

Printing and Publishing Services

The Office of State Publishing (OSP) provides a wide range of innovative printing services, which include but are not limited to the following services:

Advertising in State Publications

When printing at OSP, State agencies may include advertising in their publications. OSP provides the publishing representative and administrative management services that will solicit the advertising companies, generate, record and reimburse advertising revenue to your agency.

To find out how OSP can save you money and reduce your print expenses please contact the Office of State Publishing at (916) 323-5098 or (866)-824-0603 or visit our website at www.dgs.ca.gov/osp.

Business Cards

Full color, single color and custom cards available through electronic and traditional ordering. See samples of the full color business cards on the internet at www.dgs.ca.gov/osp . Contact the Office of State Publishing at (916) 322-2629.

4 color, 1 sided cards	2011-2012: \$45.00 per box (400)	Proposed 2012-13: \$45.00 per box (400)
1 color, 1 sided cards	2011-2012: \$45.00 per box (400)	Proposed 2012-13: \$45.00 per box (400)
Custom cards	2011-2012: Varies	Proposed 2012-13: Varies
Desktop Publishing Services Typesetting, proofreading, formatting, scanning, color correction, color proofing, electronic imposition, file transfers (FTP), PDF Inking, cd/dvd, duplication, and plating.	2011-2012: \$216.00 Hourly base rate. Estimates and consultation available upon request.	Proposed 2012-13: \$216.00 Hourly base rate. Estimates and consultation available upon request.

For additional information contact the Office of State Publishing at (916) 445-5386 or (800)-963-7860 or visit our website at www.dgs.ca.gov/osp.

Fulfillment Services

Maintains, reviews, develops, publishes and disseminates administrative publications including the State Administrative Manual (SAM); revisions to SAM and Management Memos.

Legal Source Book Only	2011-2012: \$85.00 each	Proposed 2012-13: \$85.00 each
Legal Source Book Revisions (1-Year)	2011-2012: \$85.00 each	Proposed 2012-13: \$85.00 each
Binder Only	2011-2012: \$10.00 each	Proposed 2012-13: \$10.00 each

For additional information regarding SAM and Legal Source Book subscriptions contact the Office of State Publishing at (916) 445-5391.

Graphic Design Services

Blending principles of visual communication and creative conceptualization with research, we develop the best graphic communication strategy to meet each customer's unique marketing needs.

2011-2012:

\$216.00 Hourly base rate. Estimates and consultation available upon request.

Proposed 2012-13:

\$216.00 Hourly base rate. Estimates and consultation available upon request.

For additional information or to set up a consultation contact the Office of State Publishing at (916) 445-5386 or (800)-963-7860 or visit our website at www.dgs.ca.gov/osp.

Digital Print Publishing Services

Digital processing on demand printing, mail merge services, and in-line roll to roll preprinted just in time imprinting finishing services. Contact the Office of State Publishing at (916) 445-5386 or (800)-963-7860 or visit our website at www.dgs.ca.gov/osp.

2011-2012:

Estimates and consultation available upon request.

Proposed 2012-13:

Estimates and consultation available upon request.

Printing Procurement

Procurement assistance with large and complex commercial orders produced outside the state printing plant that are competitively bid and project managed through this unit. Contact the Office of State Publishing at (916) 445-5386 or (800)-963-7860 or visit our website at www.dgs.ca.gov/osp.

2011-2012:

\$129.00 Hourly base rate. Estimates and consultation available upon request.

Proposed 2012-13:

\$129.00 Hourly base rate. Estimates and consultation available upon request.

Printing Publications

Brochures, newsletters, bulletins, catalogs, instructional manuals, booklets, magazines and others. Contact the Office of State Publishing at (916) 445-5386 or (800)-963-7860 or visit our website at www.dgs.ca.gov/osp.

2011-2012:

Estimates and consultation available upon request.

Proposed 2012-13:

Estimates and consultation available upon request.

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