

TNH014-2021 Printing and Mailing Newsletters			Graphic Image, Inc. 561 Boston Post Road Milford, CT 06460 203-877-8787 Randy Danenberg randy@graphicimage.net
Items 1a & 1b	General Town Letter Mailings (4 & 6 page)	Requirements	Price
	Est. Number of Annual Mailings	4 (subject to change)	
	Number of Pages in Mailings	4 -6 pages	
	Color/Black & White	Four Color Process 4/4	
	Size of Paper	8 1/2 x 11	
	Type of Paper	Gloss coated diamond text stock with gloss aqueous coating on both sides	
	Paper Stock lbs.	About 100 lbs	
	Qty.	Approximately 84,000 plus an additional 500 copies for the Town	
	Time Frame	10-day window from artwork to post office	
	Mailing	Approx. 84,000	
	Special Instructions	Vendor must trim to size, fold to 8 ½ x 11 & bundle in 50's for mailing. Vendor must be able to convert files for Each zip code within the Town of North Hempstead-list provided by vendor For usage. Prepare for separate drops To each of the Town's 17 separate Post office drops. Laser address postal Information, sort for Saturation mailing Rate using Presort Standard mail. Deliver To 17 separate locations within the Town For fastest delivery & deepest postage Discounts. Provide receipts from each post office location to confirm delivery.	
Item 1a	Total Cost for 4-page newsletter (each issue)	price is per 1 issue	\$,8961.00
Item 1b	Total Cost for 6-page newsletter (each issue)	price is per 1 issue	\$13,984.00

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Items 2a & 2b	Project Independence Newsletters (8 page)	Requirements	Price
	Est. Number of Annual Mailings	2-3	
	Likely April, August, December		
	Number of Pages in Mailings	8 pages	
	Color/Black &White	Four Color Process 4/4	
	Size of Paper	8 1/2 x 11	
	Type of Paper	White gloss text	
	Paper Stock lbs.	80 lb	
	Qty.	Approximately 65,000 to be mailed plus an 500 extra copies for the Town	
	Time Frame	10-day window from artwork to post office	
	Mailing	Approx. 65,000 pieces. Number can change as we add new seniors who are not getting the newsletter. An updated mailing list will be provided in the first quarter of 2022.	
	Special Instructions	Vendor must saddle stitch pages into Book-final book trim to 8 ½ x 11 & Prepare for mailing. Provide updates to List as per client as per request during Calendar year. Each mailing prepare file for Presort Standard mailing-usage. Prepare for Separate drops to each of the Towns 17 Separate post office drops. Laser address Postal information, sort for ECRWSS Rate where applicable using presort Standard mail. Deliver to all post offices within the Town of North Hempstead For fastest delivery & deepest postage Discounts.	
Item 2a	Total Cost (for up to 65,000 pieces)	price is per 1 issue	\$12,590.00
Item 2b	Cost for every additional 1,000 pieces above 65,000		\$157.00