



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 | 09/06/2016 |

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) 937-9561 |
| Contact Title | Purchasing Manager | Fax | (251) 580-2536 |
| Email Address | wgautney@baldwincountyal.gov | PO # | |

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

| | | | |
|----------------------|------------------------------------|---------------------|----------------|
| Company Name | Eastern Shore Satellite Courthouse | | |
| Installation Address | 1100 Fairhope Ave. | | |
| City State Zip+4 | Fairhope | AL | 36532 |
| Contact Name | Gloria Bitto | Phone | (251) 990-4606 |
| Contact Title | | Fax | (251) 580-2690 |
| Email Address | gbitto@baldwincountyal.gov | | |
| Main Post Office | Fairhope | PO 5-Digit Zip Code | |

Section (D) Products

| Qty | Model / Part Number | Description (include Serial Number, if applicable) |
|-----|---------------------|---|
| 1 | IN600AF | IN Series 600 Base w/ Autofeeder, Sealer & Catch Tray |
| 1 | INWVP5 | IN Series 5 lb Weighing Platform |
| 1 | IN600AERR | IN Series 600(AF) e-RR Feature & Activation kit. w/bc Scanner Incl e-RR Rate File w/100 eDel Conf, 100 eSig Conf & 300 eCert labels |

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) \$189.88 |
| | Current Lease Number: N13101740 <input type="checkbox"/> ACH (Customer to submit authorization form) | |

Section (F) Postage Meter & Postage Funding Information

| | | | |
|---|------------|--|---------|
| Meter Model | IN600AF AI | Machine Model | IN600AF |
| 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: 7209641 | |
| Agency Code | | Sub Agency Code | |

Service Products (Check all that apply)

| |
|---|
| <input checked="" type="checkbox"/> Online Postal Rates iMeter™ App (SP10) |
| <input checked="" type="checkbox"/> Online Postal Expense Manager iMeter™ App (SP20/NeoStats) |
| <input checked="" type="checkbox"/> Online E-Services with Electronic Return Receipt iMeter™ App (SP35) |
| <input type="checkbox"/> NeoShip BASIC - Requires NeoFunds/TotalFunds (EP70) |
| <input type="checkbox"/> NeoShip Install & User Guide (EP70GUIDES) |
| <input type="checkbox"/> RunMyMail |
| <input checked="" type="checkbox"/> Maintenance |
| <input checked="" type="checkbox"/> Installation/Training |
| <input type="checkbox"/> 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 _____
 Accepted by Neopost USA and its Affiliates *Catherine Braxton* 9/13/16 Date Accepted _____