



Office of the Town Clerk
Diane M. Wilhelm

Registrar of Vital Statistics

Records Management Officer

Marriage Officer

TO: Supervisor Walter, Councilpersons Dunleavy, Wooten, Gabrielsen, Giglio,
Maryann Tague, Recreation

FROM: Julie O'Neill, Deputy Town Clerk

DATE: December 12, 2014

RE: Open Bid Report for Recreation Brochure

**7 bids were received and opened on December 12, 2014 at 2:05pm:
See attached**

**All Island Media
1 Rodeo Dr
Edgewood NY 11717**

**Morris Graphics Inc
660 N Broad St
Woodbury NJ 08096**

**Courier Printing Corp
24 Laurel Bank Avenue
Deposit NY 13754
607 467-2191**

**Neoprint Inc
11 Alpha Rd
Chelmsford MA 01824**

**GBV Printing Services
44 Drexil Dr
Bay Shore NY 11706**

**Graphic Image
561 Boston Post Rd
Milford CT 06460**

**Horizon Concepts
2704 Grand Avenue, Suite 7
Bellmore NY 11710**

Pricing and Options Available:

Option 1 exact to bid specification pricing 6.5x9.5 60lb Opaque-Offset 2 color

Spring/Summer- 50 pages 2 color interior plus 4 page 4 color 80lb gloss cover wrap saddle bound \$15,916.12

Each Additional 4 pages \$1280 p/4

Each Additional Copy over 22000 \$.324 p/c

Fall- 32pages 2 color interior plus 4 page 4 color 80lb gloss cover wrap saddle bound \$ 12374.12

Each Additional 4 pages \$1563.48 p/4

Each Additional Copy over 22000 \$.227 p/c

Includes: Art Design & Proof Reading, Mail Prep, Postal Paperwork, & Delivery to Post office

Helpful Note: The towns postage estimation for Saturation-DDU distribution is \$156.00 per thousand if single piece weight is 3.3oz or less, if over 3.3oz the mailing will be piece and lb rate DDU Saturation at .079 per piece and .375 per lb for mailing for in which is not included the bid specs or in the above printing and mail prep quote and would be directly paid from The Town of Riverhead's Postage account at the permit holding post office Permit #102.

(Additional alternative options continued on following pages)

“EXCEPTIONS TO THE SPECIFICATIONS”

Alternate non- mailing option: This option would reduce the town of Riverheads usps mailing costs by **inserting** the Fall & Spring /Summer Brochures into our 100% mailed and saturated Pennysaver Town Criers to the Riverhead Township zips provided to us. In this option the Town would incur no mailing costs and our publication would absorb the mailing costs allowing us to offer a substantial savings for The Town of Riverhead.

Option #2 Alternative specification pricing for print and distribution within our Pennysaver saturation mailed product 7.5x10.5 45lb premium 80 High brite with 80lb coated covers (see attached samples marked as option #2)

50+ 4-Spring \$ **Total \$ 12335.26**

Each Additional 4 pages \$ 869.00

Each Additional Copy over 22000 \$.24 p/c

32+4-Fall \$ **Total \$ 11312.04**

Each Additional 4 pages \$ 1125.11

Each Additional Copy over 22000 \$.33 p/c

Includes: Art Design & Proof Reading

Insertion & Distribution into our publication as the mailing vehicle @ \$111.00 per thousand **included** in boxed total above (opposed to \$156.00 per thousand direct mailing at USPS which is not factored into your bid specs but would be a cost to the Town for this brochure)

See attached demonstrative examples attached - Pricing includes your choice of either full 4 color process or your original specifications 2 color throughout printing.

Option #3 Alternative specification pricing for print and original mail prep bid specs 7.5x10.5 45lb premium 80 High brite with 80lb coated covers (print specs would be identical to Option #2)

50+ 4-Spring \$ 10,201.27

Each Additional 4 pages \$ \$869.00

Each Additional Copy over 22000 \$.24p/c

32+4-Fall \$ 9225.52

Each Additional 4 pages \$ 1125.11

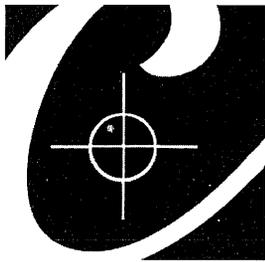
Each Additional Copy over 22000 \$.33 p/c

Includes: Art Design & Proof Reading, Mail Prep, Postal Paperwork, & delivery to Post office

Helpful Note: The Towns postage estimation for Saturation- DDU distribution is \$156.00 per thousand if single piece weight is 3.3oz or less, if over 3.3oz the mailing will be piece and lb rate DDU Saturation at

All Island

.079 per piece and .375 per lb for mailing for in which is not included the bid specs or in the above printing and mail prep quote and would be directly paid from The Town of Riverhead's Postage account at the permit holding post office Permit #102.



Courier Printing Corporation

24 Laurel Bank Ave. / Deposit, New York 13754 / Phone: 607-467-2191 • Fax: 607-467-5330

November 20, 2014

Town of Riverhead
Town Clerk
200 Howell Ave
Riverhead, NY 11901

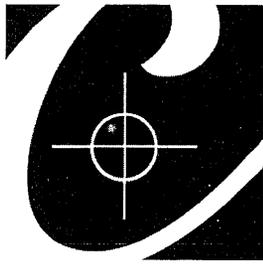
Based on the specifications provided by you, we are pleased to submit the following quote:

DESCRIPTION:		
Recreation Brochures – 2014-2015		
QUANTITY:	SIZE:	NO. OF PAGES:
22,000	6.5 x 9.5	52 Plus Cover (Must be in 4 page increments)
STOCK: 60# White Offset / 80# White Gloss Cover		
COLOR OF INK: 2/2 Text & 4/2 Cover		
ARTWORK:	COMPOSITION:	
Full Art & Design to be done by Courier Printing		
HALFTONE SCREENING:		
BINDING: Cut, Fold, Saddle Stitch, Mail Preparation as specified, & Pack balance in Cartons		
PRICE:		
22,000 Copies - \$10,230.00 Each Additional 1,000 - \$369.00/M		
Additional 4 Page Signatures - \$750.00 Each		
REMARKS:		

Price does include delivery. Thank you for the opportunity to quote.

Sincerely,

Stacey Hanrahan
Sales Estimator



Courier Printing Corporation

24 Laurel Bank Ave. / Deposit, New York 13754 / Phone: 607-467-2191 • Fax: 607-467-5330

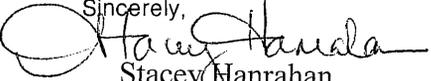
November 20, 2014

Town of Riverhead
Town Clerk
200 Howell Ave
Riverhead, NY 11901

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QUANTITY:	SIZE:	NO. OF PAGES:
22,000	6.5 x 9.5	32 Plus Cover
STOCK: 60# White Offset / 80# White Gloss Cover		
COLOR OF INK: 2/2 Text & 4/2 Cover		
ARTWORK:	COMPOSITION:	
Full Art & Design to be done by Courier Printing		
HALFTONE SCREENING:		
BINDING: Cut, Fold, Saddle Stitch, Mail Preparation as specified, & Pack balance in Cartons		
PRICE: 22,000 Copies - \$7,390.00 Each Additional 1,000 - \$264.00/M Additional 4 Page Signatures - \$750.00 Each		
REMARKS:		

Price does include delivery. Thank you for the opportunity to quote.

Sincerely,

Stacey Hanrahan
Sales Estimator

Quotation

No: 43350

Date: 12/02/14

MARY ANN TAGUE
TOWN OF RIVERHEAD LONG ISLAND
200 HOWELL AVE
RIVERHEAD NY 11901

Ship To:

< Same as Bill To >

Acct.No	Ordered by	Phone	P.O. No	Prepared by	Sales Rep	Ship Via
2045	MARY ANN TAGUE			Gary	Gary Gingo	Van
Quantity	Description			Unit Price	Price	
	RECREATION DEPT. BROCHURES					
22,000	SPRING/SUMMER BROCHURE - (48 PAGES TEXT & COVER) (24 orig) Paper Offset 60# Offset - White 6.5 x 9.5 Print 2 Colors / 2 Colors			725.00/M	15,950.00	
22,000	SPRING/SUMMER BROCHURE - (ADDITIONAL 4 PAGES TEXT) (2 orig) Paper Offset 60# Offset - White 6.5 x 9.5 Print 2 Colors / 2 Colors			59.00/M	1,298.00	
1	SPRING/SUMMER BROCHURE - (EACH ADDITIONAL COPY) Paper Offset 60# Offset - White 13 x 9.5 Print 2 Colors / 2 Colors			0.7000/Ea	0.70	
22,000	FALL BROCHURE - (32 PAGES TEXT & COVER) (16 orig) Paper Offset 60# Offset - White 6.5 x 9.5 Print 2 Colors / 2 Colors			560.00/M	12,320.00	
22,000	FALL BROCHURE (ADDITIONAL 4 PAGES TEXT) (2 orig) Paper Offset 60# Offset - White 6.5 x 9.5 Print 2 Colors / 2 Colors			59.00/M	1,298.00	
<i>PAGE COUNTS (SIGNATURES) MUST BE IN MULTIPLES OF 4 PAGES EACH</i>						



GBV PRINTING SERVICES

PPM COMMUNICATION GROUP · 44 DREXEL DRIVE · BAY SHORE NY 11706 · (631) 231-7300



561 Boston Post Rd
 Milford, CT 06460
 Phone (203) 877-8787
 Fax (203) 877-8237
<http://www.graphicimage.net/>

Quotation 5118

To: Riverhead Town of - Recreation
 200 Howell Avenue
 Riverhead, NY 11901-2596
 ATTN: Sean M. Walter
 Phone (631) 727-3200

Date: 12/09/2014

Estimator: Jose Ortiz

Quote Requested

Description	Recreation Brochures	
	60# offset opaque with 80# gloss cover	
	Quantity	Price
Spring/Summer	22,000	\$10,880.00 (+4 pages add \$710.00)
Fall/Winter	22,000	\$8,320.00 (+4 pages add \$540.00)
	Option: 50# offset opaque with 80# gloss cover	
Spring/Summer	22,000	\$9,380.00 (+4 pages add \$880.00)
Fall/Winter	22,000	\$7,480.00 (+4 pages add \$700.00)
	Prices include design, print, mail prep & delivery to the Riverhead Post Office & Recreation Center Postage not included	

TRIM SIZE: 6 1/2 x 9 1/2

OF PAGES: 48 text plus 4 cover & 32 text plus 4 cover

PAPER:

INK/BLEED: Cover: 4 color process (4/4) w/bleeds Text: black & 1 PMS (2/2)

PREPARATION: Compatible software or hi-res single page PDF's with all fonts, art and bleeds linked ready for hi-res output
Non-supported software subject to conversion cost, file assistance additional

PROOF: Digital Contract Proof for release

BINDING: Fold, collate, saddle stitch and trim to size

FINISHING: CASS, presort, sort tray & USPS prep

DELIVERY: FOB Riverhead, NY - Post Office & Recreation Center

SCHEDULE: For Spring/Summer & Fall/Winter

TERMS & CONDITIONS: Please allow for overs, corrections after contract proof are chargeable



PROJECT QUOTE

2704 Grand Ave. / Suite 7 / Bellmore, NY 11710
516.695.7740
Email: horizonconcepts1@hotmail.com

Date: 12/3/14
Submitted To:

Salesperson

Town of Riverhead
 Riverhead, NY

DESCRIPTION	QT.	AMOUNT
Spring/Summer 6.5 x 9.5 saddle stitched (50) Pages, (2) colors throughout on 60 lb. opaque offset; Four page cover printed in full color on 80 lb. gloss stock; Price to include mail prep and delivery to the Riverhead post office and Recreation Office; <u>Full art and design done by the vendor, including proofreading and no additional charge for art corrections or changes. Machine Fed.</u>	54 pg	750.00
<u>Separate price for each (4) page addition beyond (50)</u>	add 4 pg	445.00.
Complete cost for print and mail prep	22,000	9643.00
<u>Separate price for each additional copy beyond the 22,000</u>	1	.35
Fall: 6.5 x 9.5 saddle stitched (32) Pages, (2) colors throughout on 60 lbs. opaque offset; Four page cover printed in full color on 80 lb. gloss cover stock. Price to include mail prep and delivery to the Riverhead post office and Recreation office. <u>Full art and design done by vendor, including proofreading and no additional charges for art corrections or changes. Machine Fed.</u>	36 pg	540.00
<u>Separate price for each (4) page addition beyond (32).</u>	add 4 pg	507.00
Complete cost for print and mail prep	22,000	7350.00

Prices effective for 30 days from date of quote. All pricing is estimated. Additional charges may be incurred due to changes in size, location, degree of difficulty, etc. 50% deposit required for first time customers, balance upon completion.
 Prices shown do not include taxes or shipping unless noted.

Quotation



660 N Broad St. • Woodbury, NJ 08096-1708
phone: 856-845-4980 • fax: 856-853-5787
<http://www.morrisgraphics.com/>

Date: December 3, 2014
Terms: 1% 15 Days, Net 30
 x delivered price
 price does **not** include delivery
*Pricing does **not** include any applicable sales tax, which must be added to prices*

To: Town of Riverhead
200 Howell Ave
Riverhead, NY 11901

We are pleased to quote as follows:

Recreation Brochures

6.5" x 9.5" folded page trim size.

Client to provide copy and any photos.

Morris will provide design & typesetting, and show a PDF proof for approval.

We will make any corrections requested by client at no additional cost.

Text prints 2-color throughout.

Spring/Summer is 48 pages text + 2 pages for inside front & inside back covers, plus front cover and back cover.

Fall is 32 pages text plus 4-page cover.

We supply 60lb. opaque offset for text.

Cover prints 4-color process on our 80lb. gloss cover paper.

Saddle stitch bind, trim flush.

We prepare mailing for Presorted Standard ECRWSS saturated mailing.

Delivery to Post Office and Recreation Department is included.

PRICES:

Prepress, printing, paper, bindery, mail preparation and delivery

Spring/Summer

22,000	\$13,370.00
Additional 1000's	\$474.00
Additional 4 pages, 22000	\$1,272.00
Additional 4 pages, additional 1,000's	\$37.00

Fall

22,000	\$9,960.00
Additional 1000's	\$379.00
Additional 4 pages, 22000	\$1,272.00
Additional 4 pages, additional 1,000's	\$37.00

Quote by:


Jeff Morris

Morris Graphics Inc.

Accepted by: _____

Date: _____

TOWN OF RIVERHEAD BROCHURE SPECIFICATIONS

(3) Brochure Annually:

- Spring/Summer
- Fall/Winter

Spring/Summer

6.5 x 9.5 saddle stitched
 52 ~~50~~ Pages, (2) colors throughout on 60 lb. opaque offset;
 Four page cover printed in full color on 80 lb. gloss stock;
 Price to include mail prep and delivery to the Riverhead post office and Recreation Office;
 Full art and design done by the vendor, including proofreading and no additional charge for art corrections or changes. Machine Fed.

Separate price for each (4) page addition beyond ⁵²~~(50)~~. ~~MP~~ \$1050.00

22,000 copies (52 pages + cover): \$10,846 or \$0.493/unit

Separate price for each additional copy beyond the 22,000 (52 pages + cover): \$0.468/unit

Fall:

6.5 x 9.5 saddle stitched
 (32) Pages, (2) colors throughout on 60 lbs. opaque offset;
 Four page cover printed in full color on 80 lb. gloss cover stock.
 Price to include mail prep and delivery to the Riverhead post office and Recreation office.
 Full art and design done by vendor, including proofreading and no additional charges for art corrections or changes. Machine Fed.

Separate price for each (4) page addition beyond (32). : \$ 975.00

~~MP~~ 22,000 copies (32 pages + Cover): \$ 6380 or \$0.29/unit
 separate price for each (4) page additional copy beyond the 22,000: \$0.265/unit

ATTACH A SEPARATE PAGE WITH PRICING INDICATED ON SAME WITH ANY EXCEPTIONS OR ADDITIONAL INFORMATION.

Please use this page as official price sheet.