

# Noridian Administrative Services

## Mailing Center



### Delivering What You Need

Noridian Administrative Services utilizes a modern Mailing Center to distribute printed materials in a cost-effective manner. Many different types of documents are produced in a controlled environment where accuracy and security are of paramount importance.

The facility is located in Noridian's Critical Systems Operations Center (CSOC), which went online in 2001. It is specifically designed to withstand extreme weather conditions, including winds in excess of 150 miles per hour. The CSOC facility was also designed with growth in mind and can easily take on additional mail volumes.



The Mailing Center uses five Bell & Howell Mailstar 500 mail inserting units capable of handling both 3 of 9 and 2D barcodes for production mail, coupled with a Bell & Howell Criterion II mail sorter. Each Mailstar unit can process documents, one to four static inserts, then seal and meter an average of 1,600 envelopes per hour.

The Criterion II can sort up to 16,000 mailpieces per hour, processing all Postal Service letter class mail, thus reducing your postal costs. If an end-to-end solution is not desired, presort services alone will help reduce postal costs.

### Facility Capabilities

- 15,000 square feet of data center space
- State-of-the-art mailing technology
- 24x7 operations
- 160,000 daily mail piece capacity
- Presorting
- Mail piece tracking
- Highly qualified technicians and operations staff
- Flexible systems architecture

### Added Value

The Noridian Mailing Center is not a stand-alone facility. It is fully integrated with the high-capacity Noridian Print Center. This makes additional savings possible for you by having NAS process a print and mailing project from beginning to end. Each mail piece can be tracked from insertion to shipping, providing a complete history of the process. Should you choose not to have us perform printing services for you, we will negotiate with you to find a cost-effective method of transporting your materials to our mailing center.

