



# COUNTY COMMISSION

BALDWIN COUNTY  
312 Courthouse Square, Suite 12  
BAY MINETTE, ALABAMA 36507  
(251) 937-0264  
Fax (251) 580-2500  
www.baldwincountyal.gov

MEMBERS  
DISTRICT 1. FRANK BURT, JR.  
2. CHRIS ELLIOTT  
3. J. TUCKER DORSEY  
4. CHARLES F. GRUBER

October 4, 2016

Neopost USA, Inc.  
c/o Accurate Control Equipment, Inc.  
P.O. Box 533  
Fairhope, AL 36533  
ATTN: Randall Stabb

**REFERENCE:** Postage Machine and Letter Opener for Various Baldwin County Department

Dear Mr. Stabb:

The Baldwin County Commission during their regularly held meeting on October 4, 2016, approved the lease agreements with your firm for three (3) postage machines and one (1) letter opener off the State of Alabama bid for thirty-six (36) months as per the attached list.

Please find attached your copy of the executed Agreements. Quarterly billing will be required to the Baldwin County Commission, 312 Courthouse Square, Suite 11, Bay Minette, AL, 36507.

Sincerely,

TUCKER DORSEY, Chairman  
Baldwin County Commission

TD:wg Item#BC-7

Attachment

cc: Wanda Gautney, Purchasing Manager

## List of Postage Machines and Letter Opener for Various County Departments

### **Bay Minette Sheriff's Office**

Neopost Model IN600AERR – IN Series 600(AF) e-RR Feature & Activation Kit,  
with bc Scanner Includes e-RR Rate File w/100 eDel Conf. 100 eSig Conf &  
300 eCert Labels  
IN600AF – IN Series 600 Base w/Autofeeder, Sealer & Catch Tray  
Neopost INWP5 – IN Series 5 Weighing Platform  
Accounting Package  
Rate Protection  
Full Coverage Maintenance Contract  
\$569.64 per quarter - \$2,278.56 per year

### **Robertsdale Sheriff's Office**

Neopost Model IS360WP5 – IN 360 Base w/5 lb. Integrated Weigh Platform, Moistener & Catch  
Tray  
INSCAN – IN USB Barcode Scanner for Department Scanning or eServices  
IN360DW5 – IN 360 Base 5 lb. Differential Weighing  
Rate Protection  
Accounting Package  
Full Coverage Maintenance Contract  
\$307.35 per quarter - \$1,229.40 per year

### **Fairhope Satellite Courthouse**

Neopost Model IN600AERR – IN Series 600(AF) e-RR Feature & Activation Kit,  
with bc Scanner Includes e-RR Rate File w/100 eDel Conf. 100 eSig Conf &  
300 eCert Labels  
IN600AF – IN Series 600 Base w/Autofeeder, Sealer & Catch Tray  
Neopost INWP5 – IN Series 5 Weighing Platform  
Accounting Package  
Rate Protection  
Full Coverage Maintenance Contract  
\$569.64 per quarter - \$2,278.56 per year

### **Sales Tax Office - Robertsdale**

IM16 Letter Opener  
Full Coverage Maintenance Contract  
\$182.28 per quarter - \$729.12 per year

**Section (A) Office Information**

Office Number	Office Name	Phone #	Date
601	Accurate Control Equipment Inc.	(251) 928-4976	09/12/2016

**Section (B) Billing Information**

Company Name	Baldwin County Commission		
DBA			
Billing Address	312 Courthouse Square Ste 11		
City State Zip+4	Bay Minette	AL	36507
Contact Name	Wanda Gautney	Phone	(251) 580-2520
Contact Title	Purchasin Manager	Fax	(251) 580-2536
Email Address	wgautney@baldwincountyal.gov	PO #	

**Section (C) Installation Information (if different from billing information)**

Company Name	Robertsdale Sheriffs Office		
Installation Address	18126 County Rd 54		
City State Zip+4	Robertsdale	AL	36567
Contact Name	Connie Dudgeon	Phone	
Contact Title		Fax	
Email Address	wgautney@baldwincountyal.gov		
Main Post Office	Robertsdale	PO 5-Digit Zip Code	

**Section (D) Products**

Qty	Model / Part Number	Description (include Serial Number, if applicable)
1	IN360WP5	IN360 Base w/5lb Integrated Weigh Platform, Moistener & Catch Tray
1	INSCAN	IN USB Barcode Scanner for Department Scanning or eServices
1	IN360DW5	IN360 Base 5lb Differential Weighing

**Section (E) Lease Payment Information & Schedule**

Tax Status: <input type="checkbox"/> Taxable <input checked="" type="checkbox"/> Tax Exempt <i>Certificate attached</i>  Billing Frequency: <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Annually  Billing Method: <input type="checkbox"/> Standard <input checked="" type="checkbox"/> Arrears	Number of Months First 36	Monthly Payment (Plus applicable taxes) \$102.45
	Current Lease Number: N13091737	
	<input type="checkbox"/> ACH (Customer to submit authorization form)	

**Section (F) Postage Meter & Postage Funding Information**

Meter Model	IN360AI	Machine Model	IN360WP5
Postage Funding Method: <input type="checkbox"/> Bill Me <input type="checkbox"/> Prepay by Check <input checked="" type="checkbox"/> ACH Debit (Submit customer authorization form) <input type="checkbox"/> OMAS <input type="checkbox"/> CPU (include authorization form)		Postage Funding Account: <input checked="" type="checkbox"/> POC <input type="checkbox"/> TMS <input type="checkbox"/> New <input checked="" type="checkbox"/> Existing Existing Account Number: 36020747	
Agency Code		Sub Agency Code	

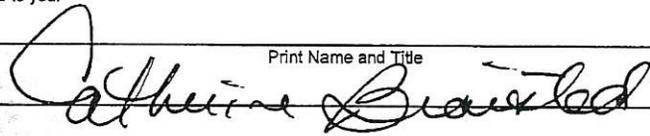
**Service Products (Check all that apply)**

- Online Postal Rates iMeter™ App (SP10)
- Online Postal Expense Manager iMeter™ App (SP20/NeoStats)
- Online E-Services with Electronic Return Receipt iMeter™ App (SP35)
- NeoShip BASIC - Requires NeoFunds/TotalFunds (EP70)
- NeoShip Install & User Guide (EP70GUIDES)
- RunMyMail
- Maintenance
- Installation/Training
- Software Support

**Section (G) Approval**

Existing customers who currently fund the Postage account by ACH Debit will not be converted to NeoFunds/TotalFunds unless initialed here \_\_\_\_\_.

This document consists of a Government Product Lease ("Lease") with MailFinance Inc.; and a Postage Meter Rental Agreement ("Rental Agreement"), and an Online Services and Software Agreement with Neopost USA Inc.; and a NeoFunds/TotalFunds Account Agreement with Mailroom Finance, Inc. Your signature constitutes an offer to enter into the Lease and, if applicable, the other agreements, and acknowledges that you have received, read, and agree to all applicable terms and conditions (version DealerGovLease-04-16), which are also available at <http://neopostusa.com/terms/DealerGovLease-V04-16.pdf>, and that you are authorized to sign the agreements on behalf of the customer identified above. The applicable agreements will become binding on the companies identified above only after an authorized individual accepts your offer by signing below, or when the equipment is shipped to you.

Authorized Signature:  Print Name and Title: \_\_\_\_\_ Date Accepted: 9/14/16

Accepted by Neopost USA and its Affiliates: \_\_\_\_\_ Date Accepted: \_\_\_\_\_