

AGREEMENT BETWEEN THE COUNTY OF SAN MATEO AND MINUTEMAN PRESS

This Agreement is entered into this **18th day of May, 2021**, by and between the County of San Mateo, a political subdivision of the state of California, hereinafter called "County," and **VINVIC Enterprises, Inc DBA Minuteman Press**, hereinafter called "Contractor."

* * *

Whereas, pursuant to Section 31000 of the California Government Code, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof; and

Whereas, it is necessary and desirable that Contractor be retained for the purpose of providing printing, graphics and typesetting services to County Departments.

Now, therefore, it is agreed by the parties to this Agreement as follows:

1. Exhibits and Attachments

The following exhibits and attachments are attached to this Agreement and incorporated into this Agreement by this reference:

- Exhibit A—Scope of Work
- Exhibit B—Payments and Rates

2. Services to be performed by Contractor

In consideration of the payments set forth in this Agreement and in Exhibit B, Contractor shall perform services for County in accordance with the terms, conditions, and specifications set forth in this Agreement and in Exhibit A.

3. Payments

In consideration of the services provided by Contractor in accordance with all terms, conditions, and specifications set forth in this Agreement and in Exhibit A, County shall make payment to Contractor based on the rates and in the manner specified in Exhibit B. County reserves the right to withhold payment if County determines that the quantity or quality of the work performed is unacceptable. In no event shall County's total fiscal obligation under this Agreement exceed **One Million Dollars (\$1,000,000)**. In the event that the County makes any advance payments, Contractor agrees to refund any amounts in excess of the amount owed by the County at the time of contract termination or expiration. Contractor is not entitled to payment for work not performed as required by this agreement.

4. Term

Subject to compliance with all terms and conditions, the term of this Agreement shall be from **May 18, 2021, through May 17, 2024**. The County may, at its sole discretion, opt to extend the term of this Agreement for an additional two years, with the same pricing and other terms of this Agreement remaining in effect.

5. Termination

This Agreement may be terminated by Contractor or by the County or his/her designee at any time without a requirement of good cause upon thirty (30) days' advance written notice to the other party. Subject to availability of funding, Contractor shall be entitled to receive payment for work/services provided prior to termination of the Agreement. Such payment shall be that prorated portion of the full payment determined by comparing the work/services actually completed to the work/services required by the Agreement.

County may terminate this Agreement or a portion of the services referenced in the Attachments and Exhibits based upon the unavailability of Federal, State, or County funds by providing written notice to Contractor as soon as is reasonably possible after County learns of said unavailability of outside funding.

County may terminate this Agreement for cause. In order to terminate for cause, County must first give Contractor notice of the alleged breach. Contractor shall have five business days after receipt of such notice to respond and a total of ten calendar days after receipt of such notice to cure the alleged breach. If Contractor fails to cure the breach within this period, County may immediately terminate this Agreement without further action. The option available in this paragraph is separate from the ability to terminate without cause with appropriate notice described above. In the event that County provides notice of an alleged breach pursuant to this section, County may, in extreme circumstances, immediately suspend performance of services and payment under this Agreement pending the resolution of the process described in this paragraph. County has sole discretion to determine what constitutes an extreme circumstance for purposes of this paragraph, and County shall use reasonable judgment in making that determination.

6. Contract Materials

At the end of this Agreement, or in the event of termination, all finished or unfinished documents, data, studies, maps, photographs, reports, and other written materials (collectively referred to as "contract materials") prepared by Contractor under this Agreement shall become the property of County and shall be promptly delivered to County. Upon termination, Contractor may make and retain a copy of such contract materials if permitted by law.

7. Relationship of Parties

Contractor agrees and understands that the work/services performed under this Agreement are performed as an independent contractor and not as an employee of County and that neither Contractor nor its employees acquire any of the rights, privileges, powers, or advantages of County employees.

8. Hold Harmless

a. General Hold Harmless

Contractor shall indemnify and save harmless County and its officers, agents, employees, and servants from all claims, suits, or actions of every name, kind, and description resulting from this Agreement, the performance of any work or services required of Contractor under this Agreement, or payments made pursuant to this Agreement brought for, or on account of, any of the following:

- (A) injuries to or death of any person, including Contractor or its employees/officers/agents;
- (B) damage to any property of any kind whatsoever and to whomsoever belonging;

(C) any sanctions, penalties, or claims of damages resulting from Contractor's failure to comply, if applicable, with the requirements set forth in the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and all Federal regulations promulgated thereunder, as amended; or

(D) any other loss or cost, including but not limited to that caused by the concurrent active or passive negligence of County and/or its officers, agents, employees, or servants. However, Contractor's duty to indemnify and save harmless under this Section shall not apply to injuries or damage for which County has been found in a court of competent jurisdiction to be solely liable by reason of its own negligence or willful misconduct.

The duty of Contractor to indemnify and save harmless as set forth by this Section shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

b. Intellectual Property Indemnification

Contractor hereby certifies that it owns, controls, and/or licenses and retains all right, title, and/or interest in and to any intellectual property it uses in relation to this Agreement, including the design, look, feel, features, source code, content, and/or other technology relating to any part of the services it provides under this Agreement and including all related patents, inventions, trademarks, and copyrights, all applications therefor, and all trade names, service marks, know how, and trade secrets (collectively referred to as "IP Rights") except as otherwise noted by this Agreement.

Contractor warrants that the services it provides under this Agreement do not infringe, violate, trespass, or constitute the unauthorized use or misappropriation of any IP Rights of any third party. Contractor shall defend, indemnify, and hold harmless County from and against all liabilities, costs, damages, losses, and expenses (including reasonable attorney fees) arising out of or related to any claim by a third party that the services provided under this Agreement infringe or violate any third-party's IP Rights provided any such right is enforceable in the United States. Contractor's duty to defend, indemnify, and hold harmless under this Section applies only provided that: (a) County notifies Contractor promptly in writing of any notice of any such third-party claim; (b) County cooperates with Contractor, at Contractor's expense, in all reasonable respects in connection with the investigation and defense of any such third-party claim; (c) Contractor retains sole control of the defense of any action on any such claim and all negotiations for its settlement or compromise (provided Contractor shall not have the right to settle any criminal action, suit, or proceeding without County's prior written consent, not to be unreasonably withheld, and provided further that any settlement permitted under this Section shall not impose any financial or other obligation on County, impair any right of County, or contain any stipulation, admission, or acknowledgement of wrongdoing on the part of County without County's prior written consent, not to be unreasonably withheld); and (d) should services under this Agreement become, or in Contractor's opinion be likely to become, the subject of such a claim, or in the event such a third party claim or threatened claim causes County's reasonable use of the services under this Agreement to be seriously endangered or disrupted, Contractor shall, at Contractor's option and expense, either: (i) procure for County the right to continue using the services without infringement or (ii) replace or modify the services so that they become non-infringing but remain functionally equivalent.

Notwithstanding anything in this Section to the contrary, Contractor will have no obligation or liability to County under this Section to the extent any otherwise covered claim is based upon: (a) any aspects of the services under this Agreement which have been modified by or for County (other than modification performed by, or at the direction of, Contractor) in such a way as to cause the alleged infringement at issue; and/or (b) any aspects of the services under this Agreement which have been used by County in a manner prohibited by this Agreement.

The duty of Contractor to indemnify and save harmless as set forth by this Section shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

9. Assignability and Subcontracting

Contractor shall not assign this Agreement or any portion of it to a third party or subcontract with a third party to provide services required by Contractor under this Agreement without the prior written consent of County. Any such assignment or subcontract without County's prior written consent shall give County the right to automatically and immediately terminate this Agreement without penalty or advance notice.

10. Insurance

a. General Requirements

Contractor shall not commence work or be required to commence work under this Agreement unless and until all insurance required under this Section has been obtained and such insurance has been approved by County's Risk Management, and Contractor shall use diligence to obtain such insurance and to obtain such approval. Contractor shall furnish County with certificates of insurance evidencing the required coverage, and there shall be a specific contractual liability endorsement extending Contractor's coverage to include the contractual liability assumed by Contractor pursuant to this Agreement. These certificates shall specify or be endorsed to provide that thirty (30) days' notice must be given, in writing, to County of any pending change in the limits of liability or of any cancellation or modification of the policy.

b. Workers' Compensation and Employer's Liability Insurance

Contractor shall have in effect during the entire term of this Agreement workers' compensation and employer's liability insurance providing full statutory coverage. In signing this Agreement, Contractor certifies, as required by Section 1861 of the California Labor Code, that (a) it is aware of the provisions of Section 3700 of the California Labor Code, which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of the Labor Code, and (b) it will comply with such provisions before commencing the performance of work under this Agreement.

c. Liability Insurance

Contractor shall take out and maintain during the term of this Agreement such bodily injury liability and property damage liability insurance as shall protect Contractor and all of its employees/officers/agents while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from Contractor's operations under this Agreement, whether such operations be by Contractor, any subcontractor, anyone directly or indirectly employed by either of them, or an agent of either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall not be less than the amounts specified below:

- (a) Comprehensive General Liability... \$1,000,000
- (b) Motor Vehicle Liability Insurance... \$1,000,000
- (c) Workers Compensation Insurance... \$1,000,000

County and its officers, agents, employees, and servants shall be named as additional insured on any such policies of insurance, which shall also contain a provision that (a) the insurance afforded thereby to County and its officers, agents, employees, and servants shall be primary insurance to the full limits of liability of the policy and (b) if the County or its officers, agents, employees, and servants have other insurance against the loss covered by such a policy, such other insurance shall be excess insurance only.

In the event of the breach of any provision of this Section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, County, at its option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work and payment pursuant to this Agreement.

11. Compliance With Laws

All services to be performed by Contractor pursuant to this Agreement shall be performed in accordance with all applicable Federal, State, County, and municipal laws, ordinances, and regulations, including but not limited to the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Federal Regulations promulgated thereunder, as amended (if applicable), the Business Associate requirements set forth in Attachment H (if attached), the Americans with Disabilities Act of 1990, as amended, and Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of disability in programs and activities receiving any Federal or County financial assistance. Such services shall also be performed in accordance with all applicable ordinances and regulations, including but not limited to appropriate licensure, certification regulations, provisions pertaining to confidentiality of records, and applicable quality assurance regulations. In the event of a conflict between the terms of this Agreement and any applicable State, Federal, County, or municipal law or regulation, the requirements of the applicable law or regulation will take precedence over the requirements set forth in this Agreement.

Further, Contractor certifies that it and all of its subcontractors will adhere to all applicable provisions of Chapter 4.106 of the San Mateo County Ordinance Code, which regulates the use of disposable food service ware. Accordingly, Contractor shall not use any non-recyclable plastic disposable food service ware when providing prepared food on property owned or leased by the County and instead shall use biodegradable, compostable, reusable, or recyclable plastic food service ware on property owned or leased by the County.

12. Non-Discrimination and Other Requirements

a. General Non-discrimination

No person shall be denied any services provided pursuant to this Agreement (except as limited by the scope of services) on the grounds of race, color, national origin, ancestry, age, disability (physical or mental), sex, sexual orientation, gender identity, marital or domestic partner status, religion, political beliefs or affiliation, familial or parental status (including pregnancy), medical condition (cancer-related), military service, or genetic information.

b. Equal Employment Opportunity

Contractor shall ensure equal employment opportunity based on objective standards of recruitment, classification, selection, promotion, compensation, performance evaluation, and management relations for all employees under this Agreement. Contractor's equal employment policies shall be made available to County upon request.

c. Section 504 of the Rehabilitation Act of 1973

Contractor shall comply with Section 504 of the Rehabilitation Act of 1973, as amended, which provides that no otherwise qualified individual with a disability shall, solely by reason of a disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination in the performance of any services this Agreement. This Section applies only to contractors who are providing services to members of the public under this Agreement.

d. Compliance with County's Equal Benefits Ordinance

Contractor shall comply with all laws relating to the provision of benefits to its employees and their spouses or domestic partners, including, but not limited to, such laws prohibiting discrimination in the provision of such benefits on the basis that the spouse or domestic partner of the Contractor's employee is of the same or opposite sex as the employee.

e. Discrimination Against Individuals with Disabilities

The nondiscrimination requirements of 41 C.F.R. 60-741.5(a) are incorporated into this Agreement as if fully set forth here, and Contractor and any subcontractor shall abide by the requirements of 41 C.F.R. 60-741.5(a). This regulation prohibits discrimination against qualified individuals on the basis of disability and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified individuals with disabilities.

f. History of Discrimination

Contractor certifies that no finding of discrimination has been issued in the past 365 days against Contractor by the Equal Employment Opportunity Commission, the California Department of Fair Employment and Housing, or any other investigative entity. If any finding(s) of discrimination have been issued against Contractor within the past 365 days by the Equal Employment Opportunity Commission, the California Department of Fair Employment and Housing, or other investigative entity, Contractor shall provide County with a written explanation of the outcome(s) or remedy for the discrimination prior to execution of this Agreement. Failure to comply with this Section shall constitute a material breach of this Agreement and subjects the Agreement to immediate termination at the sole option of the County.

g. Reporting; Violation of Non-discrimination Provisions

Contractor shall report to the County Manager the filing in any court or with any administrative agency of any complaint or allegation of discrimination on any of the bases prohibited by this Section of the Agreement or the Section titled "Compliance with Laws". Such duty shall include reporting of the filing of any and all charges with the Equal Employment Opportunity Commission, the California Department of Fair Employment and Housing, or any other entity charged with the investigation or adjudication of allegations covered by this subsection within 30 days of such filing, provided that within such 30 days such entity has not notified Contractor that such charges are dismissed or otherwise unfounded. Such notification shall include a general description of the circumstances involved and a general description of the kind of discrimination alleged (for example, gender-, sexual orientation-, religion-, or race-based discrimination).

Violation of the non-discrimination provisions of this Agreement shall be considered a breach of this Agreement and subject the Contractor to penalties, to be determined by the County Manager, including but not limited to the following:

- i. termination of this Agreement;

- ii. disqualification of the Contractor from being considered for or being awarded a County contract for a period of up to 3 years;
- iii. liquidated damages of \$2,500 per violation; and/or
- iv. imposition of other appropriate contractual and civil remedies and sanctions, as determined by the County Manager.

To effectuate the provisions of this Section, the County Manager shall have the authority to offset all or any portion of the amount described in this Section against amounts due to Contractor under this Agreement or any other agreement between Contractor and County.

13. Compliance with County Employee Jury Service Ordinance

Contractor shall comply with Chapter 2.85 of the County's Ordinance Code, which states that Contractor shall have and adhere to a written policy providing that its employees, to the extent they are full-time employees and live in San Mateo County, shall receive from the Contractor, on an annual basis, no fewer than five days of regular pay for jury service in San Mateo County, with jury pay being provided only for each day of actual jury service. The policy may provide that such employees deposit any fees received for such jury service with Contractor or that the Contractor may deduct from an employee's regular pay the fees received for jury service in San Mateo County. By signing this Agreement, Contractor certifies that it has and adheres to a policy consistent with Chapter 2.85. For purposes of this Section, if Contractor has no employees in San Mateo County, it is sufficient for Contractor to provide the following written statement to County: "For purposes of San Mateo County's jury service ordinance, Contractor certifies that it has no full-time employees who live in San Mateo County. To the extent that it hires any such employees during the term of its Agreement with San Mateo County, Contractor shall adopt a policy that complies with Chapter 2.85 of the County's Ordinance Code." The requirements of Chapter 2.85 do not apply if this Agreement's total value listed in the Section titled "Payments", is less than one-hundred thousand dollars (\$100,000), but Contractor acknowledges that Chapter 2.85's requirements will apply if this Agreement is amended such that its total value meets or exceeds that threshold amount.

14. Retention of Records; Right to Monitor and Audit

(a) Contractor shall maintain all required records relating to services provided under this Agreement for three (3) years after County makes final payment and all other pending matters are closed, and Contractor shall be subject to the examination and/or audit by County, a Federal grantor agency, and the State of California.

(b) Contractor shall comply with all program and fiscal reporting requirements set forth by applicable Federal, State, and local agencies and as required by County.

(c) Contractor agrees upon reasonable notice to provide to County, to any Federal or State department having monitoring or review authority, to County's authorized representative, and/or to any of their respective audit agencies access to and the right to examine all records and documents necessary to determine compliance with relevant Federal, State, and local statutes, rules, and regulations, to determine compliance with this Agreement, and to evaluate the quality, appropriateness, and timeliness of services performed.

15. Merger Clause; Amendments

This Agreement, including the Exhibits and Attachments attached to this Agreement and incorporated by reference, constitutes the sole Agreement of the parties to this Agreement and correctly states the rights, duties, and obligations of each party as of this document's date. In the event that any term, condition, provision, requirement, or specification set forth in the body of this Agreement conflicts with or is

inconsistent with any term, condition, provision, requirement, or specification in any Exhibit and/or Attachment to this Agreement, the provisions of the body of the Agreement shall prevail. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications or amendments shall be in writing and signed by the parties.

16. Controlling Law; Venue

The validity of this Agreement and of its terms, the rights and duties of the parties under this Agreement, the interpretation of this Agreement, the performance of this Agreement, and any other dispute of any nature arising out of this Agreement shall be governed by the laws of the State of California without regard to its choice of law or conflict of law rules. Any dispute arising out of this Agreement shall be venued either in the San Mateo County Superior Court or in the United States District Court for the Northern District of California.

17. Notices

Any notice, request, demand, or other communication required or permitted under this Agreement shall be deemed to be properly given when both: (1) transmitted via facsimile to the telephone number listed below or transmitted via email to the email address listed below; and (2) sent to the physical address listed below by either being deposited in the United States mail, postage prepaid, or deposited for overnight delivery, charges prepaid, with an established overnight courier that provides a tracking number showing confirmation of receipt.

In the case of County, to:

Name/Title: Jas Sandhar
Address: 455 County Center, Redwood City, CA 94063
Telephone: 650-363-4408
Email: jsandhar@smcgov.org

In the case of Contractor, to:

Name/Title: Dom Passanisi
Address: 1 N Amphlett Blvd, Suite F
San Mateo, CA 94401
Telephone: 650-377-0700
Facsimile: 650-377-0180
Email: dom@minutemanpress.com

18. Electronic Signature


Both County and Contractor wish to permit this Agreement and future documents relating to this Agreement to be digitally signed in accordance with California law and County's Electronic Signature Administrative Memo. Any party to this Agreement may revoke such agreement to permit electronic signatures at any time in relation to all future documents by providing notice pursuant to this Agreement.

Contractor bears responsibility to obtain any license, permit, or approval required from any agency for work/services to be performed under this Agreement at Contractor's own expense prior to commencement of said work/services. Failure to do so will result in forfeit of any right to compensation under this Agreement.

* * *

In witness of and in agreement with this Agreement's terms, the parties, by their duly authorized representatives, affix their respective signatures:

For Contractor: VINVIC Enterprises, Inc, DBA MinuteMan Press



Contractor Signature

30 MARCH 2021
Date

Dom Passanisi
Contractor Name (please print)



COUNTY OF SAN MATEO

By:
President, Board of Supervisors, San Mateo County

Date:

ATTEST:

By:
Clerk of Said Board

Exhibit A – Scope of Work

In consideration of the payments set forth in Exhibit B, Contractor shall provide the following printing services on an as-needed basis:

Printing Services

Printing services will be available Monday – Friday from 8:00 a.m. to 5:00 p.m. The printing services the County utilizes includes but is not limited to:

- Typesetting services
- Business stationary – business cards, letterhead, envelopes and note pads
- Brochures and flyers
- Chemical carbon sets in single, duplicate and triplicate format (including prescription pads)
- Color printing and photocopying
- Booklets and manuals
- Specialty printing: annual reports, large documents
- Bulk/mass
- Recommendations for business solutions
- Controlled substance prescription form printed by a Security Prescription Printer as designated here: <https://oag.ca.gov/security-printers/approved-list>
- Other printing related services as requested by Departments

Graphic Design Services

Graphic designer services should include but is not limited to:

- Layout and design
- Artwork and typesetting
- Recommendations for graphic solutions
- Other graphic design services as requested by Departments

Turnaround Time

- Standard
 - <1000 copies of the same item – next business day (picked up at the local office)
 - >1000 copies of the same item (bulk order) – seven (7) business days shipped
- Expedited – same day pick-up within four (4) hours

Delivery

- Free delivery for standard turnaround items for North, Central and South locations
- Coastside delivery, call for quote
- Expedited printing available for pickup

Exhibit B: Payment and Rates

Revised 12/15/20

For the purposes of this Fee Proposal, presume that all printing is in black unless otherwise stated.

Paper type	Quantity	Form Description	Cost
24lb bond	5000	Letterhead, 8.5" x 11", black + 1 PMS 660 color, printed 1 sided	\$445.00
100 lb	500	Business Cards – 1 sided, 1 PMS color	\$50/name
100 lb	500	Business cards – 2 sided, 1 PMS color	\$65/name
24 lb plain paper	5000	#10 envelope, no window, 1 PMS color (example: PMS 660) on one side	\$350.00
24 lb plain paper	5000	#10 envelope with 1 window 1 PMS color (example: PMS 660) on one side	\$395.00
Gloss cover 110lb index stock	1000	Postcards 4" x 6" print color duplex, bleed on four (4) sides	\$295.00
	2000	Letter size single sided Controlled Substance Prescription form as per California Pharmacy Law (for printer - sheets)	\$180.00
	2000	Letter size Controlled Substance Prescription form as per California Pharmacy Law (for writing - pads)	\$195.00
	5000	Letter size Triplicate Carbon Copy forms (color: white, yellow, green or grey)	\$975.00
	5000	Letter size Triplicate NCR forms (color: white, yellow, green or grey)	\$850.00
28lb white	150	30 page (printed 2 sides) spiral bound book with clear cover, color printing, double sided, letter sized, black linen back cover (80 lbs), black spiral	\$1950.00
24lb white	40	1/2" white 3-ring binders with inside pockets (supplied by printer), binder to have cover and spine inserts, 100 pages (printed 2 sides), inserted with 10 index paper tabs, letter size, full color, double sided, cover binder assembly	\$1850.00
55lb matte	1	24" x 36" color poster, single side	\$50.00
80 lb Card stock	350	Double sided 8.5" x11" color copies on white card stock, trimmed to 1/4 (finished size of 5.5" x 4.25"), no bleed	\$450.00
80 lb Card stock	100	11" x 17" double sided color printing on white card stock	\$200.00

Send Us Your Artwork or We Can Create it For You!

- Design - \$95 / per hr
- Typesetting - \$75 / per hr

DIGITAL

TEXT UNCOATED

24# / 28# / 32#

White Border		With Bleeds	
1 Sided	2 Sided	1 Sided	2 Sided
27¢	53¢	32¢	64¢

60# / 70# / 80#

White Border		With Bleeds	
1 Sided	2 Sided	1 Sided	2 Sided
29¢	56¢	34¢	62¢

TEXT COATED

80# / 100#

White Border		With Bleeds	
1 Sided	2 Sided	1 Sided	2 Sided
32¢	64¢	42¢	74¢

COVER UNCOATED

60# / 80# / 100#

White Border		With Bleeds	
1 Sided	2 Sided	1 Sided	2 Sided
44¢	67¢	44¢	77¢

110# / 120# / 16pt

White Border		With Bleeds	
1 Sided	2 Sided	1 Sided	2 Sided
44¢	74¢	54¢	84¢

COVER COATED

81# / 100#

White Border		With Bleeds	
1 Sided	2 Sided	1 Sided	2 Sided
34¢	67¢	44¢	77¢

111# / 130#

White Border		With Bleeds	
1 Sided	2 Sided	1 Sided	2 Sided
44¢	74¢	54¢	84¢

WIDE FORMAT

POSTER PAPER

\$7 per square foot

20LB BOND WITH COLOR

\$5 per square foot

20LB BOND BLACK AND WHITE

\$1 per square foot

LAMINATION (1 SIDE)

\$4.50 per square foot

MOUNTED POSTER

Gator	\$13 per square foot
Coroplast	\$11 per square foot
Foamcore	\$11 per square foot
Plastic	\$11 per square foot (pending thickness)

SELF-ADHESIVE (3M IJ35) WITH LAMINATION

\$13 per square foot

SELF-ADHESIVE (3M IJ180) WITH LAMINATION

\$16 per square foot

MIGHTY GRIP MATTE (NO LAMINATION)

\$10 per square foot

WATER COLOR PAPER

\$14 per square foot

A-FRAME SIGNS (24X36)

\$100 for two mounted prints and install
\$250 for A-Frame, prints, and install

BANNER WITH TAPE AND GROMMETS

\$6.50 per square foot
\$2 per grommet

RETRACTABLE BANNERS

Starting at \$199! Total Package
Many Sizes Available!

BLUE PRINTS

- 24 x 36 Black Prints = As Low As 20¢ / Square Ft (+ Set Up)
 - 36 x 42 Black Prints = As Low As 20¢ / Square Ft (+ Set Up)
- Custom Sizes Available*

BUSINESS CARDS

16PT MATTE DULL FINISH

250-\$55 500-\$75 1,000-\$100

16PT UV ON 4-COLOR

250-\$55 500-\$75 1,000-\$100

16PT SPOT UV - BOTH SIDES

250-N/A 500-\$125 1,000-\$175

16PT MATTE DULL FINISH - SPOT UV

250-N/A 500-\$135 1,000-\$225

16PT SILK LAMINATED

250-\$105 500-\$135 1,000-\$225

16PT SILK LAMINATED - SPOT UV

250-N/A 500-\$149 1,000-\$245

16PT AQUAFOIL - SPOT UV ON FRONT

250-N/A 500-\$185 1,000-\$375

OTHER FEATURES:

Suede	Metallic Ink
Holo Foil	Letter Press
Laser Cut	Layered Cards
Plastic Cards	Raised Spot UV
Painted Edges	Rounded Corners

Note: Other Features will have custom quotes
 24 hour turn around is available, rush fees may apply

ARTIST PRINTS

DIGITAL PHOTO

High Resolution Digital Photo - \$100

Note: You will receive a copy of the photo for your personal use.

DIGITAL PRINTS

11x17 - \$2.00	For larger sized prints please refer to WIDE FORMAT prices
12x18 - \$2.50	
13x19 - \$3.00	

Note: Set up fees apply for art that is not print ready

CANVAS

STRETCHED CANVAS

5x7	\$40	20x24	\$116
8x10	\$40	20x30	\$156
9x12	\$48	24x36	\$196
11x17	\$68	30x40	\$236
12x18	\$72	36x48	\$295
16x20	\$96	40x60	\$316

ROLLED CANVAS

5x7	\$25	20x24	\$88
8x10	\$28	20x30	\$108
9x12	\$48	24x36	\$140
11x17	\$68	30x40	\$188
12x18	\$72	36x48	\$236
16x20	\$96	40x60	\$260

POST CARDS

4X6 POST CARDS

100# Cover -100 - \$75	111# Cover - 100 - \$85
250 - \$85	250 - \$95
500 - \$95	500 - \$105
750 - \$105	750 - \$115
1,000 - \$120	1,000 - \$135

5X7 POST CARDS

100# Cover -100 - \$95	111# Cover - 100 - \$100
250 - \$105	250 - \$110
500 - \$125	500 - \$120
750 - \$145	750 - \$130
1,000 - \$165	1,000 - \$140

14 PT C1S (GLOSS FRONT MATTE BACK)

4x6 -100 - \$110	5x7 -100 - \$130
250 - \$120	250 - \$140
500 - \$135	500 - \$160
750 - \$150	750 - \$175
1,000 - \$165	1,000 - \$195

MISCELLANEOUS

VINYL CUT DECALS - SINGLE COLOR

\$12 per square foot, \$40 minimum

STICKERS

Rectangular

50qty:	2x1-\$56	3x2-\$69	4x3-\$79	5x3-\$84
100qty:	2x1-\$68	3x2-\$90	4x3-\$110	5x3-\$116
200qty:	2x1-\$78	3x2-\$109	4x3-\$125	5x3-\$142

STICKERS

Circle

50qty:	2x2-\$63	3x3-\$78	4x4-\$96	5x5-\$117
100qty:	2x2-\$79	3x3-\$105	4x4-\$137	5x5-\$174
200qty:	2x2-\$94	3x3-\$130	4x4-\$174	5x5-\$226

Custom cut

50qty:	2x2-\$67	3x3-\$87	4x4-\$111	5x5-\$140
100qty:	2x2-\$87	3x3-\$122	4x4-\$165	5x5-\$215
200qty:	2x2-\$105	3x3-\$152	4x4-\$213	5x5-\$283

T-SHIRTS

CALL FOR QUOTE.

BOOK BINDING

Plastic Coil - \$2 per book
Wire-O - \$3 per book
Saddle Stitch - 25¢-\$1 based on volume

LAMINATION

Matte or Gloss - \$6 per full sheet

SCORING AND FOLDING

10¢ per score/fold, \$20 Minimum

CUTTING

\$1 per cut

DESIGN AND SET UP

Design - \$95 per hour
Typesetting - \$75 per hour

BROCHURE/FLYERS

TEXT COATED

8.5 x 11 • 100# Gloss

- Folded or Flat
- Printed on 2 Sides • Full Color
- 500 - \$265.00
- 1000 - \$399.00

Other Sizes and Paper Options Available :

Ask us for a quote

- 11 x 17 • 3 Fold or Half Fold
- 12 x 25.5 • 3 Fold or Flat
- 8.5 x 22 • 3 Fold or Half Fold

BOOKLETS

TEXT COATED

Finished Size 8.5 x 11 • 100# Gloss

- Full Color
- 500, 8 Page - \$950.00
- 1000, 8 Page - \$1,650.00

*Other Sizes and Paper Options Available As Well As Total
Number Of Page Options : **Ask us for a quote***

- 11 x 8.5 (Landscape)
- 5.5 x 8.5
- 12 x 12

Custom Sizes Available

Binding Options:

- Perfect Bind
- Stitch Bind (Fold & Staple)
- Coil Bind

DOOR HANGERS

COVER COATED

100# / 111# / 130# Gloss

- Printed on 2 Sides
- Full Color
- 4 1/4 X 11
- 5000 Black & White : As Low As 21¢ Each

Many Sizes and Shapes Available.

Ask Us For A Quote.

MAILING

- Direct Mail:
 - Upload Your Artwork or We Will Create it For You.
- EDDM
 - Choose Zip Codes and Routes
- **Call Us For A Quote**

RACK CARDS

- 4 X 9
- Card Stock
- Full Color / 2 Sides
- 1000 - \$269.00

PRESENTATION FOLDERS

- 9 x 12 Size
- 2 Internal Pockets
- Business Card Slits
- Full Color One Side (Includes Pockets)
500: \$1095.00
1000: \$1495.00
- Many Paper Options Available
- Many Sizes and Custom Features Available
- Many Custom Coatings and Designs Available
- Please Call Us For A Quote