



Contract

Commodity or Service: Request for Bid for the State of Wisconsin
Department of Employee Trust Funds Electronic
Printing and Mail Services

Request for Bid/Proposal No: ETB0004
Amendment 5

The Statement Company, Inc

Contract Period: January 1, 2016 through December 31, 2016

1. This contract is entered into by and between the State of Wisconsin, Department of Employee Trust Funds, and the contractor whose name, address, and principal officer appears below;
2. Whereby the Department of Employee Trust Funds, agrees to direct the purchase and the contractor agrees to supply the contract requirements cited above in accordance with the terms and conditions of the request for bid cited above, and in accordance with the contractor's bid submitted on this request for bid; which request for bid is hereby made a part of this contract;
3. In connection with the performance of work under this contract, the contractor agrees not to discriminate against any employees or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in s.51.01(5), Wis. Stats., sexual orientation as defined in s.111.32(13m), Wis. Stats., or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the contractor further agrees to take affirmative action to ensure equal employment opportunities. The contractor agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.
4. Contracts estimated to be over fifty thousand dollars (\$50,000) require the submission of a written affirmative action plan. Contractors with an annual work force of less than fifty (50) employees are exempted from this requirement.

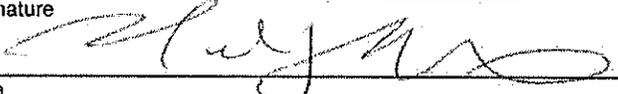
Within fifteen (15) working days after the award of the contract, the plan shall be submitted for approval to the Department. Technical assistance regarding this clause is provided by the Department of Employee Trust Funds, P.O. Box 7931, Madison, WI 53707-7931, 608.261.7952

5. For purposes of administering this contract, the Order of Precedence is:
 - A. this Contract;
 - B. the official purchase order;
 - C. Contract Amendment 5, Cost Sheet ETB0004, "OSG Statement Service 2016 Rates" dated January 5, 2016;
 - D. Contract Amendment 4, Cost Sheet ETB0004, "OSG Statement Service 2015 Rates" dated December 4, 2014;
 - E. Contract Amendment 3, Cost Sheet ETB0004, "OSG Statement Service 2014 Rates" dated November 29, 2013;
 - F. Contract Amendment 2, Cost Sheet ETB0004, "OSG Statement Service 2013 Rates" dated December 6, 2012;
 - G. Amendment 1 Discussion Items with OSG Statement Services Provided Answers and Comments dated November 22, 2011;
 - H. Request for Bid (RFB) ETB0004 dated October 12, 2011 including all appendices and amendments;
 - I. Business Associate Agreement; and,
 - J. OSG Statement Services' response to the RFB dated November 10, 2011.

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Amendment 5 with The Statement Company, Inc.

State of Wisconsin Department of Employee Trust Funds	
By Authorized (Name)	Employee Trust Funds
By (Name)	A. John Voelker
Signature	
Title	Deputy Secretary Department of Employee Trust Funds
Phone	608.266.9854
Date (MM/DD/CCYY)	02/04/2016

To be Completed by Contractor	
Legal Company Name	The Statement Company, Inc
Trade Name	OSG Statement Services
Taxpayer Identification Number	39-1843177
Company Address (City, State, Zip)	2471 S. Commerce Drive, New Berlin WI 53151
By (Name)	Ronald Whaley NEIL MEVINEN
Signature	
Title	Chief Revenue Officer EVP/CMO
Phone	201.871.1100
Date (MM/DD/CCYY)	2.3.16



Addendum 3

Cost Sheet ETB0004
BASE BID:

OSG Statement Services 2016 Rates

Description	Estimated Quantity	Unit of Measurement Section A 1.3	Unit Cost	Total Cost
Printing: Section C 1.6				
Annual Statement of Benefits (SOB)	0	Images	0.012 \$	-
Test Fee for production			NA	NA
Design of form			NA	NA
Programming Fee			NA	NA
Conversion Fee			NA	NA
Provide indexed PDF images with required sub folders for SOB reprints and archive Paper Costs (Section C 1.9)	0	per side of SOB	0.006 \$	-
	0	page	0.0137 \$	-
Folding (Section C 1.2.3)	0	page	0.007 \$	-
Surcharge for Project Specification Change: Surcharge includes additional costs for paper, printing, programming, folding, and inserting.	0	14" paper	0.025 \$	-
Inactive SOB –			NA	NA
Alternate Payee SOB –			NA	NA
Cost of Envelopes (Section C 1.10)	0	envelope	0.0261 \$	-
Inserting in vendor Supplied Envelopes	0	envelope	0.02 \$	-
(Section C 1.2.4)				
Insert ET- 7333 –			NA	NA
Insert ET-4927 –			NA	NA
Insert ET2802 –			NA	NA
Postage, pickup by UMS, meter at 5-digit rate	0	metered pieces	0.391 \$	-
UMS Presort fee, pass through cost	0	pieces mailed	0.01 \$	-
Foreign Postage - Canada and Mexico	0	pieces mailed	0.85 \$	-
Foreign Postage - International	0	pieces mailed	1.05 \$	-
Ad hoc Costs, please specify				
Click-N-Ship materials	4' x 6" labels	for CnS Desktop	at cost \$	-
	2-up labels	for CnS Online	at cost \$	-
Hourly Programming Fee				
Reformat SOB with new record layout changes	\$ 95	per hour	0 \$	-
Create program for PDF indexing and output	\$ 95	per hour	0 \$	-
Create box labels and match packing instructions	\$ 95	per hour	0 \$	-
Load & hand deliver PDFs on USB Encrypted drive	\$ 50	per hour	0 \$	-
Or upload to FTP site for ETF download				
Additional Testing Fee				
Create 3 different proof versions for approval	\$ 95	per hour	0 \$	-
Subtotal as if all statements are to be direct mailed to participants			\$	-
<p>It is possible the ETF will desire some or all of active participant statements (250,000) to be direct mailed as part of this bid. Under this scenario the subtotal listed above would be the cost of producing and direct mailing the statements to participants. The costs listed below this line are costs associated with bundling active statements and mailing via certified mail to the individual employers.</p>				
Bundle and Package (Section C 1.3.2)	0	page	0.011 \$	-
Certified Mail Preparation Costs (Section C 1.2.6)	0	Bundle	1.75 \$	-
Subtotal for bundling and mailing bundles			\$	-
GRAND TOTAL BID			\$	-

USPS Rate Increase 5/31/2016

Company Name: OSG Statement Services

Plant Site Address:

Street: 2471 S. Commerce Drive

City / State / ZIP: New Berlin, WI 53151

Authorized Representative: _____

Signature

Authorized Representative: Jenna Benz

Type or Print

Date: 01/05/2016