

Citywide Printing Services				
RFP-RH-18-005		Accuform Printing & Graphics, Inc.	Image Printing Inc.	The F.P. Horak Company
		7231 Southfield Rd.	1902 Crooks Rd.	1311 Straits Drive
		Detroit, MI 48228	Royal Oak, MI 48073	Bay City, MI 48706
		Proposed Price	Proposed Price	Proposed Price
Section 1				
Brochures & Inserts:				
a.	Van Hoosen Jones Stoney Creek Cemetery			
	Black plus four color, 2 sides			
	Lot 500	\$129.00	\$74.00	\$141.00
	Lot 1,000	\$198.00	\$148.00	\$216.00
	Lot 5,000	\$399.00	\$390.00	\$764.00
b.	Van Hoosen Jones Stoney Creek Cem. Insert			
	Black, 2 sides			
	Lot 500	\$35.00	\$39.00	\$88.00
	Lot 1,000	\$69.00	\$51.00	\$92.00
	Lot 5,000	\$199.00	\$169.00	\$135.00
c.	Rochester Hills Museum at Van Hoosen Farm			
	Black plus 4 colors, 2 sides			
	Lot 500	\$198.00	\$117.00	\$211.00
	Lot 1,000	\$295.00	\$227.00	\$280.25
	Lot 5,000	\$499.00	\$461.00	\$857.50
	Process used to create brochures	Offset	Offset	Offset or Digital depending on the item
Section 2				
Newsletters and Booklets:				
a.	Hills Herald or Van Hoosen Jones Stoney Creek Cemetery	#60 lb paper:	#70 lb paper:	
	Black plus four color, 2 sides			
	Lot 500	\$789.00	*see below	No Bid
	Lot 1,000	\$1,339.00	*see below	No Bid
	Lot 5,000	\$2,750.00	*see below	No Bid
	Lot 500 (20 / 24 / 28 / 32 pages)		\$392 / \$462 / \$532 / \$613	
	Lot 1,000 (20 / 24 / 28 / 32 pages)		\$790 / \$920 / \$1,050 / \$1,180	
	Lot 5,000 (20 / 24 / 28 / 32 pages)		\$4,110 / \$4,240 / \$4,370 / \$4,450	
	Black, 2 sides			
	Lot 500	\$425.00	*see below	No Bid
	Lot 1,000	\$729.00	*see below	No Bid
	Lot 5,000	\$1,899.00	*see below	No Bid
	Lot 500 (20 / 24 / 28 / 32 pages)		\$140 / \$160 / \$180 / \$200	
	Lot 1,000 (20 / 24 / 28 / 32 pages)		\$210 / \$230 / \$250 / \$270	
	Lot 5,000 (20 / 24 / 28 / 32 pages)		\$980 / \$1,000 / \$1,020 / \$1,040	
b.	Museum Visitor Newsletter			
	Black plus 4 colors, 2 sides			
	Lot 500	\$349.00	\$98.00	\$408.00
	Lot 1,000	\$598.00	\$167.00	\$715.00
	Lot 5,000	\$1,159.00	\$391.00	\$1,180.00
c.	Annual Water Quality Report			
	Black plus 4 colors, 2 sides			
	Lot 500	\$198.00	\$72.00	\$251.00
	Lot 1,000	\$298.00	\$117.00	\$401.00
	Lot 5,000	\$529.00	\$240.00	\$894.00
d.	Dashboard			
	Black plus four color, 2 sides			
	Lot 500	\$1,125.00	\$95.00	\$1,395.00
	Lot 1,000	\$1,900.00	\$165.00	\$2,186.00
	Lot 5,000	\$2,999.00	\$341.00	\$3,874.00
e.	Sponsorship Opportunity Guide			
	Black plus 4 colors, 2 sides			
	Lot 500	\$159.00	\$97.00	\$578.00
	Lot 1,000	\$299.00	\$178.00	\$667.00
	Lot 5,000	\$499.00	\$414.00	\$1,222.00
f.	Annual Financial Summary Report			
	Black plus 4 colors, 2 sides			
	Lot 500	\$989.00	\$127.00	\$1,164.25
	Lot 1,000	\$1,199.00	\$238.00	\$1,510.00
	Lot 5,000	\$2,250.00	\$517.00	\$2,656.50
g.	Tree Planting Guide & Tree Trimming Guide			
	Black plus 4 colors, 2 sides			
	Lot 500	\$159.00	\$68.00	\$154.00
	Lot 1,000	\$299.00	\$120.00	\$229.00
	Lot 5,000	\$499.00	\$306.00	\$672.00
h.	School Tour Handout			
	Black plus 4 colors, 2 sides			
	Lot 500	\$199.00	\$87.00	\$251.00
	Lot 1,000	\$369.00	\$165.00	\$401.00
	Lot 5,000	\$529.00	\$412.00	\$894.00
	Process used to create newsletters:	Offset	Offset	Offset or Digital depending on the item
Section 3				
Forms:				
a.	2 Part NCR			
	Black, one side Printing			
	Lot 500	\$104.00	\$50.00	\$95.60
	Lot 1,000	\$159.00	\$70.00	\$163.50
	Lot 5,000	\$459.00	\$190.00	\$500.00
	Black, two side printing			
	Lot 500	\$139.00	\$60.00	\$116.00
	Lot 1,000	\$188.00	\$80.00	\$204.00
	Lot 5,000	\$559.00	\$210.00	\$580.00
b.	3 Part NCR			
1	Size 8.5" x11" White, yellow, pink			
	Black, one side Printing			
	Lot 500	\$144.00	\$52.00	\$131.50
	Lot 1,000	\$239.00	\$82.00	\$224.00
	Lot 5,000	\$559.00	\$180.00	\$633.00
	Black, two side Printing			
	Lot 500	\$179.00	\$70.00	\$161.50
	Lot 1,000	\$278.00	\$88.00	\$272.00
	Lot 5,000	\$659.00	\$219.00	\$716.00
2	Size 5.5" x 8.5" White, yellow, pink			
	Black, one side Printing			

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	Lot 500	\$104.00	\$55.00	\$84.50
	Lot 1,000	\$159.00	\$75.00	\$138.00
	Lot 5,000	\$459.00	\$180.00	\$537.00
	Black, two side Printing			
	Lot 500	\$139.00	\$59.00	\$99.50
	Lot 1,000	\$188.00	\$81.00	\$168.00
	Lot 5,000	\$559.00	\$205.00	\$628.00
3	Size 4.25" x 11: White, yellow, pink			
	Black, one side Printing			
	Lot 500	\$104.00	\$60.00	\$84.50
	Lot 1,000	\$159.00	\$80.00	\$138.00
	Lot 5,000	\$459.00	\$250.00	\$537.00
	Black, two side Printing			
	Lot 500	\$139.00	\$74.00	\$99.50
	Lot 1,000	\$188.00	\$85.00	\$168.00
	Lot 5,000	\$559.00	\$280.00	\$628.00
c.	4 Part NCR:			
1	Size 8.5" x 11" White, yellow, pink, goldenrod			
	Black, one side Printing			
	Lot 500	\$189.00	\$69.00	\$218.00
	Lot 1,000	\$299.00	\$89.00	\$395.00
	Lot 5,000	\$999.00	\$340.00	\$728.00
	Black, two side Printing			
	Lot 500	\$234.00	\$75.00	\$258.00
	Lot 1,000	\$387.00	\$91.00	\$459.00
	Lot 5,000	\$1,200.00	\$309.00	\$772.00
2	Size 5.5" x 8.5" White, pink, yellow, blue			
	Black, one side Printing			
	Lot 500	\$239.00	\$70.00	\$100.00
	Lot 1,000	\$369.00	\$88.00	\$173.00
	Lot 5,000	\$999.00	\$289.00	\$662.00
	Black, two side Printing			
	Lot 500	\$234.00	\$79.00	\$120.00
	Lot 1,000	\$387.00	\$95.00	\$213.00
	Lot 5,000	\$1,200.00	\$259.00	\$711.00
	Section 4			
	"First Class Mail" Labels":			
	Lot 1,000	\$144.90	\$34.00	\$144.50
	Section 5			
	Property Tags:			
	Lot 250	\$69.00	\$31.00	No bid
	Lot 500	\$129.00	\$57.50	No bid
	Lot 1,000	\$239.00	\$103.00	No bid
	Section 6			
	Reflective Property Labels for Fire Dept.:			
	Roll 100	\$249.00	\$131.00	No bid
	Roll 300	\$329.00	\$150.00	No bid
	Roll 500	\$369.00	\$168.90	No bid
	Section 7			
	Bounded Books:			
	AFSCME, Local 2494			
	Lot 100	\$325.00	\$131.00	No Bid
	Lot 200	\$559.00	\$240.00	No Bid
	AFSCME, Local 1917.28			
	Lot 100	\$299.00	\$290.00	No Bid
	Lot 200	\$529.00	\$560.00	No Bid
	Section 8			
	Tabs:			
	13 tab total (7 bank)			
	Lot 100	\$639.00	\$85.00	No Bid
	Lot 500	\$1,549.00	\$390.00	No Bid
	13 tab total (6 bank)			
	Lot 100	\$599.00	\$75.00	No Bid
	Lot 500	\$1,489.00	\$350.00	No Bid
	Section 9			
	Door Hangers:			
	Lot 500	\$91.00	\$32.00	\$115.00
	Lot 1,000	\$128.00	\$41.00	\$143.00
	Lot 2,500	\$239.00	\$101.00	\$278.00
	Section 10			
	Letterhead:			
	City Hall Version			
	Lot 15,000	\$45.48	\$48.00	\$77.33
	Lot 25,000	\$38.12	\$42.00	\$58.60
	Lot 50,000	\$32.70	\$39.00	\$44.62
	Fire Department Version			
	Lot 5,000	\$82.59	\$67.00	\$161.60
	Lot 10,000	\$54.61	\$52.00	\$95.70
	Lot 20,000	\$40.88	\$46.00	\$64.65
	Section 11			
	Letterhead:			
	Museum			
	Lot 10,000	\$48.50	\$46.00	\$49.00
	Lot 20,000	\$42.90	\$41.00	\$39.30
	Section 12			
	Envelopes - Matching item 10:			
	City Hall Version			
	Lot 20,000	\$52.90	\$50.00	\$106.50
	Lot 35,000	\$49.00	\$49.00	\$91.66
	Fire Department Version			
	Lot 5,000	\$69.90	\$71.00	\$127.00
	Lot 10,000	\$58.90	\$61.00	\$111.50
	Oakland County Sheriff's Office Version			
	Lot 5,000	\$69.00	\$71.00	\$127.00
	Lot 10,000	\$58.90	\$61.00	\$111.50
	Section 13			
	Envelopes - Matching item 11:			

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Museum Version			
Lot 5,000	\$69.90	\$48.00	\$102.80
Lot 10,000	\$66.90	\$46.00	\$94.70
Section 14			
Envelopes Window:			
Lot 5,000	\$51.07	\$42.00	\$81.00
Lot 10,000	\$48.00	\$40.80	\$81.80
Section 15			
Routing Slips:			
Lot 500	\$609.00	\$250.00	\$515.25
Section 16			
Business Cards:			
Box of 500	\$24.00	\$42.00	\$74.00
Box of 75	\$12.00	\$39.00	\$41.00
Section 17			
Folded Info Card:			
Lot 5,000	\$58.00	\$57.00	\$189.00
Section 18			
Mayor's Card:			
Lot 1,000	\$128.00	\$150.00	\$262.00
Lot 2,500	\$76.00	\$298.00	\$175.00
Section 19			
Mayor's Envelopes:			
Lot 1,000	\$19.90	\$44.00	\$339.00
Lot 2,500	\$329.00	\$105.00	\$232.40
Section 20			
Museum's Donation Envelopes:			
Lot 1,000	\$129.00	\$41.00	\$258.00
Lot 2,500	\$200.00	\$97.00	\$193.60
Section 21			
Two Pocket Presentation Folder:			
Lot 1,000	\$949.00	\$860.00	\$1,099.00
Lot 5,000	\$2,498.00	\$2,500.00	\$408.20
Section 22			
Candy Bar Wrappers:			
Lot 1,000	\$98.00	\$31.00	No bid
Lot 5,000	\$239.00	\$140.00	No bid
Section 23			
City Logo Stickers:			
Lot 1,000	\$364.90	\$96.00	No bid
Lot 5,000	\$118.90	\$290.00	No bid
EXTRA COSTS:			
Stapling (per staple)	\$0.00	\$0.001	N/A
Padding (per _____)	\$10.00	\$0.01	\$0.18
Collating (per sheet)	\$0.00	n/c	\$0.03
Drilling (per _____)	\$10.00	.02 per 100	\$1.20 per 1000
Cut & Trim (per _____)	\$5.00	.01 per 1000	\$0.85 per 1000
Folding (per fold)	\$0.006	n/c	N/A
Shrink Wrap (per wrap)	\$0.15	\$0.02	\$0.25
Scoring/Perforation (per 100 sheets)	\$10.00	\$0.05	\$2.60
Plastic Comb Binding -1" (per comb)	\$0.50	\$0.02	\$1.35
Color Ink, Change (per change)	\$20.00	n/c	N/A
Premium chrg for emergency jobs (per job)	\$0.00	\$20.00	50% rush
Graphic Design Services (per hour)	\$50.00	\$30.00	\$95.00
Delivery of finished project:			
To various City Bldg Locat. (per delivery)	\$0.00	n/c	\$100.00
To other locations (per delivery)	\$0.00	n/c	\$10.00
Firm Established/years in business	1968	1998	1946
Type of Organization	Corporation	Corporation	Corporation
How many employees	18 full-time and 4 part-time	10 full-time and 5 part-time	122 full-time and 20 part-time
How many yrs. proving printing svcs?	50	20	72
Name of customer service rep:	Gail Johnson 313-271-5600 gailjohnson@accuform.net	Rod Prisbe 586-242-9399 rod@aioffice.com	Shaynie Feinauer 989-225-0044 sfeinauer@fphorak.com
List personnel responsible:	John D'Angelo- 16 yrs. Jeff Gatt - 7 yrs. Isabel Segura - 21 years	Rod Prisbe - 38 years Kat Tufts - 15 years Don Ederly - 43 years Jeff Lobo - 34 years	Shaynie Feinauer - 20 years Lowell Homeber - 29 years Darrin DeMott - 15 years
How many current clients:	Approximately 75. Total customer base is 5219.	49	700
References provided?	References Provided.	References Provided.	References Provided
Describe how the printing services of your firm address the needs of the City of RH	Has implemented for municipality clients on on-line order web to printing system free of charge. This eliminates human error for proofing is immediate on-line. Monthly reports are provided of inventory usage and order process detail.	They are a local business that is capable of fast turnarounds. They understand the needs of the City.	Is a full-service print and marketing solutions company that offers a variety of services Printed, fulfilled, mailed or embossed. Has invested in the equipment and technology needed to stay ahead.
Any subcontractors?	No, they are the manufacturer.	None used	None used.
If yes, identify			
Experience w/other customers for same type of services	Accuform has small to Fortune 500 companies. Municipalities require quicker turnaround and more detail in the order process.	Has 38 years of printing knowledge. From pre-press to press work. They have over 20 years of cost control/containment.	Has worked with many different communities that order the same type of products as the City.
Detail on invoice	Full Description, Quantity, Investment, P.O., Release		Order date, invoice date, ship date, quantity ordered and shipped, product description, job number, delivery charges, alteration charges, client name and addresses, delivery information, total charges.
Has a sample invoice been attached?	Yes	Yes	Yes
Equipment list:	List provided	List provided	List provided

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	Typical turnover time? Can a 24-hour turnaround time be met?	24 hour turnaround time can be met and is not unusual. Sales associates will need to be advised of the crucial delivery needed.	They can handle 24 and 48 hour turnaround.	Can provide 24 hour rush service with digitally printed products, if necessary. Offset print production requires more time. Anything pre-printed and stored can be released within 24 hours. Can also provide storefront solution to automate the print procurement process in order for quicker turn in times.
	Format preferred to receive projects:	Any format, most email or upload to their private secure online order website.	Preferred method for artwork files is email/EDS, Ipeg or PDF. They also accept artwork on discs.	Prefers to receive projects either through email or through their FTP site which can be accessed at fphorak.com in their customer center.
	Process to delivery/pick-up:	Accuform drivers and occasionally sales team deliver and pick up.	Their truck delivers all jobs. They also pickup same day for all rush orders.	Company Trucks will deliver completed projects and either the sales consultant or their truck can pick up work to be completed.
	List of other services	Graphics, signage, apparel, Ad Specialties, custom packaging, mailing and fulfillment.	Copy paper, toners, banners, signs and promotional products.	Digital, commercial, forms and large format printing, mailing services, graphic services, e-commerce Solutions, marketing services, custom publishing, promotional products, warehousing and fulfillment, packaging and email marketing.
	How are Vendor errors handled	The order will be replaced immediately.	No charge to the City, and 24 hour turnaround time.	Complaint will be entered, an outcome will be communicated to the City of Rochester Hills.
	How are City errors handled	Order will be replaced at Accuform's cost investment.	Errors would be reprinted at their paper cost only.	They will allow a 10% discount for any reprint if the error was on the part of the City.
	Will files be maintained to allow jobs to be reproduced as necessary: If yes, how long?	Indefinitely at this time.	All files will be maintained for 36 months.	Does not have a time limit on saving files. They save them indefinitely.
	Stock samples provided upon request?	Yes	Yes, next business day.	Can be provided upon request.
	Will written quotes be provided for each job submitted? What information provided in quote?	Yes, full detail of the project. Sample attached.	Yes, with delivery times, proofs, paper stock, ink colors and pricing.	Yes, quotes will be submitted for job. Information included on the quote, client name, address, estimate number, date submitted, product description including finish size, stock and finishing options, quantities quoted and price, delivery option, items they are expecting from client and the proofing options.
	? printing process(sheet feed or web press)	Digital, sheet and web	Sheet feed, offset, web and digital.	Will use the equipment that provides the most cost-effective solution, including their sheet fed, web, and digital press.
	Sample invoice provided?	Yes	Yes	Yes
	Sample of each item listed provided?	Yes	Yes	Yes
	Meet City Insurance requirements?	Yes	Yes	Yes
	Provided completed W-9?	No	Yes	Yes
	Acknowledge all freight resp of Vendor:	Yes	Yes	Yes
	Willing to extend to MITN Cooperative:	Yes	Yes	Yes
	Additional information:	Accuform is a green/chemical free/Soy based print manufacturer. All items recycled except for their water. Certified as follows "Small Business woman owned, Audit certification from Airport/Election/Gaming certified. They are the most rigorous certifications to achieve.	N/A	N/A