

OCT 22 2001

FACSIMILE COVER PAGE

To : Purchasing Divisio
Sent : 10/19/01 at 12:44:58 PM
Subject :

From : Haiko Eichler
Pages : 3 (including Cover)

Attached please find the bid with addendum #4

Haiko Eichler
Heritage Mail

I was unable to fax to your machine!

FIRM NAME: Heritage Mail

INSERT MAILING & COURIER SERVICE
#5843
ADDENDUM #4
BID SCHEDULE

UTILITY BILLING:

REGULAR.
FOLD STATEMENT,
INSERT STATEMENT, REPLY ENVELOPE, NEWSLETTER, AND 1 ADDITIONAL INSERT
SEAL
MAILS ON PERMIT #1 \$ 60⁰⁰/M

ELECTRONIC FUNDS TRANSFER.
SAME AS ABOVE WITHOUT RETURN ENVELOPE
SEAL
MUST BE PRESORTED TO QUALIFY FOR AUTOMATED 3 DIGIT RATE. \$ 40⁰⁰/M

FINAL BILLS.
FOLD STATEMENT,
INSERT STATEMENT, REPLY ENVELOPE,
SEAL
MUST BE PRESORTED TO QUALIFY FOR AUTOMATED 3 DIGIT RATE. \$ 60⁰⁰/M

DELINQUENT NOTICE.
FOLD STATEMENT,
INSERT STATEMENT, REPLY ENVELOPE,
SEAL
MUST BE PRESORTED TO QUALIFY FOR AUTOMATED 3 DIGIT RATE. \$ 60⁰⁰/M

PROPERTY OWNER NOTICE.
FOLD STATEMENT,
INSERT STATEMENT,
SEAL
MAILS AT FULL RATE. \$ 60⁰⁰/M

NEW CUSTOMER LETTERS.
FOLD PERSONALIZED LETTER,
INSERT LETTER, WATER & WASTEWATER RATES, RESIDENTIAL ELECTRIC RATE
BROCHURE,
SEAL
MUST BE PRESORTED TO QUALIFY FOR AUTOMATED 3 DIGIT RATE. \$ 60⁰⁰/M

ADDITIONAL INSERT REQUIRING FOLDING \$ 13⁰⁰/M

ADDITIONAL INSERT NOT REQUIRING FOLDING \$ NC/M

COST TO ADDRESS, TAB, SORT LETTER SIZE SELF MAILER NOT REQUIRING FOLDING

\$ 50⁰⁰ /M

COST TO ADDRESS, TAB, SORT LETTER SIZE SELF MAILER REQUIRING FOLDING

\$ 50⁰⁰ /M

SALES TAX MAILINGS:

2,500 MAILED APPROXIMATELY NOVEMBER TO DECEMBER, CONSISTING OF 1 8 1/2 X 11 SHEET AND ONE REGULAR WINDOW ENVELOPE INSERTED INTO A #10 ENVELOPE. SEAL

\$ 40⁰⁰ /M

MONTHLY RETURNS.
2,000 MAILED IN JANUARY:
SEPARATE INTO GROUPS OF 12 FORMS.
INSERT 12 FORMS, 12 RETURN ENVELOPES INTO 9/12 ENVELOPE. SEAL

\$ 60⁰⁰ /M

QUARTERLY RETURNS.
2,500 MAILED IN JANUARY:
SEPARATE INTO GROUPS OF 4 FORMS.
INSERT 4 FORMS, 4 RETURN ENVELOPES, INTO 9/12 ENVELOPE. SEAL

\$ 60⁰⁰ /M

COURIER SERVICE:
PRPA TO VENDOR
PRPA TO UTILITY BILLING
UTILITY BILLING TO VENDOR

\$ NC /Ea. Trip
\$ NC /Ea. Trip
\$ NC /Ea. Trip

WAREHOUSING

\$ NC /pallet/M

Will a City representative be allowed to inspect your facility, if requested? YES NO

FIRM NAME: Heritage Mail

ADDRESS: 18620 CR3
Berthoud CO 80513

PHONE/FAX: 970-535-0609 970-535-0380

10/19/01

IS sending Bid via Mail

From: Haiko Eichler To: Purchasing Divisio

Date: 10/19/01 Time: 1:13:00 PM

Page 1 of 3

FACSIMILE COVER PAGE

To : Purchasing Divisio
Sent : 10/19/01 at 1:12:58 PM
Subject :

From : Haiko Eichler
Pages : 3 (including Cover)

Attached please find the bid with addendum #4

Haiko Eichler
Heritage Mail

OCT-19-01 FRI 11:34 AM CITY/FT COLLINS, PURCHAS FAX NO. 970 2216707

P. 02/04

FIRM NAME: Heritage Mail

INSERT MAILING & COURIER SERVICE
#5643
ADDENDUM #4
BID SCHEDULE

UTILITY BILLING:

REGULAR,
FOLD STATEMENT,
INSERT STATEMENT, REPLY ENVELOPE, NEWSLETTER, AND 1 ADDITIONAL INSERT
SEAL
MAILS ON PERMIT #1 \$ 60⁰⁰/M

ELECTRONIC FUNDS TRANSFER.
SAME AS ABOVE WITHOUT RETURN ENVELOPE
SEAL
MUST BE PRESORTED TO QUALIFY FOR AUTOMATED 3 DIGIT RATE. \$ 40⁰⁰/M

FINAL BILLS.
FOLD STATEMENT,
INSERT STATEMENT, REPLY ENVELOPE,
SEAL
MUST BE PRESORTED TO QUALIFY FOR AUTOMATED 3 DIGIT RATE. \$ 60⁰⁰/M

DELINQUENT NOTICE.
FOLD STATEMENT,
INSERT STATEMENT, REPLY ENVELOPE,
SEAL
MUST BE PRESORTED TO QUALIFY FOR AUTOMATED 3 DIGIT RATE. \$ 60⁰⁰/M

PROPERTY OWNER NOTICE.
FOLD STATEMENT,
INSERT STATEMENT,
SEAL
MAILS AT FULL RATE. \$ 60⁰⁰/M

NEW CUSTOMER LETTERS.
FOLD PERSONALIZED LETTER,

OCT-10-01 WED 04:31 PM CITY/FT COLLINS, PURCHAS FAX NO. 970 2216707

P. 02/02

INSERT MAILING & COURIER SERVICE
ADDENDUM #2
BID SCHEDULE

PICK-UP AND DELIVERY OF ALL MATERIAL SHALL BE INCLUDED IN THE PRICES GIVEN

UTILITY BILLING NOTICES AND DELINQUENCY NOTICES (See "General Description of Services".) \$ 40⁰⁰ /M

ADDITIONAL CHARGE TO SEAL ENVELOPE \$ NC /M

COST TO FOLD, INSERT, SEAL, AND PREPARE FOR FIRST-CLASS AUTOMATION MAILING. (This consists of 2 8 1/2 x 11 sheets and one "Residential Electric Rate" Brochure (item #5).) \$ 60⁰⁰ /M

COST OF ADDITIONAL INSERT REQUIRING FOLDING \$ 13⁰⁰ /M

COST OF ADDITIONAL INSERT NOT REQUIRING FOLDING \$ NC /M

COST TO FOLD, STAPLE, SORT, AND MAIL ONE 8 1/2 X 11 FLAT SHEET \$ 60⁰⁰ /M

SALES TAX MAILINGS:
3,000 MAILED APPROXIMATELY NOVEMBER TO DECEMBER, CONSISTING OF 1 8 1/2 X 11 SHEET AND ONE REGULAR WINDOW ENVELOPE INSERTED INTO A #10 ENVELOPE. \$ 40⁰⁰ /M

3,500 MAILED IN JANUARY:
3,500 CONSISTING OF 12 RETURN ENVELOPES, 12 8 1/2 X 11 SHEETS INSERTED INTO ONE ENVELOPE 9 X 12 ENVELOPE. \$ 60⁰⁰ /M

3,500 CONSISTING OF 4 RETURN ENVELOPES, 4 8 1/2 X 11 SHEETS INSERTED INTO ONE 9 X 12 ENVELOPE. \$ 60⁰⁰ /M

BULK MAIL FLAT SHEETS \$ 40⁰⁰ /M

COURIER SERVICE:
PRPA TO VENDOR \$ NC /Ea. Trip
PRPA TO UTILITY BILLING \$ NC /Ea. Trip
UTILITY BILLING TO VENDOR \$ NC /Ea. Trip

WAREHOUSING \$ NC /pallet/M

Will a City representative be allowed to inspect your facility, if requested? X YES NO

FIRM NAME: Heritage Mail

ADDRESS: 18680 CR3, Berthoud CO 80513

PHONE/FAX: 970-535-0609 — 970-535-0380

Handwritten signature and number 2

From: Haiko Eichler To: City of Fort Collins

Date: 10/10/01 Time: 4:47:52 PM

Page 1 of 2

FACSIMILE COVER PAGE

To : City of Fort Collins

From : Haiko Eichler

Sent : 10/10/01 at 4:47:50 PM

Pages : 2 (including Cover)

Subject :

I have received the addendum and notification of the change of date for the bid opening.

Attached please find my new bid.

Haiko Eichler
Heritage Mail

BID SCHEDULE

5643

PICK-UP AND DELIVERY OF ALL MATERIAL SHALL BE INCLUDED IN THE PRICES GIVEN

UTILITY BILLING NOTICES AND DELINQUENCY NOTICES (See "General Description of Services".) \$ 40⁰⁰ /M

ADDITIONAL CHARGE TO SEAL ENVELOPE \$ NC /M

COST TO FOLD, INSERT, SEAL, ATTACH LABEL, AND PREPARE FOR FIRST-CLASS AUTOMATION MAILING \$ 60⁰⁰ /M

COST OF ADDITIONAL INSERT REQUIRING FOLDING \$ 13⁰⁰ /M

COST OF ADDITIONAL INSERT NOT REQUIRING FOLDING \$ NC /M

COST TO FOLD, STAPLE, SORT, AND MAIL FLAT SHEETS FIRST-CLASS AUTOMATION \$ 60⁰⁰ /M

COST TO FOLD, STAPLE, SORT, AND BULK MAIL FLAT SHEETS \$ 60⁰⁰ /M

COURIER SERVICE BETWEEN PRPA AND UTILITY BILLING OFFICE \$ NC /time

WAREHOUSING \$ NC /pallet/M

Will a City representative be allowed to inspect your facility, if requested? YES NO

FIRM NAME: Heritage Mail

Address: 18680 CR3
Berthoud CO 80513

Phone/Fax: 970-535-0609 970-535-0380

Haiko Eichler, Owner