

BID TABULATION
IFB No. 2016-184, Tax Statement Preparation Mailing Services

Line #	Description	QTY	UOM	DMP BPO		InfoSend		VariVerge		QuestMark Information Management	
				Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended
1	front and back form, color printing on 24 lb. white paper(ink/paper color to be determined). Account History insert shall be included with the statement. The insert shall be 8.5" x 11" printed on both sides on white paper in black ink with information provided by the County. Vendor must convert a flat file, reformatting the file for a production file. All costs of programming must be included in the per statement price quoted. The statement number must also be converted to bar code and Optical Character Recognition (OCR) on the bottom portion of the statement. For proofing purposes Collin County requires the first 500 statements of residents whose last name start with the letters "M" and "B". There will be two (2) envelopes: •One (1) for sending statements and account history insert, #10 window envelope with printing on both sides. •One (1) for return, #9 non-standard envelope. TYPES OF MAILINGS: All line-item pricing shall include the printing of: statements (front & back), carrier envelopes, reply envelopes and letter inserts (print one sided) or account history inserts (front & back). It shall also include: data processing, image capturing on CD and microfiche, inserting letters, and delivery to U.S. Postal Service for one mailing. Please note quantities are approximate, vendor to invoice on actual number of statements.	363,864	each	\$0.097	\$35,294.808	\$0.1602	\$58,291.0128	\$0.1625	\$59,127.90	\$0.164	\$59,673.696
2	Line Item #2 - February Delinquent Mailing: print one sided on 20 lb. blue paper with black ink. Insert letter shall be included with the statement. The insert letter shall be 8.5" x 11" print one sided on white paper in black ink with information provided by the County. Vendor must convert a flat file, reformatting the file for a production file. All costs of programming must be included in the per statement price quoted. The statement number must be converted to bar code and Optical Character Recognition (OCR) on the bottom portion of the statement. There will be approximately 34,000 late notices. There will be two (2) envelopes: •One (1) for sending statements and letter insert, #10 window envelopes with printing on both sides. •One (1) for return, #9 non-standard envelope. TYPES OF MAILINGS: All line-item pricing shall include the printing of: statements (front & back), carrier envelopes, reply envelopes and letter inserts (print one sided) or account history inserts (front & back). It shall also include: data processing, image capturing on CD and microfiche, inserting letters, and delivery to U.S. Postal Service for one mailing. Please note quantities are approximate, vendor to invoice on actual number of statements.	34,000	each	\$0.081	\$2,754.000	\$0.1546	\$5,256.40	\$0.1567	\$5,327.80	\$0.173	\$5,882.00
3	Line Item #3 - May Delinquent Mailing: print one sided on 20 lb. pink paper with black ink. Insert letter shall be included with the statement. The insert letter shall be 8.5" x 11" print one sided on white paper in black ink with information provided by the County. Vendor must convert a flat file, reformatting the file for a production file. All costs of programming must be included in the per statement price quoted. The statement number must be converted to bar code and Optical Character Recognition (OCR) on the bottom portion of the statement. There will be approximately 18,000 late notices. There will be two (2) envelopes: •One (1) for sending statements and letter insert, #10 window envelopes with printing on both sides. •One (1) for return, #9 non-standard envelope. TYPES OF MAILINGS: All line-item pricing shall include the printing of: statements (front & back), carrier envelopes, reply envelopes and letter inserts (print one sided) or account history inserts (front & back). It shall also include: data processing, image capturing on CD and microfiche, inserting letters, and delivery to U.S. Postal Service for one mailing. Please note quantities are approximate, vendor to invoice on actual number of statements.	18,000	each	\$0.081	\$1,458.00	\$0.1546	\$2,782.80	\$0.16	\$2,880.00	\$0.171	\$3,078.00
4	Line Item #4 - July Attorney Letter: print one sided on 20lb. mint green paper with black ink. Letters will be printed and sent to County attorneys on an as needed basis (to be determined at a later date). No postage, envelopes or mailing of the letters are necessary for this line-item. The statement number must be converted to bar code and Optical Character Recognition (OCR) on the bottom portions of the statement. All letters are to be submitted to the County attorneys. There will be approximately 13,500 notices. TYPES OF MAILINGS: All line-item pricing shall include the printing of: statements (front & back), carrier envelopes, reply envelopes and letter inserts (print one sided) or account history inserts (front & back). It shall also include: data processing, image capturing on CD and microfiche, inserting letters, and delivery to U.S. Postal Service for one mailing. Please note quantities are approximate, vendor to invoice on actual number of statements.	13,500	each	\$0.047	\$634.50	\$0.1546	\$2,087.10	\$0.0815	\$1,100.25	\$0.03	\$405.00
	TOTAL OF ALL SERVICES (Line Items #1-#4)				\$40,141.308		\$68,417.3128		\$68,435.95		\$69,038.696