

APPENDIX 1

Service Description	2022 Cost	Key
Print/Mail Prep Service	\$ 0.053	
Data Processing	\$ 0.010	
8.5 x 11 Form	\$ 0.015	
Standard #10 Outgoing Envelope	\$ 0.020	
Standard #9 Return Envelope	\$ 0.017	
Utility Billing Statement - Total Base Cost	\$ 0.115	<i>Item 1</i>
Bundle Bill	No charge bundling bill statements	<i>Item 2</i>
Postage - Freight, Courier & Air Delivery	At cost per request	<i>Item 3</i>
USPS Postage	Pass-through	<i>Item 4</i>
Print Image Archive - 12 Months Retention	\$ 0.0075	<i>Item 5</i>
Oversized PDF surcharge	No surcharge	<i>Item 6</i>
Address Updates – per “hit” (address that gets updated) - NCOA	\$ 0.25	<i>Item 7</i>
Address Updates – per “hit” (address that gets updated) - ACS	\$ 0.25	<i>Item 7</i>
Netbill monthly maintenance	At quote	<i>Item 8</i>
Additional Impressions (8.5 x 11 Form + Print/Mail Prep Service)	\$ 0.0680	<i>Item 9</i>
Bill suppression	No charge	<i>Item 10</i>
9 x 12 Large Flat Outgoing Envelope	\$ 0.017	<i>Item 11+12</i>
Excess Pages Handwork Surcharge (per mail piece)	\$ 0.30	<i>Item 11+12</i>
Inserting Fee	\$0.0075	<i>Item 13</i>
Basic Set Up Fee	Waived	<i>Item 14</i>
Professional Services Rate (per hour)	\$ 125.00	<i>Item 15</i>
Minimum monthly charge	No Min charge	<i>Item 16</i>
Minimum daily processing/production fee	None per day	<i>Item 17</i>
Development, generation, printing, and mailing City refund checks	At quote per check	<i>Item 18</i>
Electronic Inserts	\$0.003	<i>No Change</i>
Per Email Fee	\$ 0.05	<i>No Change</i>
Monthly Support Fee	\$ -	<i>No Change</i>
Email eBilling Service Initial Set-up Cost	\$ -	<i>No Change</i>