

# REFLECTION PRINTING

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May 21, 2013

Cheryl Krejci  
Fort Bend County Purchasing  
301 Jackson, Suite 201  
Richmond, Texas 77469

Re: Request for Price Increase – Bid 11-040

Ms. Krejci,

This letter is to request an increase for item Stock Paper w/ Gold Seal, Case, Lawson #6271. Reflection Printing has experienced significant price increases on paper stock and foil since our submission of Bid 11-040.

Current price for 5,000 letterhead sheets with the FBC gold foil emblem stamped on the sheet (#6271) is \$185.00 and we are requesting the amount to be increased to \$224.50 (21%) for the case. This item continues to be a mill order and is subject to a 10% over-run.

This price increase is needed because vendors that provided stock and foil for this project have increased their prices to Reflection Printing. These increases in costs are forcing Reflection to seek this price increase effective May 29, 2013.

Thank you for your consideration of this price increase.

Sincerely,



Mike Hensley  
President

**Houston Corporate Office**  
6131 Corporate Drive  
Houston, Texas 77036  
Phone 713-271-2253  
Fax 713-271-8879

**Baytown Office**  
700 Rollingbrook, Suite D  
Baytown, Texas 77521  
Phone 281-427-4243  
Fax 281-427-6733

**Fort Bend County Tabulation**  
**Bid 11-040**  
**Term Contract for the Purchase and Printing of Stationary**

**Term: 1 April 2012 through 31 March 2013**

**Term: 1 April 2013 through 31 March 2014**

**Awarded 03/08/11: Reflection Printing**

**\*Amended 10/11/11 \*\*Amended 02/07/12 effective 02/08/12**

<b>Letterhead Stationary</b>					
<b>Description</b>	<b>Lawson #</b>	<b>Corporate Thermographers Houston</b>	<b>Digi Color Houston</b>	<b>Pamela Printing Sugar Land</b>	<b>Reflection Printing Houston</b>
STOCK PAPER W/GOLD SEAL, CASE	6271	\$215.00	\$472.40	\$208.00	\$185.00
PERSONALIZED PRINTING 500	6272	\$20.00	\$115.00	\$18.00	\$18.00
PERSONALIZED PRINTING 1000	6273	\$30.00	\$130.00	\$26.00	\$26.00
PERSONALIZED PRINTING 2500	6274	\$50.00	\$195.00	\$46.00	\$46.00
<b>Envelopes with flat black seal</b>					
PERSONALIZED ENVELOPES 500	6275	\$25.00	\$104.00	\$23.00	\$23.00
PERSONALIZED ENVELOPES 1000	6276	\$35.00	\$118.00	\$35.00	\$35.00
PERSONALIZED ENVELOPES 2500	6277	\$75.00	\$165.00	\$70.00	\$70.00
<b>Window Envelopes with flat black seal</b>					
PERSONALIZED WINDOW ENV 500	6278	\$25.00	\$106.00	\$26.00	\$23.00
PERSONALIZED WINDOW ENV 1000	6279	\$35.00	\$123.00	\$41.00	\$35.00
PERSONALIZED WINDOW ENV 2500	6280	\$75.00	\$174.00	\$80.00	\$70.00
<b>Business Cards</b>					
STOCK CARDS W/GOLD SEAL	6281	\$6.00	\$22.95	\$5.95	*\$5.30
PERSONALIZED BUS CARD 1 SIDED	6282	\$15.00	\$32.22	\$18.00	**\$15.00
PERSONALIZED BUS CARD 2 SIDES	6283	\$25.00	\$77.14	\$38.00	**\$25.00
<b>Typesetting</b>					
ORIGINAL ENVELOPE		No Charge	\$15.00	No Charge	No Charge
ORIGINAL LETTERHEAD		No Charge	\$15.00	No Charge	No Charge
ORIGINAL BUSINESS CARDS ONE SIDED		No Charge	\$10.00	No Charge	No Charge
ORIGINAL BUSINESS CARDS TWO SIDED		No Charge	\$15.00	No Charge	No Charge