



**INTERAGENCY AGREEMENT
FOR PRINT SERVICES**

Attachment 7

PRODUCT: CARBONLESS FORMS, NON-STANDARD

PROVIDER: OREGON CORRECTIONS ENTERPRISES

CONTACT: Jeff Tuttle, OCE Inside Sales Representative
Telephone: 1-800-776-7712
Fax: (503) 378-3871
Email: jtuttle@oregoncorrectionsenterprises.com

MAILING ADDRESS: Oregon Corrections Enterprises
Attn: OCE Inside Sales Group
P.O. Box 12849
Salem, OR 97306

PRICE: REFER TO ATTACHED PRICING SCHEDULE

PAYMENT TERMS: NET 30 DAYS

SHIPPING: United Parcel Service, State Shuttle or OCE Truck

DAYS REQUIRED FOR DELIVERY: REFER TO DELIVERY SCHEDULE

TRANSPORTATION CHARGES: REFER TO DELIVERY SCHEDULE

MINIMUM ORDER: 250 EACH

Authority Initials _____
Authority Initials _____
Authority Initials _____

Authority Initials _____
OCE Initials _____



**INTERAGENCY AGREEMENT
FOR PRINT SERVICES**

**Attachment 7
CARBONLESS FORMS, NON-STANDARD**

2. Ordering Instructions: (Please also refer to general instructions in Exhibit A):

1.2 Clean, black-on-white hard copy original can be supplied with order or OCE can typeset. Electronic files are accepted in Portable Document Format (PDF). Camera-ready copy will be returned to Customer upon completion of order. Proofs available as faxed laser (hard copy) or emailed to Customer in PDF. Customer is required to approve and return proof within twenty-four (24) hours of receipt.

2. Pricing:

1.2 Pricing for 8.5 x 5.5" Non Standard Carbonless Forms is as follows:

Quantity	250	500	750	1000	1500	2000	2500	3000	3500	4000	4500	5000
2-Part	32.45	48.18	63.03	79.66	107.18	134.70	150.74	175.10	200.49	216.25	240.80	265.12
3-Part	37.06	63.88	90.73	117.55	154.73	192.14	211.78	246.21	280.63	301.92	335.92	367.92
4-Part	48.71	84.07	119.44	154.36	198.63	242.48	264.29	304.77	345.17	369.59	408.36	447.21
5-Part	68.44	115.93	163.43	210.94	304.47	398.01	453.75	539.81	626.45	719.04	848.61	970.31

2.2 Pricing for 8.5" x 11" Non Standard Carbonless Forms is as follows:

Quantity	250	500	750	1000	1500	2000	2500	3000	3500	4000	4500	5000
2-Part	56.43	83.81	111.17	138.56	186.40	234.25	260.58	304.53	348.67	392.45	437.00	461.10
3-Part	64.45	111.12	157.78	204.46	269.11	334.16	368.33	428.20	488.06	547.92	607.79	639.84
4-Part	84.73	146.22	207.71	268.45	345.45	421.70	459.63	530.03	600.31	670.70	741.08	777.75
5-Part	119.03	201.63	284.23	366.83	529.53	692.20	789.13	938.80	1,089.48	1,304.89	1,389.83	1,475.85

2.3 Pricing for 8.5" x 14" Non-Standard Carbonless Forms is as Follows:

Quantity	250	500	750	1000	1500	2000	2500	3000	3500	4000	4500	5000
2-Part	70.55	104.77	138.96	173.21	233.00	292.80	352.88	412.36	472.16	531.43	591.76	651.56
3-Part	80.56	138.89	197.22	255.57	336.48	417.70	487.53	579.84	660.92	741.98	823.05	904.13
4-Part	105.91	182.77	259.65	335.57	431.81	527.23	622.42	717.75	812.89	908.25	1,003.55	1,099.00
5-Part	148.79	252.05	355.30	458.55	661.91	865.26	1,068.60	1,271.28	1,475.35	1,767.05	1,882.05	2,085.45

Authority Initials _____
 Authority Initials _____
 Authority Initials _____

Authority Initials _____
 OCE Initials _____

2.4 ADDITIONAL CHARGES:

Typesetting Charge.....	\$28.00 per form or \$5.65 for 1 line
Colored ink	\$22.00 flat fee
Printing Backer (30% Screened).....	Add 25% to matrix
Graphic Design Services.....	\$28.00 per hour
Rush Delivery (ship in 5 working days).....	Add 20% to pricing matrix
Shipping.....	Standard State Shuttle Rates or UPS
Padding to Chipboard Backer:.....	25 sets per pad is \$.56/pad 50 sets per pad is \$.39/pad
Numbered Forms: Flat set up fee of \$11.25 plus:.....	250 sets or less - \$20.00 251 sets to 500 - \$22.00 501 sets to 1,000 -\$22.00 Over 1,000 sets - \$18.00 per 1,000
Drilling: Flat set up fee of \$3.38 plus:.....	2 Hole Drill is \$.45 per 100 sets 3 Hole Drill is \$.45 per 100 sets 5 Hole Drill is \$.90 per 100 sets
Shrink Wrapping:.....	25 sets per package is \$.50 each 50 sets per package is \$.50 each 100 sets per package is \$1.00

each

3. Delivery:

3.1 OCE shall ship to Customer within ten (10) working days from receipt of order.

3.2 Rush Delivery & Fee: Shipment is five (5) working days from receipt of order, add 20% to pricing matrix.

3.3 All orders are shipped United Parcel Service (UPS) or, if for delivery to a State Agency, by State Shuttle or OCE Truck to a single address depending on location/region. This applies to any single Printing Order, Purchase Order, Contract Release Order, or request submitted on Customer letterhead. Shipping charges if applicable will be listed on Customer Invoice.

4. Product General Specifications: The following specifications shall apply to all orders:

- 4.1 Ink: All forms will be printed in black ink unless customer specifies otherwise. Pantone® color inks are available, charge is a flat fee of \$22.00. Pantone® metallic ink colors are not recommended.
- 4.3 Paper: Good quality black image carbonless paper will be used in standard weights available in coated back, coated front and back, and coated front. Stock colors are white, canary, pink, green, blue and goldenrod.
- 4.3 Paper Sequence: Any collated sequence in the following colors: White, 20#; Green, 20#, Canary, 20#, Pink, 20#; Goldenrod, 20#. If form has back printing, backer will be 30% screened black ink unless Customer specifies otherwise, (add \$10.00 flat fee for backer).
- 4.4 Proofing: Customer may request a proof. If requested, OCE is allowed 24 additional hours to provide proof to Customer. All typeset orders will require a proof. OCE is responsible for any charges incurred to deliver proof to Customer.

Authority Initials _____
 Authority Initials _____
 Authority Initials _____

Authority Initials _____
 OCE Initials _____

4.5 Bindery:

4.5.1 All forms will be set padded (no stub or tip out) across dimension indicated by Customer.

4.5.2 Customer has the following options:

4.5.2.1 Padded to chipboard backer in sets of 25 or 50 each.

4.5.2.2 Drilling up to 5 holes on 1 side of the sheet.

4.5.2.3 Numbering 1 position up to 6 numerals.

4.5.3 Shrinkwrap packaging with 500 sheet maximum, (example: 250 sets of 2-part carbonless equal 500 sheets).

Authority Initials _____
Authority Initials _____
Authority Initials _____

Authority Initials _____
OCE Initials _____