



OPERATIONS COMMITTEE
August 19, 2004

SUBJECT: OUTSIDE REPROGRAPHIC SERVICES

ACTION: AWARD BENCH CONTRACTS FOR REPROGRAPHIC SERVICES

RECOMMENDATION

- A. Authorize the Chief Executive Officer to execute five-year, multiple award agreements with Ford Graphics, Litigation Graphic Technology, Copy Page, and Universal Reprographics, for outside reprographic services, for a period of five years, inclusive of two, one-year options, effective September 1, 2004, with a cumulative total amount not to exceed \$750,000.
- B. Authorize the Chief Executive Officer to execute Task or Contract Work Orders under these agreements for reprographic services.

RATIONALE

Metro has a copy center that is able to fulfill the majority of all staff requirements for high speed, large volume copying. However, in specific situations, it is more cost effective for Metro to send copying requirements to an outside service provider for the following reasons:

- Some jobs require specialized copying (e.g., blueprints, sepias, and electronic file conversion) that Metro lacks the necessary specialized equipment to produce.
- Other jobs, such as those associated with ongoing litigation, public records requests, and large transportation planning projects, require voluminous copying within a very short deadline that Metro is unable to meet without staff overtime.
- During the “Shake-up” periods, Metro’s reprographic resources are primarily utilized in producing paddles, maps, routes, summaries, bid sets, and schedules resulting in constrictive time allowance. During these times, when requests for large jobs with tight deadlines are received simultaneously, meeting all of the deadlines is either impossible or would require extensive overtime labor which is more expensive than sending work to an outside service provider. The award of these contracts will establish a bench of

qualified reprographics service providers for as-needed services to ensure that the above copying requirements are met consistently, cost-effectively, and within the required timeframe. This bench will enable Metro to issue individual task orders to contractors of the bench without formally advertising each job.

Prior to issuing a task order from the outside reprographics bench, staff will evaluate in-house production capabilities. If a determination is made that the services required cannot be provided in-house within specified time constraints, staff will proceed with selecting a bench contractor. This selection will be based upon the lowest price quoted for the particular service in the comprehensive price lists submitted in the successful bids, as well as the ability to meet Metro's turnaround/delivery requirements. This method of allowing Metro the flexibility to obtain the needed services in a cost-effective and timely manner has proven effective in the past.

FINANCIAL IMPACT

Funding of \$80,000 for this service is included in the FY05 budget in cost center number 6420, Copying Services under projects 100030, 100060, and 100080, line item 50320, Outside Printing Services. Since this is a multi-year contract, the cost center manager and Executive Officer will be accountable for budgeting the cost in future years, including any option exercised. During the first half of FY04, approximately \$33,000 was expended on this line item.

ALTERNATIVES CONSIDERED

- 1) Use Metro overtime labor to handle specialized, time-sensitive projects. This alternative is not recommended because overtime labor is considerably more costly than using an outside vendor. Moreover, Metro frequently does not have sufficient staff or equipment to perform certain jobs, especially during "Shake-up" when all resources are stretched thin.
- 2) Purchase the specialized equipment. This is not a viable alternative since the Metro copy center does not have the space to store the equipment, and there would be a high cost associated with purchasing and maintaining the equipment.

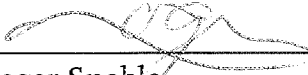
ATTACHMENTS

- A. Procurement Summary
- A-1 Procurement History
- A-2 List of Subcontractors
- B. Bid Sheet Summary

Prepared by: Brian Soto
Director of General Services



Don Ott
Executive Officer, Administration



Roger Snoble
Chief Executive Officer

BOARD REPORT ATTACHMENT A
PROCUREMENT SUMMARY

OUTSIDE REPROGRAPHIC SERVICES BENCH

1.	Contract Number: PS0642001533		
2.	Recommended Vendors: Ford Graphics, Litigation Graphic Technology, Copy Page, and Universal Reprographics		
3.	Cost/Price Analysis Information:		
	A. Bid/Proposed Price: \$750,000	Recommended Price: \$750,000	
	B. Details of Significant Variances are in Attachment A-1.D		
4.	Contract Types: Fixed Unit Rates		
5.	Procurement Dates:		
	A. Issued: March 29, 2004		
	B. Advertised: March 29, 2004		
	C. Pre-bid/proposal Conference: April 6, 2004		
	D. Bids/Proposals Due: May 10, 2004		
	E. Pre-Qualification Completed: May 28, 2004		
	F. Conflict of Interest Form Submitted to Ethics: June 1, 2004		
6.	Small Business Participation:		
	A. Bid/Proposal Goal: No goal recommended	Date Small Business Evaluation Completed: 2/25/04	
	B. Small Business Commitment: No goal recommended		
7.	Invitation for Bid/Request for Proposal Data:		
	Notifications Sent: 167	Bid/Proposals Picked up: 17	Bid/Proposals Received: 9
8.	Evaluation Information:		
	A. Bidders/Proposers Names:	<u>Bids/Proposals Amount for all jobs listed in IFB*:</u>	<u>Best and Final Offer Amount:</u>
	Litigation Graphic Technology	\$ 940,313.63	N/A
	Copy Page	\$1,080,570.44	
	Ford Graphics	\$1,231,121.84	
	Universal Reprographics	\$1,340,838.08	
	Evaluation Methodology: Lowest, Responsive, Responsible Bidders		
9.	Protest Information:		
	A. Protest Period End Date: August 26, 2004		
	B. Protest Receipt Date: TBD		
	C. Disposition of Protest Date: TBD		
10.	Contract Administrator: Jean Belvin	Telephone Number: 922-1041	
11.	Project Manager: Robert Sanders	Telephone Number: 922-2374	

*See Attachment B

BOARD REPORT ATTACHMENT A-1
PROCUREMENT HISTORY

OUTSIDE REPROGRAPHIC SERVICES

A. Background of Contractors

Ford Graphics

Ford Graphics was founded in 1960. Their Southern California headquarters is located in Glendale, California. They currently have 118 employees. Bought out by American Reprographics in 1997, it is run as an independent reprographic company. Major areas of focus are management, printing & distribution. They have handled printing jobs for Metro and have provided satisfactory service.

Litigation Graphic Technology

APC Technology Inc., dba Litigation Graphic Technology (LGT), was founded in 1987. They are located in Los Angeles. LGT is a full-service litigation outsource support firm providing information conversion, management, electronic data discovery and presentation graphics technologies to clients nationwide. Some of the companies serviced by LGT are Caltrans Legal, City of Los Angeles, and Los Angeles Unified School District (LAUSD).

Copy Page

Copy Page was founded in 1992 and is located in Los Angeles. It is primarily a reprographics firm. They have done work for Caltrans and the Los Angeles Department of Transportation.

Universal Reprographics

Universal Reprographics, Inc. (URI) was founded in 1959. They are located in Los Angeles. URI specializes in both large and small format copying and digital printing. They offer color copying, digital printing and have full bindery, mounting and laminating capabilities. URI currently has purchase orders with Metro for copying and printing plans and specification documents. They have also done business with SCRRA Metrolink, Government Printing Office and LAUSD.

All recommended firms received satisfactory reference checks.

B. Procurement Background

Invitation for Bids (IFB) No. PS64201533 was issued and advertised on March 29, 2004. A Pre-bid conference was held on April 6, 2004. IFBs went out to 21 firms. A total of 9 bids were received and opened on May 10, 2004.

The Diversity & Economic Opportunity Department (DEOD) did not recommend a DBE goal for this procurement. However, pursuant to their guidelines, should any contractor utilize the services of a subcontractor, the contractor will maximize use of DBE subcontractors.

C. Evaluation of Bids

Procurement and the Project Manager evaluated the bids for responsiveness and responsibility. Five of the nine bidders were deemed non-responsive for the following reasons: Unlimited Reprographics and Kinko's & Bliss did not include pricing for all items in the IFB; Omnidox, Better Instant Copy and Kinkos did not submit pre-qualification paperwork. References were checked for the four lowest responsive bidders and were found to be satisfactory. The procurement was processed in compliance with applicable procurement policies and procedures.

D. Cost/Price Analysis Explanation of Variances

The recommended bid price of \$750,000 has been determined to be fair and reasonable based upon selection of the lowest responsive and responsible bidders and price analysis. The recommended bid price resulted in no net increase from the historical price. The bid requested three-year pricing with two one-year options for a five-year total package. The bid documents included a comprehensive itemization of individual units of possible reprographic requirements. The bench of contractors will be awarded task orders on an as-needed basis. Award will be based on review of bid price list from each contractor to determine lowest price for the job and ability to meet the time requirements. A comparison of unit prices shows an average decrease of 3.37% from the previous list contracted three years ago.

BOARD REPORT ATTACHMENT A-2
LIST OF SUBCONTRACTORS

OUTSIDE REPROGRAPHIC SERVICES

Prime Contractor: Ford Graphics

Subcontractor(s): None

Prime Contractor: Litigation Graphic Technology

Subcontractor(s): None

Prime Contractor: Copy Page

Subcontractor(s): None

Prime Contractor: Universal Reprographics

Subcontractor(s): None

Total Commitment: No goal recommended

ATTACHMENT B*

BID SUMMARY

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY

BID TABULATION PS64201533 Outside Reprographic Services

Bids Out: 04/30/04 Total: 21

Bids Opened: 05/10/04 Total: 9

Adv. Date: 03/29/04

Newspaper: Daily News, La Opinion,

Chinese Daily News and LA Watts

Times

Year 1				Litigation Graphic Technology		Copy Page		Ford Graphics		Universal Reprographics, Inc.	
Item	Description	UM	Est. Qty	Unit	Extension	Unit	Extension	Unit	Extension	Unit	Extension
1	Electrostatic LDC bond	Per/Sq. Ft	50	\$0.06	\$3.00	\$0.35	\$17.50	\$1.00	\$50.00	0.045	\$2.25
2	Electrostatic LDC vellum	Per/Sq. Ft	50	\$0.50	\$25.00	\$3.05	\$152.50	\$1.25	\$62.50	0.250	\$12.50
3	Erase Vellum	Per/Sq. Ft	50	\$0.80	\$40.00	\$4.35	\$217.50	\$1.50	\$75.00	0.280	\$14.00
4	Mylar	Per/Sq. Ft	50	\$2.00	\$100.00	\$6.40	\$320.00	\$2.00	\$100.00	1.050	\$52.50
5	Staple sets (3 per set)	Each set	50	\$0.15	\$7.50	\$0.80	\$40.00	\$0.55	\$27.50	0.250	\$12.50
6	Edge bind with staples (3 per set)	Each set	50	\$0.23	\$11.50	\$2.40	\$120.00	\$1.25	\$62.50	0.650	\$32.50
7	Screw posts ½"	Each	50	\$0.25	\$12.50	\$12.00	\$600.00	\$4.00	\$200.00	1.000	\$50.00
8	Screw posts 1"	Each	50	\$0.50	\$25.00	\$12.00	\$600.00	\$5.50	\$275.00	1.000	\$50.00
9	Screw posts 2"	Each	50	\$0.75	\$37.50	\$12.00	\$600.00	\$8.00	\$400.00	1.000	\$50.00
10	Three-hole punch (per set)	Each set	5000	\$0.009	\$45.00	\$0.02	\$100.00	\$0.50	\$2,500.00	1.000	\$5,000.00
11	2-part	Each sets	500	\$0.02	\$10.00	\$0.15	\$75.00	\$0.25	\$125.00	0.280	\$140.00
12	3-part	Each sets	500	\$0.25	\$125.00	\$0.20	\$100.00	\$0.40	\$200.00	0.400	\$200.00
13	4-part	Each sets	500	\$0.35	\$175.00	\$0.25	\$125.00	\$0.70	\$350.00	0.460	\$230.00
14	Bond (white 201 b)	Each copy	300,000	\$0.025	\$7,500.00	\$0.07	\$21,000.00	\$0.018	\$5,400.00	0.022	\$6,600.00
15	Bond (white 201b)	Each copy	20,000	\$0.03	\$600.00	\$0.12	\$2,400.00	\$0.03	\$600.00	0.040	\$800.00
16	Bond (white 201b)	Each copy	40,000	\$0.05	\$2,000.00	\$0.18	\$7,200.00	\$0.05	\$2,000.00	0.050	\$2,000.00
17	Tab dividers	Each	500	\$0.20	\$100.00	\$0.50	\$250.00	\$0.20	\$100.00	0.150	\$75.00
18	Divider inserts (color) 20 lb	Each	500	\$0.02	\$10.00	\$0.35	\$175.00	\$0.05	\$25.00	0.050	\$25.00
19	Divider inserts (color) 110 lb	Each	500	\$0.04	\$20.00	\$0.35	\$175.00	\$0.10	\$50.00	0.100	\$50.00
20	Transparencies	Each	100	\$1.00	\$100.00	\$2.50	\$250.00	\$1.00	\$100.00	0.350	\$35.00
21	Bubble Jet Printing (color)	Each	50	\$15.00	\$750.00	\$30.00	\$1,500.00	\$15.00	\$750.00	30.000	\$1,500.00
22	Bubble Jet Printing (color)	Each	50	\$25.00	\$1,250.00	\$60.00	\$3,000.00	\$30.00	\$1,500.00	48.000	\$2,400.00
23	Light litigation	Each	240,000	\$0.044	\$10,560.00	\$0.06	\$14,400.00	\$0.05	\$12,000.00	0.100	\$24,000.00
24	Medium litigation	Each	500,000	\$0.095	\$47,500.00	\$0.08	\$40,000.00	\$0.147	\$73,500.00	0.150	\$75,000.00
25	Heavy litigation	Each	500,000	\$0.14	\$70,000.00	\$0.13	\$65,000.00	\$0.187	\$93,500.00	0.220	\$110,000.00
26	Laser color prints ...24 lb.	Each copy	10,000	\$0.50	\$5,000.00	\$0.49	\$4,900.00	\$0.50	\$5,000.00	0.250	\$2,500.00
27	Laser color prints -24 lb.	Each copy	5,000	\$0.55	\$2,750.00	\$0.79	\$3,950.00	\$0.65	\$3,250.00	0.350	\$1,750.00
28	Laser color prints —24 lb.	Each copy	5,000	\$0.85	\$4,250.00	\$0.99	\$4,950.00	\$0.75	\$3,750.00	0.400	\$2,000.00
29	Book folding	Each	50	\$0.08	\$4.00	\$0.10	\$5.00	\$0.10	\$5.00	0.100	\$5.00
30	Tri fold	Each	5000	\$0.07	\$350.00	\$0.05	\$250.00	\$0.05	\$250.00	0.100	\$500.00
31	Hand collating —20 lb.	Each	500	\$0.03	\$15.00	\$0.05	\$25.00	\$0.05	\$25.00	0.100	\$50.00
32	Hand collating —20 lb.	Each	500	\$0.07	\$35.00	\$0.10	\$50.00	\$0.05	\$25.00	0.100	\$50.00
33	Inserting and Pulling	Each	500	\$0.05	\$25.00	\$0.10	\$50.00	\$0.05	\$25.00	0.100	\$50.00
34	Acetate Covers - 10.Mil.	Each	400	\$0.30	\$120.00	\$1.00	\$400.00	\$0.35	\$140.00	0.320	\$128.00
35	Three-hole punch	Each	5,000	\$0.003	\$15.00	\$0.005	\$25.00	\$0.02	\$100.00	0.0035	\$17.50
36	Five & Seven-hole punch	Each	100	\$0.01	\$1.00	\$0.01	\$1.00	\$0.04	\$4.00	0.075	\$7.50
37	Stapling	Each	5,000	\$0.02	\$100.00	\$0.01	\$50.00	\$0.05	\$250.00	0.050	\$250.00
38	Velobine punch and bind 1"	Each	3,000	\$0.80	\$2,400.00	\$2.00	\$6,000.00	\$1.50	\$4,500.00	0.500	\$1,500.00
39	Velobine punch and bind 2"	Each	1,000	\$0.85	\$850.00	\$2.25	\$2,250.00	\$2.00	\$2,000.00	0.500	\$500.00

*Task order basis; will issue as needed; no minimum guarantee

ATTACHMENT B*
BID SUMMARY
LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY
BID TABULATION PS64201533 Outside Reprographic Services

Bids Out: 04/30/04 Total: 21
 Bids Opened: 05/10/04 Total: 9
 Adv. Date: 03/29/04
 Newspaper: Daily News, La Opinion,
 Chinese Daily News and LA Watts
 Times

(Year 1 Con't)

				Litigation Graphic Technology		Copy Page		Ford Graphics		Universal Reprographics, Inc.	
Item	Description	UM	Est. Qty	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
40	Velobine punch and bind 3"	Each	300	\$1.25	\$375.00	\$3.00	\$900.00	\$2.50	\$750.00	0.500	\$150.00
41	GBS plastic Comb punch and bind 3/16" — 1/2"	Each	2,000	\$0.75	\$1,500.00	\$2.00	\$4,000.00	\$1.25	\$2,500.00	0.500	\$1,000.00
42	GBS plastic Comb punch and bind 1/2" — 1"	Each	1,000	\$0.80	\$800.00	\$2.00	\$2,000.00	\$1.25	\$1,250.00	0.500	\$500.00
43	GBS plastic Comb punch and bind 1" — 1/2"	Each	1,000	\$1.10	\$1,100.00	\$2.00	\$2,000.00	\$1.50	\$1,500.00	0.500	\$500.00
44	GBS plastic Comb punch and bind 1 1/2" — 2"	Each	500	\$1.50	\$750.00	\$3.00	\$1,500.00	\$1.50	\$750.00	0.500	\$250.00
45	Gage 5.0 Mil	Pen/Sq. Ft.	500	\$1.25	\$625.00	\$2.00	\$1,000.00	\$1.50	\$750.00	2.000	\$1,000.00
46	Gage 10.0 Mil	Pen/Sq. Ft.	500	\$2.50	\$1,250.00	\$5.00	\$2,500.00	\$1.75	\$875.00	3.000	\$1,500.00
47	Chicago Screw post 1/2" - 1"	Each set	50	\$0.50	\$25.00	\$12.00	\$600.00	\$4.00	\$200.00	1.000	\$50.00
48	Chicago Screw post 1" - 1/2"	Each set	50	\$1.00	\$50.00	\$12.00	\$600.00	\$5.00	\$250.00	1.000	\$50.00
49	Chicago Screw post 1 1/2" — 2"	Each set	50	\$1.20	\$60.00	\$12.00	\$600.00	\$6.00	\$300.00	1.000	\$50.00
50	Acco fastners	Each	50	\$0.30	\$15.00	\$2.00	\$100.00	\$1.25	\$62.50	0.300	\$15.00
51	Mounting foam core board	Pen/Sq. Ft.	150	\$2.00	\$300.00	\$3.00	\$450.00	\$3.00	\$450.00	3.000	\$450.00
52	Printing from electronic files	Each page	1,000	\$0.05	\$50.00	\$0.10	\$100.00	\$0.00	\$0.00	0.020	\$20.00
53	Pick-up of originals	Each trip	300	\$6.50	\$1,950.00	N/C	\$0.00	\$4.00	\$1,200.00	3.500	\$1,050.00
54	Delivery of originals and completed jobs	Each trip	300	\$6.50	\$1,950.00	N/C	\$0.00	\$4.00	\$1,200.00	3.500	\$1,050.00
55	Extra charge for "Rush" pick-up	Each trip	10	\$15.00	\$150.00	\$15.00	\$150.00	\$0.00	\$0.00	25.000	\$250.00
Subtotal					\$167,872.00		\$197,823.50		\$225,314.00		\$245,524.25
Sales Tax 8.25%					\$13,849.44		\$16,320.44		\$18,588.41		\$20,255.75
Total Bid Year 1					\$181,721.44		\$214,143.94		\$243,902.41		\$265,780.00

ATTACHMENT B*

BID SUMMARY

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY

BID TABULATION PS64201533 Outside Reprographic Services

Bids Out: 04/30/04 Total: 21
 Bids Opened: 05/10/04 Total: 9
 Adv. Date: 03/29/04
 Newspaper: Daily News, La Opinion,
 Chinese Daily News and LA Watts
 Times

Year 2				Litigation Graphic Technology		Copy Page		Ford Graphics		Universal Reprographics, Inc.	
Item	Description	UM	Est. Qty	Unit	Extension	Unit	Extension	Unit	Extension	Unit	Extension
1	Electrostatic LDC bond	Per/Sq. Ft	50	\$0.06	\$3.00	\$0.40	\$20.00	\$1.00	\$50.00	0.047	\$2.35
2	Electrostatic LDC vellum	Per/Sq. Ft	50	\$0.50	\$25.00	\$3.50	\$175.00	\$1.25	\$62.50	0.280	\$14.00
3	Erase Vellum	Per/Sq. Ft	50	\$0.80	\$40.00	\$4.50	\$225.00	\$1.50	\$75.00	0.300	\$15.00
4	Mylar	Per/Sq. Ft	50	\$2.00	\$100.00	\$7.00	\$350.00	\$2.00	\$100.00	1.150	\$57.50
5	Staple sets (3 per set)	Each set	50	\$0.15	\$7.50	\$0.80	\$40.00	\$0.55	\$27.50	0.300	\$15.00
6	Edge bind with staples (3 per set)	Each set	50	\$0.23	\$11.50	\$2.40	\$120.00	\$1.25	\$62.50	0.750	\$37.50
7	Screw posts 1/2"	Each	50	\$0.25	\$12.50	\$12.00	\$600.00	\$4.00	\$200.00	1.000	\$50.00
8	Screw posts 1"	Each	50	\$0.50	\$25.00	\$12.00	\$600.00	\$5.50	\$275.00	1.000	\$50.00
9	Screw posts 2"	Each	50	\$0.75	\$37.50	\$12.00	\$600.00	\$8.00	\$400.00	1.000	\$50.00
10	Three-hole punch (per set)	Each set	5000	\$0.009	\$45.00	\$0.02	\$100.00	\$0.50	\$2,500.00	1.000	\$5,000.00
11	2-part	Each sets	500	\$0.02	\$10.00	\$0.15	\$75.00	\$0.25	\$125.00	0.280	\$140.00
12	3-part	Each sets	500	\$0.25	\$125.00	\$0.20	\$100.00	\$0.40	\$200.00	0.400	\$200.00
13	4-part	Each sets	500	\$0.35	\$175.00	\$0.25	\$125.00	\$0.70	\$350.00	0.460	\$230.00
14	Bond (white 201 b)	Each copy	300,000	\$0.03	\$7,500.00	\$0.07	\$21,000.00	\$0.018	\$5,400.00	0.024	\$7,200.00
15	Bond (white 201b)	Each copy	20,000	\$0.03	\$600.00	\$0.12	\$2,400.00	\$0.03	\$600.00	0.044	\$880.00
16	Bond (white 201b)	Each copy	40,000	\$0.05	\$2,000.00	\$0.18	\$7,200.00	\$0.05	\$2,000.00	0.052	\$2,080.00
17	Tab dividers	Each	500	\$0.20	\$100.00	\$0.50	\$250.00	\$0.20	\$100.00	0.200	\$100.00
18	Divider inserts (color) 20 lb	Each	500	\$0.02	\$10.00	\$0.35	\$175.00	\$0.05	\$25.00	0.060	\$30.00
19	Divider inserts (color) 110 lb	Each	500	\$0.04	\$20.00	\$0.35	\$175.00	\$0.10	\$50.00	0.120	\$60.00
20	Transparencies	Each	100	\$1.00	\$100.00	\$2.50	\$250.00	\$1.00	\$100.00	0.400	\$40.00
21	Bubble Jet Printing (color)	Each	50	\$15.00	\$750.00	\$30.00	\$1,500.00	\$15.00	\$750.00	0.350	\$17.50
22	Bubble Jet Printing (color)	Each	50	\$25.00	\$1,250.00	\$60.00	\$3,000.00	\$30.00	\$1,500.00	50.000	\$2,500.00
23	Light litigation	Each	240,000	\$0.044	\$10,560.00	\$0.06	\$14,400.00	\$0.05	\$12,000.00	0.100	\$24,000.00
24	Medium litigation	Each	500,000	\$0.095	\$47,500.00	\$0.08	\$40,000.00	\$0.147	\$73,500.00	0.150	\$75,000.00
25	Heavy litigation	Each	500,000	\$0.14	\$70,000.00	\$0.13	\$65,000.00	\$0.187	\$93,500.00	0.220	\$110,000.00
26	Laser color prints ...24 lb.	Each copy	10,000	\$0.50	\$5,000.00	\$0.49	\$4,900.00	\$0.50	\$5,000.00	0.280	\$2,800.00
27	Laser color prints -24 lb.	Each copy	5,000	\$0.55	\$2,750.00	\$0.79	\$3,950.00	\$0.65	\$3,250.00	0.380	\$1,900.00
28	Laser color prints —24 lb.	Each copy	5,000	\$0.85	\$4,250.00	\$0.99	\$4,950.00	\$0.75	\$3,750.00	0.450	\$2,250.00
29	Book folding	Each	50	\$0.08	\$4.00	\$0.10	\$5.00	\$0.10	\$5.00	0.100	\$5.00
30	Tri fold	Each	5000	\$0.07	\$350.00	\$0.50	\$2,500.00	\$0.05	\$250.00	0.100	\$500.00
31	Hand collating —20 lb.	Each	500	\$0.03	\$15.00	\$0.05	\$25.00	\$0.05	\$25.00	0.100	\$50.00
32	Hand collating —20 lb.	Each	500	\$0.07	\$35.00	\$0.10	\$50.00	\$0.05	\$25.00	0.100	\$50.00
33	Inserting and Pulling	Each	500	\$0.05	\$25.00	\$0.10	\$50.00	\$0.05	\$25.00	0.100	\$50.00
34	Acetate Covers - 10.Mil.	Each	400	\$3.00	\$1,200.00	\$1.00	\$400.00	\$0.35	\$140.00	0.350	\$140.00
35	Three-hole punch	Each	5,000	\$0.003	\$15.00	\$0.005	\$25.00	\$0.02	\$100.00	0.0035	\$17.50
36	Five & Seven-hole punch	Each	100	\$0.01	\$1.00	\$0.01	\$1.00	\$0.04	\$4.00	0.075	\$7.50
37	Stapling	Each	5,000	\$0.02	\$100.00	\$0.01	\$50.00	\$0.05	\$250.00	0.050	\$250.00
38	Velobine punch and bind 1"	Each	3,000	\$0.80	\$2,400.00	\$2.00	\$6,000.00	\$1.50	\$4,500.00	0.500	\$1,500.00
39	Velobine punch and bind 2"	Each	1,000	\$0.85	\$850.00	\$2.25	\$2,250.00	\$2.00	\$2,000.00	0.500	\$500.00

ATTACHMENT B*
 BID SUMMARY
 LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY
 BID TABULATION PS64201533 Outside Reprographic Services

Bids Out: 04/30/04 Total: 21
 Bids Opened: 05/10/04 Total: 9
 Adv. Date: 03/29/04
 Newspaper: Daily News, La Opinion,
 Chinese Daily News and LA Watts
 Times

(Year 2 Con't)				Litigation Graphic Technology		Copy Page		Ford Graphics		Universal Reprographics, Inc.	
Item	Description	UM	Est. Qty	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
40	Velobine punch and bind 3"	Each	300	\$1.25	\$375.00	\$3.00	\$900.00	\$2.50	\$750.00	0.500	\$150.00
41	GBS plastic Comb punch and bind 3/16" --- 1/2"	Each	2,000	\$0.75	\$1,500.00	\$2.00	\$4,000.00	\$1.25	\$2,500.00	0.600	\$1,200.00
42	GBS plastic Comb punch and bind 1/2" - 1"	Each	1,000	\$0.80	\$800.00	\$2.00	\$2,000.00	\$1.25	\$1,250.00	0.600	\$600.00
43	GBS plastic Comb punch and bind 1" --- 1/2"	Each	1,000	\$1.10	\$1,100.00	\$2.00	\$2,000.00	\$1.50	\$1,500.00	0.600	\$600.00
44	GBS plastic Comb punch and bind 1 1/2" - 2"	Each	500	\$1.50	\$750.00	\$3.00	\$1,500.00	\$1.50	\$750.00	0.600	\$300.00
45	Gage 5.0 Mil	Pen/Sq. Ft.	500	\$1.25	\$625.00	\$2.00	\$1,000.00	\$1.50	\$750.00	2.000	\$1,000.00
46	Gage 10.0 Mil	Pen/Sq. Ft.	500	\$2.50	\$1,250.00	\$5.00	\$2,500.00	\$1.75	\$875.00	3.000	\$1,500.00
47	Chicago Screw post 1/2"-1"	Each set	50	\$0.50	\$25.00	\$12.00	\$600.00	\$4.00	\$200.00	0.650	\$32.50
48	Chicago Screw post 1" - 1/2"	Each set	50	\$1.00	\$50.00	\$12.00	\$600.00	\$5.00	\$250.00	0.650	\$32.50
49	Chicago Screw post 1 1/2" - 2"	Each set	50	\$1.20	\$60.00	\$12.00	\$600.00	\$6.00	\$300.00	0.650	\$32.50
50	Acco fastners	Each	50	\$0.30	\$15.00	\$2.00	\$100.00	\$1.25	\$62.50	0.300	\$15.00
51	Mounting foam core board	Pen/Sq. Ft.	150	\$2.00	\$300.00	\$3.00	\$450.00	\$3.00	\$450.00	3.150	\$472.50
52	Printing from electronic files	Each page	1,000	\$0.05	\$50.00	\$0.10	\$100.00	\$0.00	\$0.00	0.020	\$20.00
53	Pick-up of originals	Each trip	300	\$6.50	\$1,950.00	N/C	\$0.00	\$4.00	\$1,200.00	3.500	\$1,050.00
54	Delivery of originals and completed jobs	Each trip	300	\$6.50	\$1,950.00	N/C	\$0.00	\$4.00	\$1,200.00	3.500	\$1,050.00
55	Extra charge for "Rush" pick-up	Each trip	10	\$15.00	\$150.00	\$15.00	\$150.00	\$0.00	\$0.00	25.000	\$250.00
Subtotal					\$168,952.00		\$200,136.00		\$225,314.00		\$246,093.85
Sales Tax 8.25%					\$13,938.54		\$16,511.22		\$18,588.41		\$20,302.74
Total Bid Year 2					\$182,890.54		\$216,647.22		\$243,902.41		\$266,396.59

ATTACHMENT B*
BID SUMMARY
LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY
BID TABULATION PS64201533 Outside Reprographic Services

Bids Out: 04/30/04 Total: 21
 Bids Opened: 05/10/04 Total: 9
 Adv. Date: 03/29/04
 Newspaper: Daily News, La Opinion, Chinese Daily News and LA Watts Times

Year 3				Litigation Graphic Technology		Copy Page		Ford Graphics		Universal Reprographics, Inc.	
Item	Description	UM	Est. Qty	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	Electrostatic LDC bond	Per/Sq. Ft	50	\$0.06	\$3.00	\$0.45	\$22.50	\$1.00	\$50.00	0.049	\$2.45
2	Electrostatic LDC vellum	Per/Sq. Ft	50	\$0.50	\$25.00	\$4.00	\$200.00	\$1.25	\$62.50	0.280	\$14.00
3	Erase Veilum	Per/Sq. Ft	50	\$0.80	\$40.00	\$5.00	\$250.00	\$1.50	\$75.00	0.300	\$15.00
4	Mylar	Per/Sq. Ft	50	\$2.00	\$100.00	\$8.00	\$400.00	\$2.00	\$100.00	1.150	\$57.50
5	Staple sets (3 per set)	Each set	50	\$0.15	\$7.50	\$0.80	\$40.00	\$0.55	\$27.50	0.300	\$15.00
6	Edge bind with staples (3 per set)	Each set	50	\$0.23	\$11.50	\$2.40	\$120.00	\$1.25	\$62.50	0.750	\$37.50
7	Screw posts 1/2"	Each	50	\$0.25	\$12.50	\$12.00	\$600.00	\$4.00	\$200.00	1.000	\$50.00
8	Screw posts 1"	Each	50	\$0.50	\$25.00	\$12.00	\$600.00	\$5.50	\$275.00	1.000	\$50.00
9	Screw posts 2"	Each	50	\$0.75	\$37.50	\$12.00	\$600.00	\$8.00	\$400.00	1.000	\$50.00
10	Three-hole punch (per set)	Each set	5000	\$0.009	\$45.00	\$0.02	\$100.00	\$0.50	\$2,500.00	1.000	\$5,000.00
11	2-part	Each sets	500	\$0.02	\$10.00	\$0.20	\$100.00	\$0.25	\$125.00	0.280	\$140.00
12	3-part	Each sets	500	\$0.25	\$125.00	\$0.25	\$125.00	\$0.40	\$200.00	0.400	\$200.00
13	4-part	Each sets	500	\$0.35	\$175.00	\$0.30	\$150.00	\$0.70	\$350.00	0.460	\$230.00
14	Bond (white 201 b)	Each copy	300,000	\$0.025	\$7,500.00	\$0.07	\$21,000.00	\$0.02	\$5,400.00	0.024	\$7,200.00
15	Bond (white 201b)	Each copy	20,000	\$0.03	\$600.00	\$0.12	\$2,400.00	\$0.03	\$600.00	0.044	\$880.00
16	Bond (white 201b)	Each copy	40,000	\$0.05	\$2,000.00	\$0.18	\$7,200.00	\$0.05	\$2,000.00	0.052	\$2,080.00
17	Tab dividers	Each	500	\$0.20	\$100.00	\$0.50	\$250.00	\$0.20	\$100.00	0.200	\$100.00
18	Divider inserts (color) 20 lb	Each	500	\$0.02	\$10.00	\$0.35	\$175.00	\$0.05	\$25.00	0.060	\$30.00
19	Divider inserts (color) 110 lb	Each	500	\$0.04	\$20.00	\$0.35	\$175.00	\$0.10	\$50.00	0.120	\$60.00
20	Transparencies	Each	100	\$1.00	\$100.00	\$2.50	\$250.00	\$1.00	\$100.00	0.400	\$40.00
21	Bubble Jet Printing (color)	Each	50	\$15.00	\$750.00	\$35.00	\$1,750.00	\$15.00	\$750.00	35.000	\$1,750.00
22	Bubble Jet Printing (color)	Each	50	\$25.00	\$1,250.00	\$65.00	\$3,250.00	\$30.00	\$1,500.00	50.000	\$2,500.00
23	Light litigation	Each	240,000	\$0.05	\$12,000.00	\$0.06	\$14,400.00	\$0.05	\$12,000.00	0.100	\$24,000.00
24	Medium litigation	Each	500,000	\$0.10	\$50,000.00	\$0.08	\$40,000.00	\$0.147	\$73,500.00	0.150	\$75,000.00
25	Heavy litigation	Each	500,000	\$0.15	\$72,500.00	\$0.13	\$65,000.00	\$0.187	\$93,500.00	0.220	\$110,000.00
26	Laser color prints ...24 lb.	Each copy	10,000	\$0.50	\$5,000.00	\$0.49	\$4,900.00	\$0.50	\$5,000.00	0.280	\$2,800.00
27	Laser color prints -24 lb.	Each copy	5,000	\$0.55	\$2,750.00	\$0.79	\$3,950.00	\$0.65	\$3,250.00	0.380	\$1,900.00
28	Laser color prints —24 lb.	Each copy	5,000	\$0.85	\$4,250.00	\$0.99	\$4,950.00	\$0.75	\$3,750.00	0.450	\$2,250.00
29	Book folding	Each	50	\$0.08	\$4.00	\$0.15	\$7.50	\$0.10	\$5.00	0.100	\$5.00
30	Tri fold	Each	5000	\$0.07	\$350.00	\$0.05	\$250.00	\$0.05	\$250.00	0.100	\$500.00
31	Hand collating —20 lb.	Each	500	\$0.03	\$15.00	\$0.05	\$25.00	\$0.05	\$25.00	0.100	\$50.00
32	Hand collating —20 lb.	Each	500	\$0.07	\$35.00	\$0.10	\$50.00	\$0.05	\$25.00	0.100	\$50.00
33	Inserting and Pulling	Each	500	\$0.05	\$25.00	\$0.10	\$50.00	\$0.05	\$25.00	0.100	\$50.00
34	Acetate Covers - 10.Mil.	Each	400	\$0.30	\$120.00	\$1.00	\$400.00	\$0.35	\$140.00	0.350	\$140.00
35	Three-hole punch	Each	5,000	\$0.003	\$15.00	\$0.005	\$25.00	\$0.02	\$100.00	0.0035	\$17.50
36	Five & Seven-hole punch	Each	100	\$0.01	\$1.00	\$0.01	\$1.00	\$0.04	\$4.00	0.075	\$7.50
37	Stapling	Each	5,000	\$0.02	\$100.00	\$0.01	\$50.00	\$0.05	\$250.00	0.050	\$250.00
38	Velobine punch and bind 1"	Each	3,000	\$0.80	\$2,400.00	\$2.00	\$6,000.00	\$1.50	\$4,500.00	0.500	\$1,500.00
39	Velobine punch and bind 2"	Each	1,000	\$0.85	\$850.00	\$2.25	\$2,250.00	\$2.00	\$2,000.00	0.500	\$500.00

ATTACHMENT B*

BID SUMMARY

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY

BID TABULATION PS64201533 Outside Reprographic Services

Bids Out: 04/30/04 Total: 21
 Bids Opened: 05/10/04 Total: 9
 Adv. Date: 03/29/04
 Newspaper: Daily News, La Opinion,
 Chinese Daily News and LA Watts
 Times

Year 3 (Con't)				Litigation Graphic Technology		Copy Page		Ford Graphics		Universal Reprographics, Inc.	
Item	Description	UM	Est. Qty	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
40	Velobine punch and bind 3"	Each	300	\$1.25	\$375.00	\$3.00	\$900.00	\$2.50	\$750.00	0.500	\$150.00
41	GBS plastic Comb punch and bind 3/16" - 1/2"	Each	2,000	\$0.75	\$1,500.00	\$2.00	\$4,000.00	\$1.25	\$2,500.00	0.600	\$1,200.00
42	GBS plastic Comb punch and bind 1/2" - 1"	Each	1,000	\$0.80	\$800.00	\$2.00	\$2,000.00	\$1.25	\$1,250.00	0.600	\$600.00
43	GBS plastic Comb punch and bind 1" - 1/2"	Each	1,000	\$1.10	\$1,100.00	\$2.00	\$2,000.00	\$1.50	\$1,500.00	0.600	\$600.00
44	GBS plastic Comb punch and bind 1 1/2" - 2"	Each	500	\$1.50	\$750.00	\$3.00	\$1,500.00	\$1.50	\$750.00	0.600	\$300.00
45	Gage 5.0 Mil	Pen/Sq. Ft.	500	\$1.50	\$750.00	\$2.00	\$1,000.00	\$1.50	\$750.00	2.000	\$1,000.00
46	Gage 10.0 Mil	Pen/Sq. Ft.	500	\$2.75	\$1,375.00	\$5.00	\$2,500.00	\$1.75	\$875.00	3.000	\$1,500.00
47	Chicago Screw post 1/2"-1"	Each set	50	\$0.50	\$25.00	\$12.00	\$600.00	\$4.00	\$200.00	0.650	\$32.50
48	Chicago Screw post 1" - 1/2"	Each set	50	\$1.00	\$50.00	\$12.00	\$600.00	\$5.00	\$250.00	0.650	\$32.50
49	Chicago Screw post 1 1/2" - 2"	Each set	50	\$1.20	\$60.00	\$12.00	\$600.00	\$6.00	\$300.00	0.650	\$32.50
50	Acco fastners	Each	50	\$0.30	\$15.00	\$2.00	\$100.00	\$1.25	\$62.50	0.300	\$15.00
51	Mounting foam core board	Pen/Sq. Ft.	150	\$2.00	\$300.00	\$3.00	\$450.00	\$3.00	\$450.00	3.150	\$472.50
52	Printing from electronic files	Each page	1,000	\$0.05	\$50.00	\$0.10	\$100.00	\$0.00	\$0.00	0.020	\$20.00
53	Pick-up of originals	Each trip	300	\$6.50	\$1,950.00	N/C	\$0.00	\$4.00	\$1,200.00	3.500	\$1,050.00
54	Delivery of originals and completed jobs	Each trip	300	\$6.50	\$1,950.00	N/C	\$0.00	\$4.00	\$1,200.00	3.500	\$1,050.00
55	Extra charge for "Rush" pick-up	Each trip	10	\$15.00	\$150.00	\$15.00	\$150.00	\$0.00	\$0.00	25.000	\$250.00
Subtotal					\$174,562.00		\$198,566.00		\$225,314.00		\$247,826.43
Sales Tax 8.25%					\$14,401.37		\$16,381.70		\$18,588.41		\$20,445.68
Total Bid					\$188,963.37		\$214,947.70		\$243,902.41		\$268,272.13
Three Year Total					\$553,575.35		\$645,738.85		\$731,707.22		\$800,448.73

ATTACHMENT B*

BID SUMMARY

**LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY
BID TABULATION PS64201533 Outside Reprographic Services**

Bids Out: 04/30/04 Total: 21
 Bids Opened: 05/10/04 Total: 9
 Adv. Date: 03/29/04
 Newspaper: Daily News, La Opinion, Chinese Daily News and LA Watts Times

Option Year 1				Litigation Graphic Technology		Copy Page		Ford Graphics		Universal Reprographics, Inc.	
Item	Description	UM	Est. Qty	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	Electrostatic LDC bond	Per/Sq. Ft	50	\$0.06	\$3.00	\$0.50	\$25.00	\$1.00	\$50.00	0.049	\$2.45
2	Electrostatic LDC vellum	Per/Sq. Ft	50	\$0.50	\$25.00	\$4.50	\$225.00	\$1.25	\$62.50	0.280	\$14.00
3	Erase Vellum	Per/Sq. Ft	50	\$0.80	\$40.00	\$5.50	\$275.00	\$1.50	\$75.00	0.300	\$15.00
4	Mylar	Per/Sq. Ft	50	\$2.00	\$100.00	\$9.00	\$450.00	\$2.00	\$100.00	1.150	\$57.50
5	Staple sets (3 per set)	Each set	50	\$0.15	\$7.50	\$0.80	\$40.00	\$0.55	\$27.50	0.300	\$15.00
6	Edge bind with staples (3 per set)	Each set	50	\$0.23	\$11.50	\$2.40	\$120.00	\$1.25	\$62.50	0.750	\$37.50
7	Screw posts 1/2"	Each	50	\$0.25	\$12.50	\$12.00	\$600.00	\$4.00	\$200.00	1.000	\$50.00
8	Screw posts 1"	Each	50	\$0.50	\$25.00	\$12.00	\$600.00	\$5.50	\$275.00	1.000	\$50.00
9	Screw posts 2"	Each	50	\$0.75	\$37.50	\$12.00	\$600.00	\$8.00	\$400.00	1.000	\$50.00
10	Three-hole punch (per set)	Each set	5000	\$0.009	\$45.00	\$0.02	\$100.00	\$0.50	\$2,500.00	1.000	\$5,000.00
11	2-part	Each sets	500	\$0.20	\$100.00	\$0.25	\$125.00	\$0.25	\$125.00	0.280	\$140.00
12	3-part	Each sets	500	\$0.25	\$125.00	\$0.30	\$150.00	\$0.40	\$200.00	0.400	\$200.00
13	4-part	Each sets	500	\$0.35	\$175.00	\$0.35	\$175.00	\$0.70	\$350.00	0.460	\$230.00
14	Bond (white 20 1 b)	Each copy	300,000	\$0.025	\$7,500.00	\$0.07	\$21,000.00	\$0.02	\$5,400.00	0.024	\$7,200.00
15	Bond (white 201b)	Each copy	20,000	\$0.03	\$600.00	\$0.12	\$2,400.00	\$0.03	\$600.00	0.044	\$880.00
16	Bond (white 201b)	Each copy	40,000	\$0.05	\$2,000.00	\$0.18	\$7,200.00	\$0.05	\$2,000.00	0.052	\$2,080.00
17	Tab dividers	Each	500	\$0.20	\$100.00	\$0.50	\$250.00	\$0.20	\$100.00	0.200	\$100.00
18	Divider inserts (color) 20 lb	Each	500	\$0.02	\$10.00	\$0.35	\$175.00	\$0.05	\$25.00	0.060	\$30.00
19	Divider inserts (color) 110 lb	Each	500	\$0.04	\$20.00	\$0.35	\$175.00	\$0.10	\$50.00	0.120	\$60.00
20	Transparencies	Each	100	\$1.00	\$100.00	\$2.50	\$250.00	\$1.00	\$100.00	0.400	\$40.00
21	Bubble Jet Printing (color)	Each	50	\$19.00	\$950.00	\$40.00	\$2,000.00	\$15.00	\$750.00	35.000	\$1,750.00
22	Bubble Jet Printing (color)	Each	50	\$29.00	\$1,450.00	\$70.00	\$3,500.00	\$30.00	\$1,500.00	50.000	\$2,500.00
23	Light litigation	Each	240,000	\$0.05	\$12,000.00	\$0.06	\$14,400.00	\$0.05	\$12,000.00	0.100	\$24,000.00
24	Medium litigation	Each	500,000	\$0.10	\$50,000.00	\$0.08	\$40,000.00	\$0.147	\$73,500.00	0.150	\$75,000.00
25	Heavy litigation	Each	500,000	\$0.145	\$72,500.00	\$0.13	\$65,000.00	\$0.187	\$93,500.00	0.220	\$110,000.00
26	Laser color prints ...24 lb.	Each copy	10,000	\$0.50	\$5,000.00	\$0.49	\$4,900.00	\$0.50	\$5,000.00	0.280	\$2,800.00
27	Laser color prints -24 lb.	Each copy	5,000	\$0.55	\$2,750.00	\$0.79	\$3,950.00	\$0.65	\$3,250.00	0.380	\$1,900.00
28	Laser color prints —24 lb.	Each copy	5,000	\$0.85	\$4,250.00	\$0.99	\$4,950.00	\$0.75	\$3,750.00	0.450	\$2,250.00
29	Book folding	Each	50	\$0.08	\$4.00	\$0.20	\$10.00	\$0.10	\$5.00	0.100	\$5.00
30	Tri fold	Each	5000	\$0.07	\$350.00	\$0.05	\$250.00	\$0.05	\$250.00	0.100	\$500.00
31	Hand collating —20 lb.	Each	500	\$0.03	\$15.00	\$0.05	\$25.00	\$0.05	\$25.00	0.100	\$50.00
32	Hand collating —20 lb.	Each	500	\$0.07	\$35.00	\$0.10	\$50.00	\$0.05	\$25.00	0.100	\$50.00
33	Inserting and Pulling	Each	500	\$0.05	\$25.00	\$0.10	\$50.00	\$0.05	\$25.00	0.100	\$50.00
34	Acetate Covers - 10.Mil.	Each	400	\$0.30	\$120.00	\$1.00	\$400.00	\$0.35	\$140.00	0.350	\$140.00
35	Three-hole punch	Each	5,000	\$0.003	\$15.00	\$0.005	\$25.00	\$0.02	\$100.00	0.0035	\$17.50
36	Five & Seven-hole punch	Each	100	\$0.01	\$1.00	\$0.01	\$1.00	\$0.04	\$4.00	0.075	\$7.50
37	Stapling	Each	5,000	\$0.02	\$100.00	\$0.01	\$50.00	\$0.05	\$250.00	0.050	\$250.00
38	Velobine punch and bind 1"	Each	3,000	\$0.80	\$2,400.00	\$2.00	\$6,000.00	\$1.50	\$4,500.00	0.500	\$1,500.00
39	Velobine punch and bind 2"	Each	1,000	\$0.85	\$850.00	\$2.25	\$2,250.00	\$2.00	\$2,000.00	0.500	\$500.00

ATTACHMENT B*
 BID SUMMARY
 LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY
 BID TABULATION PS64201533 Outside Reprographic Services

Bids Out: 04/30/04 Total: 21
 Bids Opened: 05/10/04 Total: 9
 Adv. Date: 03/29/04
 Newspaper: Daily News, La Opinion,
 Chinese Daily News and LA Watts

Option Year 1 (Con't)				Litigation Graphic Technology		Copy Page		Ford Graphics		Universal Reprographics, Inc.	
Item	Description	UM	Est. Qty	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
40	Velobine punch and bind 3"	Each	300	\$1.25	\$375.00	\$3.00	\$900.00	\$2.50	\$750.00	0.500	\$150.00
41	GBS plastic Comb punch and bind 3/16" — 1/2"	Each	2,000	\$0.75	\$1,500.00	\$2.00	\$4,000.00	\$1.25	\$2,500.00	0.600	\$1,200.00
42	GBS plastic Comb punch and bind 1/2" — 1"	Each	1,000	\$0.80	\$800.00	\$2.00	\$2,000.00	\$1.25	\$1,250.00	0.600	\$600.00
43	GBS plastic Comb punch and bind 1" — 1/2"	Each	1,000	\$1.10	\$1,100.00	\$2.00	\$2,000.00	\$1.50	\$1,500.00	0.600	\$600.00
44	GBS plastic Comb punch and bind 1 1/2" — 2"	Each	500	\$1.50	\$750.00	\$3.00	\$1,500.00	\$1.50	\$750.00	0.600	\$300.00
45	Gage 5.0 Mil	Pen/Sq. Ft.	500	\$1.25	\$625.00	\$3.00	\$1,500.00	\$1.50	\$750.00	2.000	\$1,000.00
52	Printing from electronic files	Each page	1,000	\$0.05	\$50.00	\$0.10	\$100.00	\$0.00	\$0.00	0.020	\$20.00
53	Pick-up of originals	Each trip	300	\$6.50	\$1,950.00	N/C	\$0.00	\$4.00	\$1,200.00	3.500	\$1,050.00
54	Delivery of originals and completed jobs	Each trip	300	\$6.50	\$1,950.00	N/C	\$0.00	\$4.00	\$1,200.00	3.500	\$1,050.00
55	Extra charge for "Rush" pick-up	Each trip	10	\$15.00	\$150.00	\$15.00	\$150.00	\$0.00	\$0.00	25.000	\$250.00
Subtotal					\$1,79,502.00		\$206,796.00		\$230,676.50		\$249,591.45
Sales Tax 8.25%					\$14,808.92		\$17,060.67		\$19,030.81		\$20,591.29
Total Bid Option Year 1					\$194,310.92		\$223,856.67		\$249,707.31		\$270,182.74

ATTACHMENT B*
BID SUMMARY
LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY
BID TABULATION PS64201533 Outside Reprographic Services

Bids Out: 04/30/04 Total: 21
 Bids Opened: 05/10/04 Total: 9
 Adv. Date: 03/29/04
 Newspaper: Daily News, La Opinion, Chinese Daily News and LA Watts Times

Option Year 2				Litigation Graphic Technology		Copy Page		Ford Graphics		Universal Reprographics, Inc.	
Item	Description	UM	Est. Qty	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	Electrostatic LDC bond	Per/Sq. Ft	50	\$0.06	\$3.00	\$0.50	\$25.00	\$1.00	\$50.00	0.490	\$24.50
2	Electrostatic LDC vellum	Per/Sq. Ft	50	\$0.50	\$25.00	\$4.50	\$225.00	\$1.25	\$62.50	0.280	\$14.00
3	Erase Vellum	Per/Sq. Ft	50	\$0.80	\$40.00	\$5.50	\$275.00	\$1.50	\$75.00	0.300	\$15.00
4	Mylar	Per/Sq. Ft	50	\$2.00	\$100.00	\$9.00	\$450.00	\$2.00	\$100.00	1.150	\$57.50
5	Staple sets (3 per set)	Each set	50	\$0.15	\$7.50	\$0.80	\$40.00	\$0.55	\$27.50	0.300	\$15.00
6	Edge bind with staples (3 per set)	Each set	50	\$0.23	\$11.50	\$2.40	\$120.00	\$1.25	\$62.50	0.750	\$37.50
7	Screw posts 1/2"	Each	50	\$0.25	\$12.50	\$12.00	\$600.00	\$4.00	\$200.00	1.000	\$50.00
8	Screw posts 1"	Each	50	\$0.50	\$25.00	\$12.00	\$600.00	\$5.50	\$275.00	1.000	\$50.00
9	Screw posts 2"	Each	50	\$0.75	\$37.50	\$12.00	\$600.00	\$8.00	\$400.00	1.000	\$50.00
10	Three-hole punch (per set)	Each set	5000	\$0.009	\$45.00	\$0.02	\$100.00	\$0.50	\$2,500.00	1.000	\$5,000.00
11	2-part	Each sets	500	\$0.02	\$10.00	\$0.25	\$125.00	\$0.25	\$125.00	0.280	\$140.00
12	3-part	Each sets	500	\$0.25	\$125.00	\$0.30	\$150.00	\$0.40	\$200.00	0.400	\$200.00
13	4-part	Each sets	500	\$0.35	\$175.00	\$0.35	\$175.00	\$0.70	\$350.00	0.460	\$230.00
14	Bond (white 201 b)	Each copy	300,000	\$0.025	\$7,500.00	\$0.07	\$21,000.00	\$0.018	\$5,400.00	0.024	\$7,200.00
15	Bond (white 201b)	Each copy	20,000	\$0.03	\$600.00	\$0.12	\$2,400.00	\$0.03	\$600.00	0.044	\$880.00
16	Bond (white 201b)	Each copy	40,000	\$0.05	\$2,000.00	\$0.18	\$7,200.00	\$0.05	\$2,000.00	0.052	\$2,080.00
17	Tab dividers	Each	500	\$0.20	\$100.00	\$0.50	\$250.00	\$0.20	\$100.00	0.200	\$100.00
18	Divider inserts (color) 20 lb	Each	500	\$0.02	\$10.00	\$0.35	\$175.00	\$0.05	\$25.00	0.060	\$30.00
19	Divider inserts (color) 110 lb	Each	500	\$0.04	\$20.00	\$0.35	\$175.00	\$0.10	\$50.00	0.120	\$60.00
20	Transparencies	Each	100	\$1.00	\$100.00	\$2.50	\$250.00	\$1.00	\$100.00	0.400	\$40.00
21	Bubble Jet Printing (color)	Each	50	\$15.00	\$750.00	\$40.00	\$2,000.00	\$15.00	\$750.00	35.000	\$1,750.00
22	Bubble Jet Printing (color)	Each	50	\$25.00	\$1,250.00	\$70.00	\$3,500.00	\$30.00	\$1,500.00	50.000	\$2,500.00
23	Light litigation	Each	240,000	\$0.05	\$12,000.00	\$0.06	\$14,400.00	\$0.05	\$12,000.00	0.100	\$24,000.00
24	Medium litigation	Each	500,000	\$0.10	\$50,000.00	\$0.08	\$40,000.00	\$0.147	\$73,500.00	0.150	\$75,000.00
25	Heavy litigation	Each	500,000	\$0.145	\$72,500.00	\$0.13	\$65,000.00	\$0.187	\$93,500.00	0.220	\$110,000.00
26	Laser color prints ...24 lb.	Each copy	10,000	\$0.50	\$5,000.00	\$0.49	\$4,900.00	\$0.50	\$5,000.00	0.280	\$2,800.00
27	Laser color prints -24 lb.	Each copy	5,000	\$0.55	\$2,750.00	\$0.79	\$3,950.00	\$0.65	\$3,250.00	0.380	\$1,900.00
28	Laser color prints —24 lb.	Each copy	5,000	\$0.85	\$4,250.00	\$0.99	\$4,950.00	\$0.75	\$3,750.00	0.450	\$2,250.00
29	Book folding	Each	50	\$0.08	\$4.00	\$0.20	\$10.00	\$0.10	\$5.00	0.100	\$5.00
30	Tri fold	Each	5000	\$0.07	\$350.00	\$0.05	\$250.00	\$0.05	\$250.00	0.100	\$500.00
31	Hand collating —20 lb.	Each	500	\$0.03	\$15.00	\$0.05	\$25.00	\$0.05	\$25.00	0.100	\$50.00
32	Hand collating —20 lb.	Each	500	\$0.07	\$35.00	\$0.10	\$50.00	\$0.05	\$25.00	0.100	\$50.00
33	Inserting and Pulling	Each	500	\$0.05	\$25.00	\$0.10	\$50.00	\$0.05	\$25.00	0.100	\$50.00
34	Acetate Covers - 10.Mil.	Each	400	\$0.30	\$120.00	\$1.00	\$400.00	\$0.35	\$140.00	0.350	\$140.00
35	Three-hole punch	Each	5,000	\$0.003	\$15.00	\$0.005	\$25.00	\$0.02	\$100.00	0.0035	\$17.50
36	Five & Seven-hole punch	Each	100	\$0.01	\$1.00	\$0.01	\$1.00	\$0.04	\$4.00	0.075	\$7.50
37	Stapling	Each	5,000	\$0.02	\$100.00	\$0.01	\$50.00	\$0.05	\$250.00	0.050	\$250.00
38	Velobine punch and bind 1"	Each	3,000	\$0.80	\$2,400.00	\$2.00	\$6,000.00	\$1.50	\$4,500.00	0.500	\$1,500.00
39	Velobine punch and bind 2"	Each	1,000	\$0.85	\$850.00	\$2.25	\$2,250.00	\$2.00	\$2,000.00	0.500	\$500.00

ATTACHMENT B*
BID SUMMARY
LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY
BID TABULATION PS64201533 Outside Reprographic Services

Bids Out: 04/30/04 Total: 21
 Bids Opened: 05/10/04 Total: 9
 Adv. Date: 03/29/04
 Newspaper: Daily News, La Opinion,
 Chinese Daily News and LA Watts
 Times

Option Year 2 (Con't)				Litigation Graphic Technology		Copy Page		Ford Graphics		Universal Reprographics, Inc.	
Item	Description	UM	Est. Qty	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
40	Velobine punch and bind 3"	Each	300	\$1.25	\$375.00	\$3.00	\$900.00	\$2.50	\$750.00	0.500	\$150.00
41	GBS plastic Comb punch and bind 3/16" — 1/2"	Each	2,000	\$0.75	\$1,500.00	\$2.00	\$4,000.00	\$1.25	\$2,500.00	0.600	\$1,200.00
42	GBS plastic Comb punch and bind 1/2" – 1"	Each	1,000	\$0.80	\$800.00	\$2.00	\$2,000.00	\$1.25	\$1,250.00	0.600	\$600.00
43	GBS plastic Comb punch and bind 1" — 1/2"	Each	1,000	\$1.10	\$1,100.00	\$2.00	\$2,000.00	\$1.50	\$1,500.00	0.600	\$600.00
44	GBS plastic Comb punch and bind 1 1/2" – 2"	Each	500	\$1.50	\$750.00	\$3.00	\$1,500.00	\$1.50	\$750.00	0.600	\$300.00
45	Gage 5.0 Mil	Pen/Sq. Ft.	500	\$1.25	\$625.00	\$3.00	\$1,500.00	\$1.50	\$750.00	2.000	\$1,000.00
52	Printing from electronic files	Each page	1,000	\$0.05	\$50.00	\$0.10	\$100.00	\$0.00	\$0.00	0.020	\$20.00
53	Pick-up of originals	Each trip	300	\$6.50	\$1,950.00	N/C	\$0.00	\$4.00	\$1,200.00	3.500	\$1,050.00
54	Delivery of originals and completed jobs	Each trip	300	\$6.50	\$1,950.00	N/C	\$0.00	\$4.00	\$1,200.00	3.500	\$1,050.00
55	Extra charge for "Rush" pick-up	Each trip	10	\$15.00	\$150.00	\$15.00	\$150.00	\$0.00	\$0.00	25.000	\$250.00
Subtotal					\$177,762.00		\$194,896.00		\$230,676.50		\$249,613.50
Sales Tax 8.25%					\$14,665.37		\$16,078.92		\$19,030.81		\$20,593.11
Total Bid Option Year 2					\$192,427.37		\$210,974.92		\$249,707.31		\$270,206.61
GRAND TOTAL THREE YEARS PLUS OPTIONS					\$940,313.63		\$1,080,570.44		\$1,231,121.84		\$1,340,838.08

I hereby certify _____ as being the lowest responsible bidder and recommend award to them for a total price, including sales tax, of \$ _____