

INFOSEND PRINT AND DISTRIBUTION SERVICES  
EXHIBIT A- PRICING SCHEDULE

Document Services and Materials Summary	2025 Unit Cost*	CPI 2.93%	2026 InfoSend Unit Cost
Utility Bills, Delinquent Notices, Final Delinquent Notices (standard paper stock, outbound envelope, return envelope, 3/3 print)	\$0.15	\$0.0044	\$0.1544
Utility New Customer Letter (standard paper stock, outbound envelope, 3/3 print)	\$0.12	\$0.0035	\$0.1235
Business License and Tobacco Retail License Certificates (perforated certificate form, outbound envelope, 4/4 print)	\$0.19	\$0.0056	\$0.1956
Business License Renewals, Delinquent Notices (standard paper stock, outbound envelope, return envelope, 4/4 print)	\$0.15	\$0.0044	\$0.1544
Business License Enforcement Letters (standard paper stock, outbound envelope, 3/3 print)	\$0.12	\$0.0035	\$0.1235
Accounts Receivable Statements (standard paper stock, outbound envelope, return envelope, 4/4 print, FDT)	\$0.16	\$0.0047	\$0.1647

\*Typical document service and materials cost per unit based on current document specifications and unit cost tables below. Additional charges, as defined below, may apply (i.e. inserts, batch fees, return mail, etc.).

OCE Invoice-OEC, OED, OCN, OEP, OC1, OC6	2025 Unit Cost	CPI 2.93%	2026 InfoSend Unit Cost
Data Processing/Mail Prep	0.007	\$0.0002	\$0.0072
Printing & Mailing Service	0.077	\$0.0023	\$0.0793
Standard Paper Stock	0.017	\$0.0005	\$0.0175
#10 Outgoing Envelope	0.026	\$0.0008	\$0.0268
#9 Return Envelope	0.022	\$0.0006	\$0.0226
Total	14.9	\$0.4366	\$15.34

OCT Invoice OCT, OCW, OCV, OCY	2025 Unit Cost	CPI 2.93%	2026 InfoSend Unit Cost
Data Processing/Mail Prep	0.007	\$0.0002	\$0.0072
Printing & Mailing Service	0.077	\$0.0023	\$0.0793
Standard Paper Stock	0.017	\$0.0005	\$0.0175
#10 Outgoing Envelope	0.026	\$0.0008	\$0.0268
#9 Return Envelope	0.022	\$0.0006	\$0.0226
Total	14.9	\$0.4366	\$15.34

OCU: Certified Mail Program	2025 Unit Cost	CPI 2.93%	2026 InfoSend Unit Cost
Data Processing/Mail Prep	0.007	\$0.0002	\$0.0072
Printing & Mailing Service	0.085	\$0.0025	\$0.0875
Certificate Form	0.077	\$0.0000	\$0.0770
#10 Outgoing Envelope	0.026	\$0.0000	\$0.0260
#9 Return Envelope	0.022	\$0.0000	\$0.0220
Total	0.2170	\$0.0064	\$0.2234

Services/Postage	2025 Unit Cost	CPI 2.93%	2026 InfoSend Unit Cost
Data Processing Fee (per document)	\$0.007	\$0.000	\$0.0072

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Print Color Options (colors per side); up to 3/3 printing	\$0.077	\$0.002	\$0.0793
Print Color Options (colors per side); up to 4/4 printing	\$0.085	\$0.002	\$0.0875
Batch Fee (per mailing batch under 200 mail pieces) **	\$15.00	\$0.000	\$15.000
Excess Pages Handwork Surcharge (per mail piece)	\$0.350	\$0.010	\$0.3603
Address Updates - NCOA, ACS	\$0.370	\$0.011	\$0.3808
Insert - InfoSend Produced	quoted*		quoted*
Insert - Envelope Messaging (Snipes)	quoted*		quoted*
Inserting Fee (per insert)	\$0.012	\$0.000	\$0.0124
Final Doc Transfer (FDT) - per image InfoSend Batch File	\$0.012	\$0.000	\$0.0124
USPS Postage	Pass-through		Pass-through

\* Quoted based on specification \*\*No change

Materials	2025 Unit Cost	CPI 2.93%	2026 InfoSend Unit Cost
Standard Paper Stock (per sheet)	\$0.017	\$0.0005	\$0.0175
Certificate Form – 90# White with Perforation *	\$0.077	\$0.0023	\$0.0793
Outgoing Flat Envelope – used for mail pieces with excess pages *	\$0.190	\$0.0056	\$0.1956

\* Difference due to rounding, 2026 InfoSend cost will be the cost billed to City.

Materials	2025 Unit Cost	CPI 2.93%	2026 InfoSend Unit Cost
Standard Outgoing #10 Envelope	\$0.026	\$0.001	\$0.0268
Standard Return #9 Envelope	\$0.022	\$0.001	\$0.0226