

WSDOT Printing & Distribution Services

Price List & Item Codes

Effective July 1, 2014



**Washington State
Department of Transportation**

OFFSET CHARGE SCHEDULE

Effective July 1, 2014

PRODUCT/SERVICE	Size	Price	Unit
High Speed Copiers			
20# - 100% Recycled White	8 1/2 x 11	\$0.035	Each
8 1/2 x 11 Bond		\$3.500	Per 100
100,001 - 199,999		\$0.026	
200,000 - 399,999		\$0.024	
400,000 - 499,999		\$0.022	
Over 500,000		\$0.021	
8 1/2 x 14	8 1/2 x 14	\$0.047	Each
11 x 17 Bond	11 x 17	\$0.070	Each
		\$7.000	Per 100
100,001 - 199,999		\$0.048	
200,000 - 399,999		\$0.045	
400,000 - 499,999		\$0.040	
Over 500,000		\$0.038	
Paper other than 20# White bond will be charged separately at current market price			
On-line stapling (100 sht maximum)			
	1 upper left	\$0.005	ea.
	2 left	\$0.010	ea.
TABS (stock only - copying charged separately)			
Set of 5 - 1/5 cut Tabs - White		\$0.370	Set of 5
Non Stocked - 1/5 cut colored Mylar		\$0.460	Set of 5
DocuTech Electronic Document Services			
File manipulation		\$1.880	Per minute
Combining or renaming multiple files		\$1.880	Per minute
Preparing material - removing staples, folds, etc.		\$1.880	Per minute
OCR PDF Files		\$7.520	Per File
Posting files to server or FTP Site		\$1.222	Per file
Copying files to CD/DVD		\$2.794	Each
Special Requests & Services			
Charged by the minute		\$1.880	Per minute
Per minute		\$1.880	
Per hour		\$112.850	
Minimum Charge		\$3.750	
Special Stock/Items		\$1.000	

OFFSET CHARGE SCHEDULE

Effective July 1, 2014

PRODUCT/SERVICE	Size	Price	Unit
Offset Printing			
For all jobs requiring metal plates, colored ink, and some speciality stocks including carbonless paper			
Master Preparation			
Negative Layout 13 x 18		\$4.994	Each
Clear Line Film (Negative) 11X14		\$22.790	Each
Plates Metal Plate/Single Burn** 13 X 18 Metal Plate/Single Burn**		\$7.976	Each
Direct Masters (AM Paper plates)		\$2.328	Each
Colored Ink Charges			
Machine wash up per add'l color ink		\$36.890	Each
**Non-stocked colors will be charged 30 min. mixing time.			
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Printing Only on lighter stock			
(i.e. 20#, 50#, 60#, 70#, Mylar, etc)			
Price includes 20# bond - alternate stock will be charged separately at current market price	8 1/2 x 11	\$0.0337	Each
Price includes 20# bond - alternate stock will be charged separately at current market price	8 1/2 x 11 8 1/2 x 14	\$3.368	Per 100
Each press run will be charged printing price	11 x 17 or 12 x 18	\$0.0682	Each
	11 x 17 or	\$6.816	Per 100
Printing Only on heavy stock			
(ie 65#, 67#, 100#, 110#, Rite in Rain, 3-Stripe, etc)			
Paper will be charged at current market price	8 1/2 x 11	\$0.0422	Each
Each press run will be charged printing price	11 x 17	\$0.0679	Each
		\$6.792	Per 100
Printing Only on carbonless paper stock			
(100 Shts = 50 sets 2 Part; 33 sets 3 Part; 25 sets 4 Part; 20 sets 5 Part)	8 1/2 x 11	\$0.0328	Each
Paper will be charged at current market price		\$3.276	
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Printing on Envelopes			
set-up charge		\$58.200	Each
printing per each for envelopes*		\$0.060	Each
* Does not include price of envelope stock			
All special handling will be charged at Offset's hourly rate.			
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Per minute		\$1.880	
Per hour		\$112.850	
Minimum Charge		\$3.750	
Special Stock/Items		\$1.000	

COLOR COPIER
Effective July 1, 2014

PRODUCT/SERVICE	SIZE	UNIT	COST
8 1/2 x 11 28# Color Copy paper			
1-999 copies	8 1/2 x 11	Each Sht	\$0.336
1000-1999 copies	8 1/2 x 11	Each Sht	\$0.289
2000 -5000 copies	8 1/2 x 11	Each Sht	\$0.233
5001-20,000 copies	8 1/2 x 11	Each Sht	\$0.171
over 20,000 copies	8 1/2 x 11	Each Sht	\$0.141
8 1/2 x 14 28# White Color Copy Paper			
1-999 copies	8 1/2 x 14	Each Sht	\$0.375
1000-1999 copies	8 1/2 x 14	Each Sht	\$0.356
2000 -5000 copies	8 1/2 x 14	Each Sht	\$0.300
5001-20,000 copies	8 1/2 x 14	Each Sht	0.262
over 20,000 copies	8 1/2 x 14	Each Sht	0.194
11 x 17 28# Color Copy paper			
1-999 copies	11 x 17	Each Sht	\$0.670
1000-1999 copies	11 x 17	Each Sht	\$0.576
2000 -5000 copies	11 x 17	Each Sht	\$0.463
5001-20,000 copies	11 x 17	Each Sht	\$0.339
over 20,000 copies	11 x 17	Each Sht	\$0.283
Black/White copies on color copier			
8 1/2 x 11 Bond	8 1/2 x 11	Each Sht	\$0.069
8 1/2 x 14 Bond	8 1/2 x 14	Each Sht	\$0.089
11 x 17 Bond	11 x 17	Each Sht	\$0.114
Overhead transparency		Each	\$1.314
Overhead with mounting		Each	\$2.602
All special handling will be charged hourly rate.			
Per Minute		Each	\$1.880
Per Hour		Each	\$112.850
Minimum Charge		Each	\$3.750
Special Charge		Each	\$1.000

ELECTRONIC DOCUMENT SERVICES
Effective July 1, 2014

PRODUCT/SERVICE	Price	Unit	Minimum
Preparation for scanning & reassembly			
Removing staples, folds, etc. and reassembly	\$1.880	Per minute	2
Small Format Scanning			
Scanning up to 11 x 17 B/W <i>(If less than 71 pages use minimum 9186)</i>	\$0.056	Each	67
Scanning up to 11 x 17 Color or Mixture <i>(If less than 39 pages use minimum 9186)</i>	\$0.094	Each	40
Small Format File Manipulation			
File manipulation	\$1.880	Per minute	2
Combining or renaming multiple files	\$1.880	Per minute	2
OCR PDF Files	\$7.520	Per File	1
Posting Files to server or FTP site	\$1.222	Per file	4
Copying files to CD/DVD	\$2.794	Each	2
Large Format Scanning			
Scanning 12 x 18	\$0.150	Each sheet	25
B/W Scanning up to 36" x 48"	\$2.256	Each sheet	2
Color Scanning up to 36" x 48"	\$3.760	Each sheet	1
<i>Scans larger than 36" x 48" will be charged additional scan time (call for estimate)</i>			
Large Format File Manipulation			
File manipulation/color balancing	\$1.880	Per minute	2
Combining or renaming multiple files	\$1.880	Per minute	2
Preparing material - removing staples, folds, etc.	\$1.880	Per minute	2
Posting files to server or FTP Site	\$1.222	Per file	4
Copying files to CD/DVD	\$2.794	Each	2
All special handling will be charged hourly rate.			
Per Minute	\$1.88	Each	\$2.020
Per Hour	\$112.85	Each	\$121.510
Minimum Charge	\$3.75	Each	\$3.750
Special Charges	\$1.00	Each	\$1.000

ENGINEERING - WIDE FORMAT COPIERS
Effective July 1, 2014

PRODUCT/SERVICE	SIZE	UNIT	COST
Black/White Wide Format - up to 36" Wide			
12 x 18 Paper Prints	12 x 18 / 11 x 17	Each sht	\$0.500
18 x 24 Paper Prints	18 x 24	Each sht	\$1.356
Paper Print	22 x 34 or 24 x 36	Each sht	\$3.120
Mylar Print	22 x 34 or 24 x 36	Each sht	\$6.334
Vellum Print	22 x 34 or 24 x 36	Each sht	\$5.120
Black/White Wide Format - Larger than 24 x 36			
Paper Print		Per sq/ft	\$0.596
Mylar Print		Per sq/ft	\$1.298
Vellum Print		Per sq/ft	\$0.906
Color Wide Format Prints			
Pre-flight/Set-up		Each File	\$5.264
24# Premium Paper - up to 36" Wide (Light Ink Coverage)		Per sq/ft	\$2.982
7 mil Matte Paper - up to 36" wide (Heavy/Solid Ink Coverage)		Per sq/ft	\$3.358
Photo Glossy or Matte Paper - (very high quality) up to 60" wide		Per sq/ft	\$4.272
Black/White Only on Plotter 24# paper		Per sq/ft	\$2.010
Black/White Only on Plotter 7 mil		Per sq/ft	\$2.180
Hand folding oversized documents		Each	\$1.880
All special handling will be charged hourly rate.			
Per Minute		Each	\$1.880
Per Hour		Each	\$112.850
Minimum Charge		Each	\$3.750
Special Charges		Each	\$1.000

BINDERY CHARGE SCHEDULE
Effective July 1, 2014

PRODUCT/SERVICE	SIZE	COST	UNIT
Collating - Loading			
Loading Pages/Bins 1 - 10	8 1/2 x 11/14	\$5.076	Ea. Run
Loading Pages/Bins 11 - 20	8 1/2 x 11/14	\$7.520	Ea. Run
Loading Pages/Bins 21 - 30	8 1/2 x 11/14	\$14.100	Ea. Run
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Loading Pages/Bins 1 - 10	11 x 17	\$9.400	Ea. Run
Loading Pages/Bins 11 - 20	11 x 17	\$13.160	Ea. Run
Loading Pages/Bins 21 - 30	11 x 17	\$18.800	Ea. Run
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Collating - Run time	8 1/2 x 11	\$0.028	Each
	8 1/2 x 11	\$2.820	Per 100
	8 1/2 x 14	\$0.028	Each
	11 x 17	\$0.053	Each
	11 x 17	\$5.264	Per 100
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Marrying Collated Stacks			
Minimum & up to 50 sets			
2 Stacks (31 - 60 shts)	All	\$8.460	minimum
3 Stacks (61 - 90 shts)	All	\$9.400	minimum
4 Stacks (91 - 120 shts)	All	\$12.220	minimum
5 Stacks (121 - 150 shts)	All	\$14.100	minimum
6 Stacks (151 - 180 shts)	All	\$17.860	minimum
7 Stacks (181 - 210 shts)	All	\$19.740	minimum
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Over 50 copies/per each 100 sets (use Dec.)			
2 Stacks (31 - 60 shts)	All	\$15.980	Ea. 100 sets
3 Stacks (61 - 90 shts)	All	\$18.424	Ea. 100 sets
4 Stacks (91 - 120 shts)	All	\$23.500	Ea. 100 sets
5 Stacks (121 - 150 shts)	All	\$26.320	Ea. 100 sets
6 Stacks (151 - 180 shts)	All	\$35.720	Ea. 100 sets
7 Stacks (181 - 210 shts)	All	\$41.360	Ea. 100 sets
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Marrying 2 stacks at stitcher		\$0.282	Ea. Set
Hand collating		\$0.034	Each
Hand inserting sheets		\$0.066	Each
		\$6.580	Per 100
Insert spine, cover & contents into notebook		\$1.692	Each

BINDERY CHARGE SCHEDULE

Effective July 1, 2014

PRODUCT/SERVICE	SIZE	COST	UNIT
Saddle Stitching w/folding - Minimum charge -100 sets (Does not include collating)			
Minimum charge up to 100	8 1/2 x 11	\$11.430	Minimum
over 100	8 1/2 x 11	\$0.114	Each
Minimum charge up to 100	11 x 17	\$15.190	Minimum
over 100	11 x 17	\$0.152	Each
Wire Stitching up to 220 sheets			
1 - 3 Staples		\$0.177	Each set
Stapling - 20 pg. max.			
		\$0.038	Each Set
Padding			
Per Pad (50 - 100 shts/pad)		\$0.200	Each Pad
Chipboard backing		\$0.020	Each Pad
Fan Padding - Carbonless paper			
	ALL SIZES	\$0.043	Each Sht
		\$4.260	
Drilling holes			
1 - 500 sheets	ALL SIZES	\$2.820	minimum
over 500 sheets		\$0.006	Each sht
over 9999 sheets		\$0.600	Per 100
Folding			
8 1/2 X 11 on machine			
1 - 500 sheets	8 1/2 X 11	\$4.700	Minimum
over 500 sheets		\$0.006	Each sht
over 9999 sheets		\$0.600	Per 100
11 X 17/12 X 18 - on machine			
1 - 500 sheets	11 X 17 OR	\$6.580	Minimum
over 500 sheets	12 X 18	\$0.009	Each sht
over 9999 sheets		\$0.900	Per 100
Single sheets, by hand			
	ALL SIZES	\$0.113	Each sht
Multiple sheet sets in 1/2 by hand			
	ALL SIZES	\$0.150	Each set
Multiple sheet sets in 1/3 by hand			
	ALL SIZES	\$0.207	Each set

BINDERY CHARGE SCHEDULE

Effective July 1, 2014

PRODUCT/SERVICE	SIZE	COST	UNIT
Tabbing or Labeling			
Machine Set-up (minimum charge)		\$28.200	Minimum
Labeling - pin fed 1 across		\$0.075	EACH
2 TABS		\$0.085	EACH
Cutting			
2" thick lifts (charged by the minute)	ALL SIZES	\$1.880	per minute
Shrink wrapping			
Minimum of 100 sheets per package	ALL SIZES	\$0.546	Each pkg
Laminating			
Price per sq/ft (6 sq. ft. minimum)			
38" Wide - Encapsulated 10 Mil		\$2.266	/sq.ft.
Laminated and mounted material must be trimmed to size after laminating -			
Mount on Foamcore (1/4") -- Full sheet minimum			
24x36 No Laminating		\$25.780	Sheet
32x40 No Laminating <small>Discontinuing Check for Availability</small>		\$29.280	Sheet
36x48 No Laminating		\$41.940	Sheet
24x36 Matte Laminate		\$31.030	Sheet
36x48 Matte Laminating		\$51.790	Sheet
24x36 Glossy Laminating		\$29.130	Sheet
36x48 Glossy Laminating		\$48.160	Sheet
Trimming - Lamination & Foam Core			
Cards and up to 8 1/2 x 11		\$0.376	ea.
Up to 11x17		\$0.564	ea.
Up to 36x48		\$9.400	ea.
Over 36x48		\$13.160	ea.
Banners		\$18.800	ea.
Framing Trim for Foam Core Prints			
(black, gun metal, gold, white)			
1/2" trim - per linear foot		\$1.314	lin foot

BINDERY CHARGE SCHEDULE
Effective July 1, 2014

PRODUCT/SERVICE	SIZE	COST	UNIT
Book Binding			
19-ring - black			
5/16"	(20 Shts)	\$0.926	Each
3/8"	(40 shts)	\$0.936	Each
7/16"	(60 shts)	\$0.956	Each
1/2"	(90 shts)	\$1.060	Each
9/16"	(100 shts)	\$1.446	Each
5/8"	(120 shts)	\$1.852	Each
3/4"	(150 shts)	\$2.070	Each
7/8"	(170 shts)	\$2.100	Each
1"	(200 shts)	\$2.546	Each
1 1/4"	(230 shts)	\$2.962	Each
1 1/2"	(290 shts)	\$3.368	Each
1 3/4"	(360 shts)	\$3.972	Each
2"	(420 shts)	\$4.616	Each
Coil - black			
6 MM	(20 shts)	\$1.202	Each
7 MM	(30 shts)	\$1.202	Each
8 MM	(50 shts)	\$1.396	Each
9 MM	(75 shts)	\$1.600	Each
10 MM	(90 shts)	\$1.624	Each
12 MM	(105 shts)	\$1.644	Each
14 MM	(120 shts)	\$4.852	Each
16 MM	(140 shts)	\$1.996	Each
18 MM	(160 shts)	\$2.506	Each
20 MM	(180 shts)	\$2.734	Each
22 MM	(200 shts)	\$3.368	Each
25 MM	(220 shts)	\$3.982	Each
28 MM	(250 shts)	\$5.160	Each
32MM	(300 shts)	\$5.784	Each

BINDERY CHARGE SCHEDULE

Effective July 1, 2014

PRODUCT/SERVICE	SIZE	COST	UNIT
Tape - black			
11" Black Narrow Strips - 3 shts - 1/2"	Narrow	\$0.924	Each
11" Black Medium Strips - 1/2" - 1"	Medium	\$0.992	Each
11" Black Wide Strips - 1" - 1 1/2"	Wide	\$1.128	Each
8 1/2" Black Narrow Strips 3 shts - 1/2"	Narrow	\$0.924	Each
3-ring binder			
1/2" White		\$2.700	Each
1" White		\$2.700	Each
1 1/2" White		\$3.500	Each
2" White		\$4.200	Each
3" White		\$5.600	Each
Insert spine, cover & contents into notebook		\$1.692	Each
Clear Plastic Covers			
Plastic for Coil or 19-ring	8 1/2 x 11	\$0.350	Each
Plastic for Tapebind	8 1/2 x 11	\$0.380	Each
	11X17	\$0.910	Each
Contract Distribution Charges			
Blue Manuscript Cover Stock	per set of 50	\$3.050	Ea Set
Bid Envelopes		\$13.000	per set of 50
10 x 13		\$0.290	Ea.
12 x 15		\$0.350	Ea.
14 1/2 x 15		\$0.520	Ea.
Marrying 2 stacks at stitcher		\$0.280	Ea.
Mailing & Distribution		\$3.760	Ea.
All special handling will be charged at Bindery's hourly rate.			
Per minute		\$1.880	
Per hour		\$112.850	
Minimum charge		\$3.750	
Special charges		\$1.000	

CD DUPLICATION CHARGES
Effective July 1, 2014

PRODUCT/SERVICE	Price	Unit
CD Duplication		
All orders will include 2 1/2 min set-up charge	\$4.700	Each
CD Duplication printed w/label -(under 300 meg)	\$1.730	Each
CD Duplication printed w/label -(over 300 meg)	\$3.234	Each
DVD Duplication printed w/ label - (under 2 gig)	\$3.720	Each
DVD Duplication printed w/ label - (over 2 gig)	\$5.600	Each
Label Design - (Est 2 1/2 min ea w/furnished jpg)	\$4.700	Each
AN ELECTRONIC JPG, TIF, GIF ETC MUST BE SUBMITTED FOR LABEL		
CD Cases - Price includes inserting into case/sleeve		
Paper Sleeve w/viewing window	\$0.250	Each
Slim-line Jewel Case	\$0.378	Each
Regular Jewel Case (Single CD)	\$0.732	Each
Inserting Case Covers		
Front Case Cover Only (Folded or Flat)	\$0.620	Each
Front & Back (w/sides) Full Size Jewel Case Only	\$1.880	Each
CD sleeves - Price includes inserting into case/sleeve and sticking adhesive onto covers		
Single sleeve (holds 2 CD's front to back)	\$0.735	Each
Double sleeve (holds 2 CD's top and bottom)	\$1.246	Each
Clear plastic adhesive sleeve - single only	\$1.076	Each
Cardboard mailing envelope for CD/DVD	\$0.100	Each