



## PART 4: APPENDIX B

# PRICING SCHEDULE

---

- I. PURPOSE OF SCHEDULE** To establish charges referenced in *VGIS Handbook*: Part 1 - Policies, Section C, "Pricing of Products and Services." This schedule will remain in effect until superseded.
- II. MEDIA CHARGE** VCGI procures, stores, formats and ships new electronic media, in order to guarantee reliable reproduction and ensure the safety of our systems. VCGI media charges consist of the approximate actual VCGI cost of quality, professional media. Charges for media available from VCGI include:
- |   |           |
|---|-----------|
| CD-ROM (650 MB)   | \$ .86*   |
| DVD (4.7GB)   | \$ 2.00*  |
| 2 Gigabyte External "Thumb" Drive (USB 2.0, Type A Connection)  | \$ 10.00  |
| 32 Gigabyte External "Thumb" Drive (USB 2.0, Type A Connection) | \$ 90.00  |
| 320 Gigabyte External Hard Drive (USB 2.0, Type A Connection)   | \$ 100.00 |
| 1 Terabyte External Hard Drive (USB 2.0, Type A Connection)     | \$ 150.00 |
- Media is not returnable to VCGI for a refund. Only media purchased, stored and formatted by VCGI will be used for data distributions. There are no exceptions to this policy. VCGI is a state data repository and cannot risk introducing viruses or other harmful software into our system.
- III. PROCESSING CHARGE** VCGI incurs reasonable costs directly associated with reproducing and distributing VGIS Information Products, and with providing other technical services not related to the provision of access to public records. VCGI processing charges consist of a direct labor rate plus other associated indirect costs as explained in the *VGIS Handbook*, Part 1, Section C: "Pricing of Products and Services." as required by 10 VSA 123
- The professional services of VCGI personnel may be requested to provide services unrelated to the copying or production of public records. Analyzing requests, performing data transformations, or performing other specialized data processing services requested by a customer will be charged at rates which cover all costs of the staff assigned, as required by 10 VSA 123. Labor rates vary from approximately **\$ 60 - \$ 95 per hour**, and VCGI provides estimates and charge rates for specific tasks upon request.
- IV. PHOTOCOPY & OTHER CHARGES** Paper documents distributed with the data are five cents (**\$.05**) per single-sided page, and nine cents (**\$.09**) per double-sided page.\* The estimated actual cost of postage and packaging materials will be added, when applicable.

\* Pursuant to the "Uniform Schedule of Public Record Charges for State Agencies" required by Act 159 of 1996