

**BIRDVILLE ISD REPRODUCTION COSTS  
FOR PUBLIC INFORMATION REQUESTS**

1. Loose Copies ..... \$.10 per standard-size page  
 A standard-size page is up to 8 1/2 x 14. If more than 50 pages a charge of \$15 per hour for personnel time is added.
2. Bound Copies (extra copies) ..... Printing Cost + \$5.00
3. Bound Copies (extra copies not available) ..... \$.10 per standard-size page + \$15/hour personnel time.
4. Nonstandard-size Copies:
  - a. Diskette.....\$. 1.00 each
  - b. Computer magnetic tape..... \$10.00 each
  - c. VHS video cassette..... \$2.50 each
  - d. Audio cassette..... \$1.00 each
  - e. Paper copy.....\$.50 each
5. Microfiche or microfilm charge: 0 per (CPU) minute
  - c. Client/Server.....\$2.20 per clock hour
  - d. PC or LAN..... \$1.00 per clock hour
7. Computer programming time.....\$28.50 per hour
8. Overhead charge.....20% of personnel time
9. Remote document retrieval charge.....Actual cost
10. Miscellaneous supplies.....Actual cost
11. Postage and shipping charge.....Actual cost
12. Other costs.....Actual cost
13. Standard Reports Run by MIS
  - BISD Organizations/PTA.....No Charge
  - \*Non-Profit Organizations..... \$.07 cents per page (minimum charge of \$10.00)
  - \*For-Profit Organizations.....\$.10 cents per page (minimum charge of \$15.00)

\*Any request by an individual for public information or by a Non-Profit Organization for Profit organization must be approved by the Communications Department and be pre-paid.  
 Source: GBA (Exhibit), GSC's Open Records Guidelines.