

▶ **OFFSET PRINT PRICING**

Per 1,000 (2,501-5,000 Tier)

Full color press, 8.5x11.....	\$69
Full color press, 8.5x14.....	\$75
Full color press, 11x17.....	\$78
Full color press, 8.5x11, bleed.....	\$71
Full color press, 11x17, bleed.....	\$92.5
Black and 1 spot color, 8.5x11.....	\$43
Black and 2 spot colors, 8.5x11.....	\$66.65
Black and 3 spot colors, 8.5x11.....	\$93.41
Black and 4 spot colors, 8.5x11.....	\$120.17
Black and 1 spot color, 11x17.....	\$43
Black and 2 spot colors, 11x17.....	\$66.65
Black and 3 spot colors, 11x17.....	\$93.41
Black and 4 spot colors, 11x17.....	\$120.17

▶ **OFFSET PRINT PRICING**

Per 1,000 (5,001-10,000 Tier)

Full color press, 8.5x11.....	\$67
Full color press, 8.5x14.....	\$68
Full color press, 11x17.....	\$70
Full color press, 8.5x11, bleed.....	\$70
Full color press, 11x17, bleed.....	\$85
Black and 1 spot color, 8.5x11.....	\$38
Black and 2 spot colors, 8.5x11.....	\$64.49
Black and 3 spot colors, 8.5x11.....	\$90.53
Black and 4 spot colors, 8.5x11.....	\$116.57
Black and 1 spot color, 11x17.....	\$38
Black and 2 spot colors, 11x17.....	\$64.49
Black and 3 spot colors, 11x17.....	\$90.53
Black and 4 spot colors, 11x17.....	\$116.57

*For pricing on higher volumes, as well as envelopes and additional print services, please see complete BPA and pricing amendments, available at the Purchasing and Contracting website or contact the Xerox Production Center.

*Print pricing based on 20# white paper. Alternate paper pricing includes paper uplift charges.

*Full-color process jobs include one press match proof.

*All pricing subject to an annual uplift on anniversary of contract, 01/07. See full BPA and pricing amendments on Purchasing and Contracting website for details.

The Document Source knows that you have enough to do, so leave your document services to us. After all, Xerox has been a specialist in the business for over 50 years. We are committed to providing the County of San Diego with the highest quality document services and solutions. From graphic design to mail fulfillment, **The Document Source** has the right solution for your document needs.

For additional information, please contact:

Sylvia San Nicolas
Site Coordinator
Xerox Production Facility
858.650.0818

Ideas on ways to improve our services?
Need help planning for a large job?
Other general questions, please contact:

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Account Manager—County of San Diego
858.213.8536

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www.xeroxprintcenter.com

Design and Layout:
Máximo, Inc. Creative Communications
www.maximoinc.com



PRICING INFORMATION

SERVICES PRICING GUIDE

► COPY SERVICES

B+W copies on 20# paper, per side.....	\$0.0256
Color copies on 24# paper, per side.....	\$0.43
Drill, 2 or 3-hole, per 1000 sheets.....	\$2.40
Staple, by machine, each.....	\$0.01
Staple, by hand, each.....	\$0.02
Rush charge, 1-4 hours, percent uplift.....	10%
Rush charge, 2-23 hours, percent uplift.....	5%
Plain paper numbering, 1000 min, per 1000.....	\$18.00
Numbering set-up fee, per job.....	\$24.00
Xerox tabs, per 5-tab set, 3-hole drill.....	\$0.65
Special copy price (no collating or finishing, 20# white paper only, 1 original, 1000 copies or more, no document preparation), per impression.....	\$0.0117

► FINISHING SERVICES

Comb or spiral bind, up to 150 sheets.....	\$0.72
Saddle stitched booklet, up to 10 sheets.....	\$0.19
Saddle stitched booklet, 11-30 sheets.....	\$0.34
Tape bind, in-line, 120 sheets or less.....	\$0.47
Tape bind, off-line, over 120 sheets.....	\$1.00
Cut or trim, per 1000 sheets.....	\$1.50
Drill, 2 or 3-hole, per 1000 sheets.....	\$2.40
Folding (1/2, tri, Z, double parallel) Per 1000 sheets, 20# bond only.....	\$10.00
Hand labor (collation, stapling, folding, binding, gluing, stuffing, etc.) per hour.....	\$35.00
Clear acetate covers, each.....	\$0.30
Black vinyl covers, each.....	\$0.40
Shrink wrap, per bundle.....	\$0.20
Gold foil stamping, first 1000.....	\$74.75
Gold foil stamping, second 1000.....	\$42.00
Gold foil stamping, third 1000.....	\$35.00
Perforation, per 1000, 1000 min (+\$18 set up).....	\$18.00

► GRAPHIC DESIGN SERVICES

Graphic design and production, per hour.....	\$72
File manipulation, per hour.....	\$42

* Uplift charges are in addition to the base copy or print rate

► NCR FORMS SERVICES

2-part NCR, per set:	
Qty: 0-2,000.....	\$0.0878
Qty: 2,001-5,000.....	\$0.0625
Qty: 5,001+.....	\$0.0399
3-part NCR, per set:	
Qty: 0-2,000.....	\$0.15
Qty: 2,001-5,000.....	\$0.1015
Qty: 5,001+.....	\$0.0648
4-part NCR, per set:	
Qty: 0-2,000.....	\$0.1980
Qty: 2,001-5,000.....	\$0.1426
Qty: 5,001+.....	\$0.0852
2-part NCR, second side, per set, additional.....	\$0.096
3-part NCR, second side, per set, additional.....	\$0.162
4-part NCR, second side, per set, additional.....	\$0.216
Custom-sort NCR, 1000 min, per 1000.....	\$20.44
NCR numbering, 1000 min, per 1000.....	\$18.00
Numbering set-up fee, per job.....	\$24.00

► PAPER PRICE UPLIFT*

Per Sheet

20# color pastel paper, per 8.5x11 sheet.....	\$0.008
Astrobrite colors, per 11x17 sheet.....	\$0.0898
Index/cover stock, per 11x17 sheet.....	\$0.1146
25% cotton rag/letterhead paper.....	\$0.0902
33-up labels, 8.5x11.....	\$0.2213
Recycled, 8.5x11, 20# white, 30% post consumer, copy only uplift.....	\$0.002
Recycled, 8.5x14, 20# white, 30% post consumer, copy only uplift.....	\$0.004
Recycled, 11x17, 20# white, 30% post consumer, copy only uplift.....	\$0.007
Recycled, 8.5x11, 80# gloss, 30% post consumer, copy only uplift.....	\$0.024
Recycled, 8.5x11, 20# white, 100% post consumer, copy only uplift.....	\$0.028
60# white, 8.5x11, copy only uplift.....	\$0.0226
60# color, 8.5x11, copy only uplift.....	\$0.0499
Presentation folders, leatherette, foil stamped.....	\$1.25
Presentation folders, leatherette, printed.....	\$1.65

► OFFSET PAPER UPLIFT*

Per Sheet

Matte book 70#, 8.5x11.....	\$0.02
Matte book 70#, 11x17.....	\$0.041
Matte book 70#, 12x18.....	\$0.045
Book gloss 80#, 8.5x11.....	\$0.02
Book gloss 80#, 11x17.....	\$0.041
Book gloss 80#, 12x18.....	\$0.045

► OFFSET PRINT PRICING

Per 1,000 (Minimum)

Full color press, 8.5x11.....	\$240
Full color press, 8.5x14.....	\$240
Full color press, 11x17.....	\$240
Full color press, 8.5x11, bleed.....	\$240
Full color press, 11x17, bleed.....	\$275
Black and 1 spot color, 8.5x11.....	\$139.32
Black and 2 spot colors, 8.5x11.....	\$215.94
Black and 3 spot colors, 8.5x11.....	\$302.64
Black and 4 spot colors, 8.5x11.....	\$389.35
Black and 1 spot color, 11x17.....	\$139.32
Black and 2 spot colors, 11x17.....	\$215.94
Black and 3 spot colors, 11x17.....	\$302.64
Black and 4 spot colors, 11x17.....	\$389.35

► OFFSET PRINT PRICING

Per 1,000 (1,001-2,500 Tier)

Full color press, 8.5x11.....	\$130
Full color press, 8.5x14.....	\$143
Full color press, 11x17.....	\$145
Full color press, 8.5x11, bleed.....	\$134
Full color press, 11x17, bleed.....	\$150
Black and 1 spot color, 8.5x11.....	\$77.40
Black and 2 spot colors, 8.5x11.....	\$119.97
Black and 3 spot colors, 8.5x11.....	\$168.13
Black and 4 spot colors, 8.5x11.....	\$216.30
Black and 1 spot color, 11x17.....	\$77.40
Black and 2 spot colors, 11x17.....	\$119.97
Black and 3 spot colors, 11x17.....	\$168.13
Black and 4 spot colors, 11x17.....	\$216.30

YOUR DOCUMENTS ARE OUR BUSINESS

At **The Document Source**, we're here to handle all of your document needs. From having a few copies made to creating an entire presentation, **The Document Source** is your complete resource for document production. If you don't see exactly what you're looking for on our list of copy services, give us a call at 858.650.0818, or visit us at www.xeroxprintcenter.com.

If it involves a document, we can help. Remember, at Xerox, we're here to make your documents better. And that gives you the time to do what you do best.



San Diego County Administration Building

WE ARE HERE TO HELP

If you have any questions about document production, or if you would like to know more about our capabilities, give us a call at 858.650.0818 or visit us at our production center, located at 7585 Convoy Court.

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www.xeroxprintcenter.com

Design and Layout:
Máximo, Inc. Creative Communications
www.maximoinc.com



SERVICE OFFERINGS



XEROX PRINT SERVICES



BLACK AND WHITE COPIES

Nobody makes a copy like The Document Source

- ▶ Full service black and white copies
- ▶ Electronic high-resolution document scanning
- ▶ Cropping, resizing and rotating images
- ▶ Combine text and graphics
- ▶ 24-hour turnaround/rush service available



COLOR COPIES

Color grabs attention and makes your documents more distinctive

- ▶ Full service color copying
- ▶ Spot color
- ▶ Variety of sizes up to 11" x 17"
- ▶ Transparencies (8.5" x 11" only)
- ▶ Folded brochures
- ▶ Cards and labels



OFFSET PRESS WORK

Printing your documents is easy

- ▶ Full color and black and white
- ▶ Single and multi page
- ▶ Carbonless NCR forms
- ▶ Envelopes
- ▶ Presentation folders



DOCUMENT CONSULTING

Take full advantage of our document expertise

The Document Source team has the experience and the technology to help you conceive and create the right documents to most satisfy your needs.

- ▶ Document strategy
- ▶ Document planning
- ▶ Consultation with specialists in presentations, color and cost-effective production
- ▶ Off-site event support



DOCUMENT ASSEMBLY

Watch your documents come together with The Document Source

- ▶ Collating
- ▶ Folding
- ▶ Labeling
- ▶ Hand-stapling
- ▶ Binder clipping and insertion



GRAPHIC DESIGN

Full service graphic design support available

Complete creative services from concept, design, and production to finished product.

▶ Publications

- Annual reports
- Newsletters
- Invitations
- Brochures

▶ Branding/identity

- Organizations
- Events
- Services
- Environments

▶ Environmental graphics

- Posters
- Signage
- Tradeshow booths

▶ Digital media

- PowerPoint presentations
- Websites
- Video and animation

▶ Art direction

- Photography
- Illustration
- Copywriting



FINISHING

Get complete, professional production at The Document Source

- ▶ Saddle-stitch stapling
- ▶ Cutting and trimming
- ▶ Drilling
- ▶ Tape, spiral, and comb binding
- ▶ Machine folding: single fold, letter fold, "Z" fold
- ▶ Padding and shrink-wrapping



JOB SUBMISSION

Xerox can accept jobs submitted in a variety of ways

- ▶ Send hard-copy jobs to mailstop O-66
- ▶ E-mail jobs to xeroxprintcenter@megapathdsl.net
- ▶ Drop off at our production center
- ▶ Use iWay, our online job submission and repository system



USEFUL ABBREVIATIONS

When filling out your hard-copy or electronic work orders, or placing an order through iWay, refer to these terms:

2HD	2-hole drill
3HD	3-hole drill
Head/head	2-sided, both sides facing up
Head/foot	2-sided, back side upside-down
Saddle stitch	Folded/stapled booklet
Collated	Finished set in order (123, 123)
Uncollated	Finished in stacks (11, 22, 33)
S/S	Single-sided
2/S	Double-sided
4CP	4-color process