



# 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

July 3, 2018

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

**REFERENCE:** Lease of One (1) Postage Machine for the Baldwin County Foley Satellite Courthouse

Dear Mr. Staab:


The Baldwin County Commission during their regularly held meeting of July 3, 2018, approved the lease of one (1) postage machine off the State of Alabama Bid for the Foley Satellite Courthouse in the amount of \$1,031.22 per quarter for a total amount of \$4,124.88 per year for thirty-six (36) months as follows:

**Neopost Model IN750 Mail Machine IN Series 750 Base w/Mixed Size Feeder, sealer and drop tray**  
**Neopost Model INWP10 IN Series 10 lb Weighing Platform**  
**Neopost Model IN750ERR IN Series 750 Base e-RR Feature & Activation Kit w/BC scanner, Inc e-RR SW & Rate File w/200 eDel/Sig & 500 eCert Labels**  
**Neopost Model INDW10 IN Series 6/7 Base 10 lb Differential Weighing**  
**Neopost Model WP10STDN Scale Stand for ISWP10 & INWP10**  
**The postage machine will be placed at the Baldwin County Foley Satellite Courthouse, located at 201 East Section Ave., Foley, Alabama, 36535**

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

If you have any questions, please call the Purchasing Director, Wanda Gautney at (251) 580-2520.

Sincerely,



FRANK BURT, JR., Chairman  
Baldwin County Commission

FB:wg Item# BE-3

Attachment

cc: Wanda Gautney, Purchasing Director  
Jeannie Bonifay, Foley Courthouse Coordinator

**Section (A) Office Information**

Office Number 601	Office Name Accurate Control Equipment Inc.	Phone # (251) 928-4976	Date 06/12/2018
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**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	Accounts Payable	Phone	
Contact Title		Fax	
Email Address		PO #	

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

Company Name	Foley Courthouse		
Installation Address	201 East Section Ave.		
City State Zip+4	Foley	AL	36535
Contact Name	Jeannie Peerson	Phone	(251) 972-6833
Contact Title	Administrative Support	Fax	(251) 972-6842
Email Address	jeannie.peerson@baldwincountyal.gov		
Main Post Office		PO 5-Digit Zip Code	

**Section (D) Products**

Qty	Model / Part Number	Description (include Serial Number, if applicable)
1	IN750	IN Series 750 Base w/ Mixed Size Feeder, sealer and drop tray
1	INWP10	IN Series 10 lb Weighing Platform
1	IN750ERR	IN Series 750 Base e-RR Feature & Activation Kit w/bc scanner. Inc e-RR SW & Rate File w/200 eDel/Sig & 500 eCert labels
1	INDW10	IN Series 6/7 Base 10lb. Differential Weighing
1	WP10STDN	Scale Stand for ISWP10 & INWP10

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

Tax Status: <input type="checkbox"/> Taxable <input checked="" type="checkbox"/> Tax Exempt <i>Certificate attached</i>	Number of Months	Monthly Payment (Plus applicable taxes)
	First	36
Billing Frequency: <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Annually	Current Lease Number: <b>N15072344</b>	
Billing Method: <input type="checkbox"/> Standard <input type="checkbox"/> Arrears	<input type="checkbox"/> ACH (Customer to submit authorization form)	

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

Meter Model	IN750AI	Machine Model	IN750SH
Postage Funding Method: <input checked="" type="checkbox"/> Bill Me <input type="checkbox"/> Prepay by Check <input 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	
Agency Code		Sub Agency Code	
		Existing Account Number: 7209641	

**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 type="checkbox"/> 3G/4G Cell Service
<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 Government-Equipment-Lease-Terms-USPS-Dealer-v4-16), which are also available at <https://www.neopost.com/terms/government-equipment-lease-terms-usps-dealer-v4-16.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 Frank Burt, Jr.	Date Accepted 7/31/18
Accepted by Neopost USA and its Affiliates 		Date Accepted 6/12/18