



COMMONWEALTH OF VIRGINIA
County of Henrico

Annual Contract for High School Yearbooks
Contract No. 2311A
Amendment No. 1
May 9, 2023

Whereas, the County School Board of Henrico County, Virginia ("HCPS") and Herff Jones, LLC ("Contractor") entered into Contract No. 2311A (the "Contract") dated July 22, 2022 to provide Middle School Memory Books when needed and requested by the HCPS; and,

Whereas, the original Contract term was from July 1, 2022, to June 30, 2023; and,

Whereas, the parties wish to renew the Contract for an additional one-year term beginning July 1, 2023 and ending June 30, 2024; and

Whereas, by email dated April 27, 2023, Contractor agreed to renew the Contract with a proposed 6% increase in Contract pricing, (Exhibit A); and

Now, therefore, the parties agree to renew and amend the Contract as follows:

1. The Contract is hereby renewed for an additional one-year term beginning July 1, 2023 and ending June 30, 2024.
2. During the renewal term, Contract pricing will increase by 6% as shown in Exhibit A, which is hereby incorporated by reference.
3. All other provisions of the Contract remain in full force and effect.

In witness whereof, the parties have caused this Amendment No. 1 to the Contract to be executed by the following duly authorized individuals:

[Remainder of page intentionally left blank; signature page to follow]

Herff Jones, LLC

4501 W. 62nd Street
Indianapolis, IN 46268

Denise Miller

Signature

Denise Miller, Herff Jones Yearbooks Sales Representative

Printed Name and Title

May 12, 2023

Date

County School Board of Henrico County,
Virginia

3920 Nine Mile Road
Richmond, VA 23223

Oscar Knott

Oscar Knott, CPP, CPPO, VCO
Purchasing Director

5/19/23

Date

APPROVED AS TO FORM:

Shirley Brown

Assistant County Attorney

5/15/23

Date

Exhibit A – Price Schedule for Contract 2311A

No. of Memory Books	<64 Pages	64-96 Pages	>96 Pages
< 250	<\$15.84	\$15.84 - \$21.12	>\$21.12
251-500	<\$15.13	\$15.13 - \$20.28	>\$20.28
501-750	<\$13.01	\$13.01 - \$17.13	>\$17.13

Delivery Charges Included

Option Costs:

Minor Change, per page – No Charge

Major change, per page – No Charge

Substitute picture – No Charge

New layout or substitute page – No Charge

Substitute four-color subject before separation, before or after masking – No Charge

Standard Foil Stamping - \$1.33 per copy

Specialty Foil Stamping - \$1.54 per copy

Foil Die – Contact plant for quote

Silk Screening, per cover, per color (includes run and setup)

Additional silkscreen - \$1.06 per copy

Non-standard silkscreen - \$265 per order/color

Metalay, per cover (includes dies, foil, run, setup)

Metalay - \$1.72 per copy

Embossing/Debossing (Vista Custom Embossed/Debossed) - \$636 + Die Charge

Names Stamps:

Submitted by January 29th - \$5 per line

Submitted after January 29th – add \$2 per line

Returned in alphabetical order - \$6 per line

Icon - \$3 each

One and Two Lines

Name Plates:

Submitted by January 29th - \$5 per line

Submitted after January 29th – add \$2 per line

Icon - \$3 each

One and Two Lines

Thermo Screening – Contact Plant for Quote

Use of Photographs – No Charge

Graphics, color types and line on endsheets:

Printed in black, SFB - \$333

Printed in black, DFB - \$439

Additional litho ink - \$201 per color

Standard litho in lieu of black - \$344

Printing on D or E side (black ink) - \$325

4/C front only (by 11/9) - \$1,218 per order

4/C DFB (by 11/9) - \$1,749 per order

Non-standard neon or metallic ink – Contact Plant for Quote

Additional Options:

World Yearbook Insert (Middle & High School Current Events)

16, four color pages

Content appropriate for middle and high school students

Available in sizes 8 or 9

May be sewn-in or inserted with kleenstick tape

Autograph Supplements

8, blank white pages

8, four color pages in two designs

Available in sizes 8 or 9

May be sewn-in or inserted with kleenstick tape

Plastic Dust Jacket Covers

Optional plastic cover to protect your book and its longevity

Customized Posters

Students order posters customized with their own personal photos of choice

Schools order sales posters customized with school photos

Schools order READ posters to include photos of faculty/staff reading favorite book to promote literacy

Color supplement: 12, 16, 20 and 24 page – Price dependent on page and copy count

4-page increments from page 4 pages to 48 pages

Size 7, 8 or 9

80 lb., 100 lb., matte or gloss or specialty paper

Kleenstick for self-application, or sewn into all copies

Quantity may match yearbook order or differ

All color, quick turn supplements offer a two or three week turnaround time from due date to ship