xml	email or FTP. FTP preferred. Fox or delimited ASCII or print image ASCII preferred	Email or FTP; company would provide access to their site	Yes, data sent via secure FTP. Web-entable automated billing system (Utilitrax) can work with any format RH chooses	Yes, FTP, SFTP, encrypted email and VPN
Creating and printing barcode and OCR scan line	Yes	Yes	Yes, would be incorporated into the variable data	Yes	Yes
Lockbox Specifications	Yes	Already do for Flint & others	Yes	Yes	Yes
Subcontractors	No	Offset Printing of Bill Stock-Style Craft Printing, Canton, MI Manu of printing & envelopes- Western States Env Co, Toledo, OH	Variable data printer to imprint black simplex data and OCR bar code, fold and collate material.	No	No
Beneficial Options		Design consulting based on years of experience	Preprinted documents to meet 60 hr turnaround; Important prepaid postage is rec'd from City	Value added capabilities, project definition, project timeline Job tracking, spec bundling & handling, bill messaging, imaging, electr. bill presentation & payment	Solutions based company - will work to reduce costs & expedite process



REQUEST FOR PROPOSALS FOR DESIGN, PRINTING AND DISTRIBUTION OF THE ROCHESTER HILLS WATER AND SEWER BILLS

PROPOSAL QUALIFICATIONS TABULATION

NAME ADDRESS	TBF Graphics/Digital Saginaw, MI	360 Services International Livonia, MI	University Lithoprinters, Inc. Ann Arbor, MI	Utilitec-An Ancor Company Troy, MI	Wolverine Solution Group Detroit, MI
<b>COST PROPOSAL</b>					
Initial set up/design of bill layout	\$1,500	\$200-\$400	\$500	No Charge	\$0
Cost of Printing Each Bill			Based on annual printing - 150,000 yr	Bill & both envelopes printing	*Costs are firm for 3 years Includes printing and inserting
2008	0.07	0.034	0.062	0.11	0.055
2009	0.07	0.034	0.0635	0.114	0.055
2010	0.075	0.034	0.065	0.118	0.055
2011	0.075	0.034	0.0665	0.123	
2012	0.08	0.034	0.068	0.128	
Cost of Mailing (Zip+4)			\$545 one time set up fee, then per inv	Represents 4% increase *	Paid at actual
2008	.34/piece. Postage rates are subj to change at the discretion of the USPS	0.025	0.066	.312-.342	0.312
2009		0.025	0.0665	plus CASS cert, bar codes, postal	
2010		0.025	0.068	quals for lowest rate, DPV \$195/mo	
2011		0.025	0.069	plus if using indicia on env - \$350/	
2012		0.025	0.071	one time for metering head, yrly renewal \$175, artwork \$80	
Cost of Delivery to Post Office		9 Months:			
2008	Included		\$180 N/A		\$25.00 each
2009	Included		\$240 N/A		
2010	Included		\$240 N/A		
2011	Included		\$240 N/A		
2012	Included		\$240 N/A		
Cost for Insertions		No Folding Req'd/ Folding Req'd			Included with printing cost
2008	1 additional piece is included	\$1.00/ea \$5.00/ea	\$4/1000 pieces	\$.02/each	
2009	1 additional piece is included	\$1.00/ea \$5.00/ea	\$4/1000 pieces	\$.02/each	
2010	1 additional piece is included	\$1.00/ea \$5.00/ea	\$4/1000 pieces	\$.02/each	
2011	1 additional piece is included	\$1.00/ea \$5.00/ea	\$4/1000 pieces	\$.02/each	
2012	1 additional piece is included	\$1.00/ea \$5.00/ea	\$4/1000 pieces	\$.02/each	
Additional Services	Corporate indicia \$350.00	Data Processing			
2008	\$175.00	\$900/9 mos	Cost of pickup of additional inserts	Programming/ongoing support at	
2009	\$175.00		will depend on location to pick up	\$125/hour	
2010	\$175.00		from & bring to their facility.	Printing for insert-quoted as needed	
2011	\$175.00		Postate charges are additional and	Web-Enabled Automation Program-	
2012			must be prepaid	No Cost. Provides process status, elect confirmations of real bills in	

REQUEST FOR PROPOSALS FOR DESIGN, PRINTING AND DISTRIBUTION OF THE ROCHESTER HILLS WATER AND SEWER BILLS

PROPOSAL QUALIFICATIONS TABULATION

NAME ADDRESS	TBF Graphics/Digital Saginaw, MI	360 Services International Livonia, MI	University Lithoprinters, Inc. Ann Arbor, MI	Utilitec-An Ancor Company Troy, MI	Wolverine Solution Group Detroit, MI
	2008				
	2009				
	2010				
	2011				
	2012				
	2008				
	2009				
	2010				
	2011				
	2012				
Cost of Supplies					
Bills/Paper Stock		Actual increases only will apply			
	2008	\$2,250	\$1,555	\$1,275	*Paper pricing per PPI w/ each 10-pt 0.0171
	2009	\$2,250	5%	2%	increase/decrease 4% will be 3%
	2010	\$2,370	5%	2%	adjusted 3%
	2011	\$2,495	5%	2%	3%
	2012	\$2,625	5%	2%	3%
#9 Return Envelope					
	2008	\$2,550	\$2,993	\$2,732	0.0177
	2009	\$2,550	5%	2%	3%
	2010	\$2,685	5%	2%	3%
	2011	\$2,830	5%	2%	3%
	2012	\$2,980	5%	2%	3%
#10 Window Mailing Envelope					
	2008	\$3,300	\$3,488	\$3,040	0.0195
	2009	\$3,300	5%	2%	3%
	2010	\$3,475	5%	2%	3%
	2011	\$3,660	5%	2%	3%
	2012	\$3,850	5%	2%	3%
Sample Bills Submitted	Yes	Yes	Yes	Yes	Yes

NAME	Allied Mailing & Printing	A-1 Business Products	Centron Data Services, Inc	divdat	Lasertec, Inc.	
ADDRESS	Fenton, MI	Warren, MI	Norton Shores, MI	Ferndale, MI	Sterling Heights, MI	
<b>COST PROPOSAL</b>						
Initial set up/design of bill layout	\$200 if change in set-up		\$75.00	\$250.00	No Charge	No Charge-using existing format
Cost of Printing Each Bill						
2008	\$9,750	\$8,355	\$4,950	\$12,000	\$4,350	
2009	\$9,750	\$8,520	\$4,950	\$12,300	\$4,350	
2010	\$9,750	\$8,685	\$5,100	\$12,750	TBD	
2011	\$9,750	\$8,760	\$5,100	\$13,050	TBD	
2012	\$9,750	\$8,895	\$5,250	\$13,500	TBD	
Cost of Mailing (Zip+4)						
2008	Included above		\$6,750	\$4,500	1 ounce \$.312-\$.36-Presort 1st class	Equal to the postal 5 digit price
2009	Included above			\$4,500	At cost	Equal to the postal 5 digit price
2010	Included above			\$4,650	At cost	Equal to the postal 5 digit price
2011	Included above			\$4,650	At cost	Equal to the postal 5 digit price
2012	Included above			\$4,800	At cost	Equal to the postal 5 digit price
Cost of Delivery to Post Office						
2008	Included above	N/C		0	N/C	Included
2009	Included above	N/C		0	N/C	Included
2010	Included above	N/C		0	N/C	Included
2011	Included above	N/C		0	N/C	Included
2012	Included above	N/C		0	N/C	Included
Cost for Insertions						
2008	\$4,200	\$500	\$1,500	\$900	\$4,350	
2009	\$4,200	\$500	\$1,500	\$900	\$4,350	
2010	\$4,200	\$500	\$1,500	\$900	\$4,350	
2011	\$4,200	\$500	\$1,500	\$1,050	\$4,350	
2012	\$4,200	\$500	\$1,500	\$1,050	\$4,350	
		Any insert not mentioned in quote				
Bills/Paper Stock						
2008	\$5,700	\$2,772	\$2,550	\$2,850	\$3,127.50	
2009	\$5,700	\$2,827.44	\$2,626.50	\$3,021	\$3,283.88	
2010	\$5,700	\$2,937.42	\$2,731.56	\$3,202.26	\$3,448.07	
2011	\$5,700	\$3,084.29	\$2,840.82	\$3,394.40	\$3,620.47	
2012	\$5,700	\$3,284.77	\$2,954.46	\$3,598.06	\$3,801.50	
#9 Return Envelope						
2008	\$4,950	\$2,652	\$3,975	\$2,700	\$3,675	
2009	\$4,950	\$2,705.04	\$4,134	\$2,862	\$3,858.75	
2010	\$4,950	\$2,813.24	\$4,340.70	\$3,033.72	\$4,051.69	
2011	\$4,950	\$2,953.90	\$4,557.74	\$3,215.74	\$4,254.27	
2012	\$4,950	\$3,145.91	\$4,785.62	\$3,408.69	\$4,466.99	
#10 Window Mailing Envelope						
2008	\$5,250	\$2,940.00	\$4,425	\$3,450	\$4,867.50	
2009	\$5,250	\$2,998.80	\$4,602	\$3,657	\$5,110.88	
2010	\$5,250	\$3,118.75	\$4,832.10	\$3,876.42	\$5,366.42	
2011	\$5,250	\$3,274.69	\$5,073.71	\$4,109.01	\$5,634.74	
2012	\$5,250	\$3,487.54	\$5,327.39	\$4,355.55	\$5,916.48	
					Contingent on Paper Costs	
<b>TOTALS:</b>						
2008	\$29,850	\$23,469.00	\$21,900	\$21,900	\$20,370	
2009	\$29,850	\$23,801.28	\$22,312.50	\$22,740	\$20,953.51	
2010	\$29,850	\$24,304.41	\$23,154.36	\$23,762.40		
2011	\$29,850	\$24,822.88	\$23,722.27	\$24,819.15		
2012	\$29,850	\$25,563.22	\$24,617.47	\$25,912.30		
Total 5 years w/o postage	\$149,250	\$121,960.79	\$115,707	\$119,134		
1 years w/ postage at \$.312	\$46,800	\$46,800	\$46,800	\$46,800	\$46,800	
First Year W/ Set-Up	\$76,850	\$70,344	\$68,950	\$68,700	\$67,170	



NAME	HOV Services/Lason	Matrix Imaging Solutions	PSC Info Group	Smartbill Ltd	SourceLink Ohio LLC
ADDRESS	Livonia, MI	Sanborn, NY	Valley Forge, PA	Newark, Ohio	Miamisburg, OH
<b>COST PROPOSAL</b>					\$2,500
Initial set up/design of bill layout	\$250.00	\$350.00 (layout/programming)	N/C		
Cost of Printing Each Bill					
2008	\$9,300	\$4,875	\$4,500	\$3,000.00	\$7,500
2009	\$9,435	\$4,875	\$4,725.00	\$3,090.00	\$8,000
2010	\$9,585	\$5,070	\$4,961.25	\$3,182.70	\$8,500
2011	\$9,720	\$5,070	\$5,209.31	\$3,278.18	\$9,000
2012	\$9,870	\$5,280	\$5,469.78	\$3,376.53	\$9,500
Cost of Mailing (Zip+4)		Includes folding & insert env & bill			
2008	\$3,270	.312 - .36 per USPS	\$1,350.00	0.31	\$14,250
2009	\$3,315	.312 - .36 per USPS	\$1,417.50	To be validated w/ customer's data,	\$15,000
2010	\$3,375	.312 - .36 per USPS	\$1,488.38	Smartbill charges actual postage	\$16,500
2011	\$3,420	.312 - .36 per USPS	\$1,562.79		\$17,500
2012	\$3,465	.312 - .36 per USPS	\$1,640.93		\$18,500
Cost of Delivery to Post Office					
2008	N/C	N/C	\$1,500.00	N/C	N/C
2009	N/C	N/C	\$1,575.00	N/C	N/C
2010	N/C	N/C	\$1,653.75	N/C	N/C
2011	N/C	N/C	\$1,733.44	N/C	N/C
2012	N/C	N/C	\$1,823.26	N/C	N/C
Cost for Insertions		For Additional Inserts			
2008	\$1,095	\$6.25/1000	.05=8.5"x11" B/W simplex (1 side)	No additional charge for insertions.	\$6,000
2009	\$1,110	\$6.25/1000	.02-3 2/3x11" B/W simplex (1 side)	Only printing costs will apply	\$7,500
2010	\$1,125	\$6.50/1000			\$8,000
2011	\$1,140	\$6.50/1000			\$8,500
2012	\$1,155	\$6.75/1000			\$9,000
Cost of Supplies			USPS postage increases will be		
Bills/Paper Stock			applied		
2008	\$1,605	\$2,550	\$4,500	\$3,000	\$4,500
2009	\$1,699.20	\$2,550	\$4,725	\$3,090	\$4,657.50
2010	\$1,735.97	\$2,652	\$4,961.25	\$3,182.70	\$4,820.51
2011	\$1,788.05	\$2,758.08	\$5,209.31	\$3,278.18	\$4,989.23
2012	\$1,841.69	\$2,868.40	\$5,469.78	\$3,376.53	\$5,163.85
#9 Return Envelope					
2008	\$2,160.00	\$3,150	\$3,300	\$2,250	\$4,400
2009	\$2,246.40	\$3,150	\$3,465	\$2,317.50	\$4,554.00
2010	\$2,336.26	\$3,276	\$3,638.25	\$2,387.03	\$4,713.39
2011	\$2,406.34	\$3,407.04	\$3,820.16	\$2,458.64	\$4,878.36
2012	\$2,478.53	\$3,543.32	\$4,011.17	\$2,532.40	\$5,049.10
#10 Window Mailing Envelope					
2008	\$2,580.00	\$3,450	\$3,000	\$2,250	\$5,600
2009	\$2,683.20	\$3,450	\$3,150	\$2,317.50	\$5,796.00
2010	\$2,790.53	\$3,588	\$3,307.50	\$2,387.03	\$5,998.86
2011	\$2,874.24	\$3,731.52	\$3,472.88	\$2,458.64	\$6,208.82
2012	\$2,960.47	\$3,880.78	\$3,646.52	\$2,532.40	\$6,426.13
	Price Per Piece of bill including postage \$.467	Price per Mailed piece - .0935 exclusive of postage	Total per piece price is \$.045 includes 1st class presort postage		
<b>TOTALS:</b>					
2008	\$20,010.00	\$14,025	\$18,150.00	\$18,000.00	\$45,250.00
2009	\$20,458.80	\$14,025	\$19,057.50	\$18,540.00	\$45,507.50
2010	\$20,947.76	\$14,586	\$20,010.38	\$19,086.76	\$48,532.76
2011	\$21,349.53	\$14,966.64	\$21,007.89	\$19,670.46	\$51,076.41
2012	\$21,770.69	\$15,572.50	\$22,061.44	\$20,261.33	\$53,639.08
Total 5 years w/o postage	\$104,536.78	\$73,175	\$100,287.21	\$95,558.55	\$244,005.75
1 years w/ postage at \$.312		\$46,800		46,800	\$46,800
First Year W/ Set-Up	Proposed \$.467ea \$70,050	\$61,175	Proposed \$.045 ea \$67,500.00	\$64,800	\$94,550

NAME	TBF Graphics/Digital	360 Services International	University Lithoprinters, Inc.	Utilitec-An Ancor Company	Wolverine Solution Group
ADDRESS	Saginaw, MI	Livonia, MI	Ann Arbor, MI	Troy, MI	Detroit, MI
<b>COST PROPOSAL</b>					
Initial set up/design of bill layout	\$1,500	\$200-\$400	\$500	No Charge	\$0
Cost of Printing Each Bill				Bill & both envelopes printing	Includes printing and inserting
2008	\$10,500	\$5,100	\$9,300.00	\$17,250	\$8,250.00
2009	\$10,500	\$5,100	\$9,525.00	\$17,250	\$8,250.00
2010	\$11,250	\$5,100	\$9,750.00	\$17,940	\$8,250.00
2011	\$11,250	\$5,100	\$9,975.00	\$18,645	
2012	\$12,000	\$5,100	\$10,200.00	\$19,395	
Cost of Mailing (Zip+4)			\$545 one time set up fee, then per inv		Paid at actual
2008	.34/piece. Postage rates are subj to	\$3,750	\$9,900.00	.312-.342	0.312
2009	change at the discretion of the USPS	\$3,750	\$9,975.00		
2010	\$51,000	\$3,750	\$10,200.00		
2011		\$3,750	\$10,350.00		
2012		\$3,750	\$10,650.00		
Cost of Delivery to Post Office		9 Months:			
2008	Included	\$180	N/A		\$25/ea x 24 = \$600/yr
2009	Included	\$240	N/A		
2010	Included	\$240	N/A		
2011	Included	\$240	N/A		
2012	Included	\$240	N/A		
Cost for Insertions		No Folding Req'd/ Folding Req'd		Additional Inserts	Included with printing cost of insert
2008	1 additional piece is included	\$1.00/ea \$5.00/ea	\$600.00	\$.02/each	
2009	1 additional piece is included	\$1.00/ea \$5.00/ea	\$600.00	\$.02/each	
2010	1 additional piece is included	\$1.00/ea \$5.00/ea	\$600.00	\$.02/each	
2011	1 additional piece is included	\$1.00/ea \$5.00/ea	\$600.00	\$.02/each	
2012	1 additional piece is included	\$1.00/ea \$5.00/ea	\$600.00	\$.02/each	
		Add: \$1200/yr for data processing			
Cost of Supplies					
Bills/Paper Stock		Actual increases only will apply			
2008	\$2,250	\$1,555	\$1,275	*Paper pricing per PPI w/ each 10-pt	\$2,565.00
2009	\$2,250	\$1,632.75	\$1,300.50	increase/decrease 4% will be	\$2,641.95
2010	\$2,370	\$1,714.39	\$1,326.51	adjusted	\$2,721.21
2011	\$2,495	\$1,800.11	\$1,353.04		\$2,802.85
2012	\$2,625	\$1,890.11	\$1,380.10		\$2,886.93
#9 Return Envelope					
2008	\$2,550	\$2,993	\$2,732		\$2,655.00
2009	\$2,550	\$3,142.65	\$2,786.64		\$2,734.65
2010	\$2,685	\$3,299.78	\$2,842.37		\$2,816.69
2011	\$2,830	\$3,464.77	\$2,899.22		\$2,901.19
2012	\$2,980	\$3,638.01	\$2,957.20		\$2,988.23
#10 Window Mailing Envelope					
2008	\$3,300	\$3,488	\$3,040		\$2,925.00
2009	\$3,300	\$3,662.40	\$3,100.80		\$3,012.75
2010	\$3,475	\$3,845.52	\$3,162.82		\$3,103.13
2011	\$3,660	\$4,037.80	\$3,226.07		\$3,196.23
2012	\$3,850	\$4,239.69	\$3,290.59		\$3,292.11
<b>TOTALS:</b>					
2008	\$18,600.00	\$18,326.00	\$26,847.00	\$17,250.00	\$16,995.00
2009	\$18,600.00	\$18,727.80	\$27,287.94	\$17,250.00	\$17,239.35
2010	\$19,780.00	\$19,149.69	\$27,881.70	\$17,940.00	\$17,491.03
2011	\$20,235.00	\$19,592.68	\$28,403.33	\$18,645.00	
2012	\$21,455.00	\$20,057.81	\$29,077.89	\$19,395.00	
Total 5 years w/o postage	\$98,670.00	\$95,853.98	\$139,497.86	\$90,480.00	\$46,800
1 years w/ postage at \$.312	\$51,000.00	Postage @ \$.33 \$49,500	\$46,800	\$46,800	\$46,800
First Year W/ Set-Up	\$71,100.00	\$68,826.00	\$74,147	\$64,050.00	\$63,795.00