



DEPARTMENT OF MANAGEMENT
SERVICES

"We serve those who
serve Florida"

JEB BUSH
Governor

Tom Lewis, Jr.
Secretary



Office of the Secretary
4050 Esplanade Way
Tallahassee, Florida
32399-0950

Telephone:
850-488-2786

Fax:
850-922-6149

Internet:
www.MyFlorida.com

September 22, 2006

MEMORANDUM NO.: (600-760-00-1)-10

TO: User Agency

FROM: Director, State Purchasing

SUBJECT: Contract No. 600-760-00-1
Title: Mail Processing Equipment

Effective October 1, 2006, Pitney Bowes 3rd party lease provider is changing.

Currently all LEASE RELATED orders for Pitney Bowes equipment are directed to:

Pitney Bowes Credit Corporation (PBCC)
1897 Capital Circle NE, Suite 101
Tallahassee, FL 32308-4455
Telephone: 800/322-8000 ext. 22165

EFFECTIVE OCTOBER 1, 2006 all LEASE RELATED orders for Pitney Bowes equipment should be directed to:

Pitney Bowes Global Financial Service (PBGFS)
516 Teton Street
Lake Mary, FL 32746
Telephone: 800/322-8000 ext. 22165

Ordering Instructions for all equipment purchases, maintenance contracts, supplies and one year meter rentals remains the same.

If you have any questions regarding this contract, please contact the Contract Administrator, Barb Carter, at (850) 487-6592, Suncom 287-6592 or email Barb.Carter@dms.myflorida.com. Thank you.



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January 23, 2006

Ste 360

MEMORANDUM NO.: (600-760-00-1)-9

TO: User Agency
FROM: Director, State Purchasing
SUBJECT: Contract No. 600-760-00-1
Title: Mail Processing Equipment

The following change has been made to the contract:

- The subject contract has been renewed for an additional one year period with all vendors. Contract is now effective through February 20, 2007.

Please direct any questions or problems regarding this contract to the Contract Administrator, Barb Carter, at (850) 487-6592, Suncom 287-6592 or email Barb.Carter@dms.myflorida.com. Thank you.

FS/bc



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Suite 315

July 19, 2005

MEMORANDUM NO.: (600-760-00-1)-8

TO: User Agency
FROM: Director, State Purchasing
SUBJECT: Contract No. 600-760-00-1
Title: Mail Processing Equipment

American Business Systems and Pitney Bowes have update their pricing

The Contact Administrator has change from Susan Barr to Barbara Carter

Any questions or problems in delivery or service that may arise regarding this contract should be directed to the [Contract Administrator](#).

DSP/



Suite 315

January 25, 2005

MEMORANDUM NO.: (600-760-00-1)-7

TO: User Agency

FROM: Director, State Purchasing

SUBJECT: Contract No. 600-760-00-1
Title: Mail Processing Equipment

The subject contract has been renewed from February 21, 2005 through February 20, 2006.

Any questions or problems in delivery or service that may arise regarding this contract should be directed to the [Contract Administrator](#).

DSP/



*The Administrative and Operations Arm
of Florida's Government*



DEPARTMENT OF MANAGEMENT
SERVICES

JEB BUSH, GOVERNOR

WILLIAM S. SIMON, SECRETARY

Suite 315

October 14, 2004

MEMORANDUM NO.: (600-760-00-1)-6

TO: User Agency
FROM: Director, State Purchasing
SUBJECT: Contract No. 600-760-00-1
Title: Mail Processing Equipment

The Contract Administrator has been changed from Steve Poole to Susan Barr.

Any questions or problems in delivery or service that may arise regarding this contract should be directed to the [Contract Administrator](#).

DSP/



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DEPARTMENT OF MANAGEMENT
SERVICES

JEB BUSH, GOVERNOR

WILLIAM S. SIMON, SECRETARY

Suite 315

April 7, 2004

MEMORANDUM NO.: (600-760-00-1)-5

TO: User Agency

FROM: Director, State Purchasing

SUBJECT: Contract No. 600-760-00-1
Title: Mail Processing Equipment

The Contract Administrator has been changed from Tom Butler to Steve Poole.

Any questions or problems in delivery or service that may arise regarding this contract should be directed to the [Contract Administrator](#).

DSP/



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DEPARTMENT OF MANAGEMENT
SERVICES

JEB BUSH, GOVERNOR

WILLIAM S. SIMON, SECRETARY

July 15, 2003

MEMORANDUM NO.: (600-760-00-1)-4

TO: User Agency

FROM: Director, State Purchasing

SUBJECT: Contract No. 600-760-00-1
Title: Mail Processing Equipment

This contract has been revised to add Amendment 1 in support of MyFloridaMarketPlace. The amendment can be viewed below.

Any questions or problems in delivery or service that may arise regarding this contract should be directed to Tom Butler at (850) 488-7804, Suncom 278-7804, e-mail: butlert@dms.state.fl.us.

/tb



FLORIDA DEPARTMENT OF MANAGEMENT SERVICES



JEB BUSH
Governor

WILLIAM S. SIMON
Secretary

State Term Contract No. 600-760-00-1 Amendment No. 1

THIS AMENDMENT, effective as of the last date signed below, is by and between the State of Florida Department of Management Services (the "Department") and the entity identified below as Contractor (the "Contractor") (collectively, the "Parties"), and amends State Term Contract No. 600-760-00-1 (the "Contract").

WHEREAS the Department is implementing an electronic procurement system, currently known as MyFloridaMarketPlace, (the "System") with the assistance of a third-party agent, Accenture LLP ("Accenture"); and

WHEREAS the Department wishes to include the Contractor and the Contract in the System; and

WHEREAS the Contractor desires to participate in the System; and

WHEREAS the Contract allows modifications in the event an electronic procurement system is implemented.

THEREFORE, in consideration of the mutual promises contained below, and other good and valuable consideration receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Registration. The Department shall allow the Contractor, following effective registration with Accenture, to participate in the System. The Contractor shall register in the System within ten (10) business days of the effective date of this Amendment. Contractor shall visit www.myfloridamarketplace.com and follow the appropriate instruction in order to register.

2. Transaction Fee. The Parties hereby agree that the following additional section shall apply to all sales under the contract. This Transaction Fee is in lieu of, and not in addition to, the surcharge fee authorized by section 287.1345, Florida Statutes (2002).

Transaction Fee

The Department has instituted a statewide eProcurement System ("System"), with the assistance of a third-party agent, Accenture LLP ("Accenture"). All transactions from this Contract shall be deemed a "transaction processed through the eProcurement

System” as that term is used in the contract between the Department and Accenture. Pursuant to section 287.057(23), Florida Statutes (2002), a Transaction Fee of one percent (1.0%) of the total dollar amount of each purchase order shall apply to all purchases from this Contract. The fee shall be paid by the Contractor, and shall not be added to purchase orders as a separate item. Because the Transaction Fee will be used, in part, to compensate Accenture for the development, operation, and maintenance of the System, Accenture is an intended third-party beneficiary of this paragraph imposing the Transaction Fee on transactions from this Contract.

For payments within the State accounting system (FLAIR or its successor), the Transaction Fee shall, when possible, be automatically deducted from payments to the Contractor. If automatic deduction is not possible, whether within or without the State accounting system, Accenture shall either (1) establish with the Customer an automated process for billing and collecting the Transaction Fee from payments that are made to the Contractor or (2) rely upon the Contractor to self-report and pay the Transaction Fee pursuant to processes that Accenture may establish. By submission of these reports and corresponding Contractor deposits, Contractor is certifying their correctness. All such reports and fee deposits shall be subject to audit by the State.

Contractor shall receive a credit for any Transaction Fee paid by the Contractor for the purchase of any item(s) if such item(s) are returned to the Contractor through no fault, act, or omission of the Contractor. Notwithstanding the foregoing, a Transaction Fee is non-refundable when an item is rejected or returned, or declined, due to the Contractor’s failure to perform or comply with specifications or requirements of the applicable purchase order or Contract.

Contractors shall be responsible for reporting sales and paying Transaction Fees resulting from sales made by authorized resellers.

Failure to comply with these requirements shall constitute grounds for declaring the Contractor in default and recovering procurement costs from the Contractor in addition to all outstanding fees. **CONTRACTORS DELINQUENT IN PAYING TRANSACTION FEES MAY BE EXCLUDED FROM BIDDING ON DEPARTMENT CONTRACTS.**

3. Electronic Invoicing. Notwithstanding any provision of the Contract, the Contractor shall supply electronic invoices in lieu of paper-based invoices for those transactions processed through the System. Electronic invoices shall be submitted to the Customer through the Ariba Supplier Network (ASN) in one of the following mechanisms – EDI 810, cXML, or web-based invoice entry within the ASN.

4. Catalog Data. Accenture is responsible for converting Contract catalog information into a format supported by the System. To accomplish this conversion, the Contractor shall provide certain information in electronic format directly to Accenture; alternatively, the Contractor may follow the “punchout” solution described in more detail below.

Within ten (10) days of written notice from Accenture, Contractor shall provide all information necessary to facilitate electronic purchases from this contract, or shall contact Accenture and begin work on the “punchout” solution described below. Such information may include, but is not limited to, Contractor name, SKU, brand/manufacturer, product name and brief description, unit of measure, and price. Contractor shall provide this information in the format requested by Accenture. No costs or expenses associated with providing this information shall be charged to the Department, Customers, or Accenture. With Contractor’s timely assistance, Accenture shall create and maintain web-based placement of the requested contract information.

“Punchout” Alternative

The Contractor may offer, as an alternative to providing the information discussed above, an online “punchout” solution, in which the Customer accesses the Contractor’s website directly from the System, rather than the System maintaining the Contractor’s data. This solution must allow the Customer to reach the Contractor’s site, browse for contracted items only, and return to the System with a list of items ready to be inserted into a requisition. If Contractor selects this alternative, it must meet the following requirements:

The solution must conform to cXML 1.0 or 1.1 standards.

The solution must conform to the technical specifications and implementation requirements provided by Accenture, and the Contractor must work with Accenture to ensure successful integration of the punchout solution into the System

The solution must have the capability to provide only those products awarded under the contract, and block any non-contract item(s) from being added to the requisition.

Warranty

For the purposes of this section, the Contractor warrants and represents that it is authorized and empowered to and hereby grants the Department and Accenture the right and license to use, reproduce, transmit, distribute and publicly display within the System the information outlined above. In addition, the Contractor warrants and represents that it is authorized and empowered to and hereby grants the Department and Accenture the right and license to reproduce and display within the System the Contractor’s trademarks, system marks, logos, trade dress or other branding designation that identifies the products made available by the Contractor under the Contract.

If the Contractor is not the manufacturer, it shall be the Contractor’s responsibility to obtain authorization from the manufacturer to comply with the provisions of this section, including securing any intellectual property rights of the manufacturer. If the Contractor is the manufacturer, it shall only authorize dealers, outlets, distributors, value-added resellers, etc. within their network that can comply with the provisions of the Contract.

5. Additional Modifications. The Department reserves the right to further revise the collection and reporting requirements in conjunction with alterations to the System.

6. Conflict. In the event any of the terms herein conflict with the terms of the Contract, the terms of this Amendment shall control. All other terms of the Contract remain in full force and effect. Contractor waives and releases any and all claims for additional compensation arising out of or relating to this Amendment.

7. Warranty of Authority. Each person signing this Amendment warrants that he or she is duly authorized to do so and to bind the respective party.

SO AGREED:

CONTRACTOR

Contractor Name

Address

By:
Its:

Date

**STATE OF FLORIDA,
DEPARTMENT OF MANAGEMENT SERVICES**

By:

Date

Approved as to form and legality by the Department General Counsel's Office:

Date



**FLORIDA
DEPARTMENT
OF
MANAGEMENT
SERVICES**

JEB BUSH
GOVERNOR

SIMONE MARSTILLER
INTERIM SECRETARY



STATE PURCHASING
4050 ESPLANADE WAY
SUITE 350
TALLAHASSEE, FLORIDA
32399-0950

TELEPHONE:
850-488-8440

FAX:
850-488-5498

INTERNET:
WWW.MYFLORIDA.COM

January 6, 2003

MEMORANDUM NO.: (600-760-00-1)-3

TO: User Agency
FROM: Director, State Purchasing
SUBJECT: Contract No. 600-760-00-1
Title: Mail Processing Equipment

The following changes have been made to the subject contract:

- 1) American Business Systems-Neopost is updating their product list and pricing.
- 2) Ascom Hasler Mailing Systems, Inc. has changed its name to Hasler, Inc.
- 3) Francotyp-Postalia is making dealer revisions. Automated Systems, Inc. has been added as an authorized Francotyp-Postalia dealer. A-1 Business Systems, Paragon Business Systems, Evcor-Tampa, and U.S. Toner and Copier have been removed from the authorized dealer list.
- 4) The Contract Administrator has been changed from Karen Esser to Tom Butler.

All product and pricing updates have been verified in accordance with the provisions stated in the "Prices" section of the contract's "Special Conditions". All product changes have been verified as meeting or exceeding the original specifications of the contract. Any questions or problems in delivery or service that may arise regarding this contract should be directed to Tom Butler at (850) 488-7804, Suncom 278-7804, e-mail: butlert@dms.state.fl.us.

/tb



**FLORIDA
DEPARTMENT
OF
MANAGEMENT
SERVICES**

JEB BUSH
GOVERNOR

CYNTHIA A. HENDERSON
SECRETARY



STATE PURCHASING
4050 ESPLANADE WAY
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32399-0950

TELEPHONE:
850-488-8440

FAX:
850-414-6122

INTERNET:
WWW.MYFLORIDA.COM

Suite 315

June 27, 2001

MEMORANDUM NO.: (600-760-00-1)-2

TO: Department Addressed

FROM: Matthew R. Jeppson
Director, State Purchasing

SUBJECT: Contract No. 600-760-00-1
Title: Mail Processing Equipment

Effective with this revision, each of the manufacturers/contractors will maintain new equipment configurations and pricing on their individual websites as required by the special conditions of this contract; the original price list will be available from the contract as long as it is in effect. All updates to the websites must have prior approval of the contract administrator before being released to the agencies. The award index (page 17), has been updated to include the correct URL addresses for each of these contractors' websites.

Ascom-Hasler has authorized Modular Mailing Systems to assume the management of their contract website and other related duties; however, the original policies and procedures for acquiring meters remains intact as published in the contract. Modular Mailing's ordering instructions are being updated as well.

Franco-Typ Postalia has a new contact person in addition to new authorized dealers. This is reflected in the ordering instructions. The A-1 Business Systems supplemental equipment price list has been revised and will continue to be available from the state contract website.

Any questions or problems in delivery or service that may arise regarding this contract should be directed to Karen Esser at (850) 488-7804, Suncom 278-7804, esserk@dms.state.fl.us

MRJ/ke/meb



Suite 315

June 27, 2000

MEMORANDUM NO.: (600-760-00-1)-1

TO: Department Addressed

FROM: Paul A. Rowell
Deputy Secretary

SUBJECT: Contract No. 600-760-00-1
Title: Mail Processing Equipment

Please make the following changes in the subject contract:

Delete: Certification Page and Pages 12-104

Add: Certification Page and Pages 12-123* *(Rev 7 Jul 00)

This contract is being revised as follows:

- Ascom-Hasler is adding new equipment, and revising the Ordering Instructions. In addition to the Ascom Meters, Modular Mailing Systems has been authorized to offer peripheral equipment from PFE, Rena, Datatech, Duplo, and OPEX; this information has been included in the Ascom section.
- Franco-Typ Postalia is adding new equipment and revising the Ordering Instructions. In addition to the Franco-Typ Postalia meters, A-1 Business Systems has been authorized to offer peripheral equipment from Asmarc, Datatech, Duplo, PosTech, Ultra Systems, MOS International, MicroGeneral, and Deteco. This has been included with the Postalia section.
- American Business Systems-Neopost is adding new equipment and revising the Ordering Instructions.
- Pitney Bowes is adding new equipment and revising the Ordering Instructions.

Any questions or problems in delivery or service that may arise regarding this contract should be directed to Karen Esser at (850) 488-7804, Suncom 278-7804, email: esserk@dms.state.fl.us

PAR/ke/sec



Suite 315

CERTIFICATION OF CONTRACT

TITLE: Mail Processing Equipment

CONTRACT NO.: 600-760-00-1

BID NO.: 15-600-760-K

EFFECTIVE: February 21, 2000 through February 20, 2007

RENEWAL: February 21, 2006 through February 20, 2007
(Rev 23 Jan 2006)

SUPERSEDES: 600-760-97-1

CONTRACTOR(S):

American Business Systems (M) – Neopost
Francotyp-Postalia, Inc. (A)
Modular Mailing Systems, Inc.- Hasler, Inc. (A)
Pitney Bowes (A)

(Rev 7 April 04)

-
- A. AUTHORITY - Upon affirmative action taken by the State of Florida Department of Management Services on February 9, 2000, a contract has been executed between the State of Florida and the designated contractors.
- B. EFFECT - This contract was entered into to provide economies in the purchase of Mail Processing Equipment by all State of Florida agencies and institutions. Therefore, in compliance with Section 287.042, Florida Statutes, all purchases of these commodities shall be made under the terms, prices, and conditions of this contract and with the suppliers specified.
- C. ORDERING INSTRUCTIONS - All purchase orders shall be issued in accordance with the attached ordering instructions. Purchaser shall order at the prices indicated, exclusive of all Federal, State and local taxes.

All contract purchase orders shall show the State Purchasing contract number, product number, quantity, description of item, with unit prices extended and purchase order totaled. (This requirement may be waived when purchase is made by a blanket purchase order.)

- D. CONTRACTOR PERFORMANCE - Agencies shall report any vendor failure to perform according to the requirements of this contract on Complaint to Vendor, form PUR 7017. Should the vendor fail to correct the problem within a prescribed period of time, then form PUR 7029, Request for Assistance, is to be filed with this office.
- E. SPECIAL AND GENERAL CONDITIONS - Special and general conditions are enclosed for your information. Any restrictions accepted from the supplier are noted on the ordering instructions.
- F. CONTRACT APPRAISAL FORM - State Contract Appraisal, form PUR 7073 should be used to provide your input and recommendations for improvements in the contract to State Purchasing for receipt no later than 90 days prior to the expiration date of this contract.

Authorized Signature

ke/kla

Attachments

CONTRACT ADMINISTRATOR

Barbara Carter

PHONE: (850) 487-6592

SUNCOM 277-6592

E-MAIL: barb.carterb@dms.myflorida.com

FORM 7105

INVITATION TO NEGOTIATE

(PLACE HOLDER) – PAGE 1

FORM 7105

INVITATION TO NEGOTIATE

(PLACE HOLDER) – PAGE 2

SPECIAL CONDITIONS

PURPOSE

The purpose of this negotiation is to establish a 60 month contract for the purchase of Mail Processing Equipment by all State of Florida agencies and other eligible users in accordance with Eligible Users paragraph, General Conditions. It is anticipated that the contract will be effective from January 1, 2000 through December 31, 2004.

OPTIONAL CONTRACT USAGE

In addition to the eligible users referenced above and with the consent of the successful negotiator(s) purchases may be made under the terms and conditions of this Invitation to Negotiate/Request for Proposal, by governmental entities located outside the State of Florida. Appropriate governmental entities' purchasing laws, rules and regulations shall apply to purchases made under this contract.

SCOPE

The object of the Invitation to Negotiate is to establish a contract for the purchase or lease, installation and maintenance of and supplies for postage meters and related postage equipment. This contract resulting from this Invitation to Negotiate will provide efficiency and economy for all eligible users in the acquisition of this equipment and services, by providing a negotiated pricing schedule for authorized meter manufacturers.

SPECIAL ACCOMMODATION

Any person requiring a special accommodation at State Purchasing because of a disability should call State Purchasing at (850) 488-8440 at least five (5) workdays prior to the < >. If you are hearing or speech impaired, please contact the Division by using the Florida Relay Service which can be reached at 1 (800) 955-8771 (TDD).

ESTIMATED QUANTITIES

It is anticipated that the State of Florida agencies, and other eligible users, will expend approximately 2.5 million annually under any contract resulting from this negotiation. These

estimated figures are given only as a guideline for preparing your negotiation and should not be construed as representing actual figures under the contract.

BALANCE OF LINE

The "balance of line" shall include support equipment and accessories directly related to mail processing equipment as a standard required by the United States Postal Service.

State Purchasing reserves the right to request technical literature on any item which appears in the balance of line.

State Purchasing reserves the right to accept or reject any individual item(s) offered as balance of line.

EQUIPMENT LIST

An equipment list shall be provided for each configuration. Each list shall identify all equipment and quantities including all modular equipment within the mailing system that comprises the baseline system.

TECHNICAL DOCUMENTATION

All products negotiated must meet or exceed all conditions and specifications of the Invitation to Negotiate (ITN). When technical documentation is required by this ITN, its purpose is to demonstrate compliance of the product negotiated with applicable technical requirements of the ITN and to allow a technical evaluation of the product. Failure to provide the required technical documentation with the negotiation submittal shall make the negotiator nonresponsive, unless State Purchasing, in its sole discretion and in the best interest of the State, determines the acceptability of the products offered through technical documentation available within the Division as of the date and time of negotiation opening. Such authority of the Division shall in no way relieve the negotiator from the ultimate responsibility to submit the required technical documentation, nor shall any negotiator assume that such documentation is otherwise available to the Division. The State shall not be responsible for the accuracy of the technical documentation in its possession.

DELIVERY REQUIREMENTS

All prices negotiated shall include delivery to purchaser within 30 days after receipt of purchase order.

AUTHORIZED DEALERS/DISTRIBUTORS AND/OR SERVICE LOCATIONS:

On any contract where orders will be directed to Authorized Dealers/Distributors or listing Service Locations, this information shall be provided by the NEGOTIATOR as part of the negotiation package in hard copy, and on a 3.5 inch diskette in a Word for windows file. Any subsequent revisions shall be submitted in the same format to the DOP CONTRACT ADMINISTRATOR, for review and approval prior to implementation.

Diskette must be formatted as:

- “Word for Windows”
- Font: Times New Roman 12
- Preset tabs only
- Margins: .5 Left and .5 Right, .5 Top and 1.0 Bottom
- Portrait only-no landscape
- No Tables
- No Headers or Footers
- No Excel Files

Failure to submit the information required in this section will be grounds for disqualification of your negotiation and/or removal from any resulting contract.

NOTICE TO CONTRACTOR

The employment of unauthorized aliens by any contractor is considered a violation of section 247A(e) of the Immigration and Nationalization Act. If the contractor knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of the contract.

PUBLIC ENTITY CRIMES

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a negotiation on a contract to provide any goods or services to a public entity, may not submit a negotiation on a contract with a public entity for the construction or repair of a public building or public work, may not submit negotiations on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in f.s. 287.017 for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

SUMMARY OF TOTAL SALES

Contract supplier shall furnish State Purchasing a detailed Summary of Sales at the end of each quarterly contract period. Sales Summary shall include:

1. State Contract Number
2. Contractor's Name
3. Reporting Period Date
4. Model Number
5. Purchase Order Date
6. Leased or Purchased
7. Sale Amount
8. Agency Name
9. City
10. Total Quarterly Sales

Failure to provide this information, including no sales, within thirty (30) calendar days following the end of each quarter may result in the contract supplier being found in default or unilateral cancellation of your contract by State Purchasing.

PRICE LISTS

On any contract where pricing is based on a Manufacturer's or Dealer's published price list (net or discounted), the price list must be provided by the NEGOTIATOR as part of the negotiation package in hard copy, and on a 3.5 inch diskette as a Word For Windows file. Any subsequent revisions shall be submitted in the same format to State Purchasing CONTRACT ADMINISTRATOR, for review and approval prior to implementation.

Diskette must be formatted as:

- "Word for Windows"
- Font: Times New Roman 12
- Preset tabs only
- Margins: .5 Left and .5 Right, .5 Top and 1.0 Bottom
- Portrait only-no landscape
- No Tables
- No Headers or Footers
- No Excel Files

State Purchasing, at its discretion, may allow the CONTRACT HOLDER to configure its own PRICE LIST of eligible offerings and to post the prices on the CONTRACT HOLDERS Internet Home Page. However, all initial pricing and any subsequent price changes must be reviewed and approved by State Purchasing Contract Administrator before they can be posted to the CONTRACT HOLDER Internet Home Page.

Failure to submit the information required in this section will be grounds for disqualification of your negotiation and/or removal from any resulting contract.

PRICES

Prices shall be submitted in accordance with the designated manufacturer's published government product/price list. Prices shall be firm net delivered price to the ordering agency. The prices offered shall be firm against any increase for the entire term of this contract and any renewals thereof. The pricing schedule originally submitted shall be firm against any increase for 180 days from effective date of contract. After this period, if there has been, or is, a documented increase in cost, a request for price adjustment may be submitted to the Division of Purchasing with the State reserving the right to accept or reject within 30 days, or cancel the contract. New products may be added, utilizing the same pricing originally offered, based on the manufacturer's price in effect at the time the new product is offered. Any increases accepted shall not become effective prior to 30 days after the date of request. All requests for price adjustments must be substantiated by manufacturer's certification of cost or other documentation.

Submit a Pricing Schedule for equipment maintenance, and supplies for mail processing equipment. Pricing schedule should include but not be limited to purchase price, lease prices including maintenance, first year maintenance for purchased equipment, meter rental supplies. The pricing should be submitted as configurations for small low volume mail systems, low volume mail systems, medium volume mail systems, high volume mail systems, system meters, and balance of line.

Maintenance prices submitted shall remain firm throughout the contract period and/or for 9 months immediately following the initial 90 day warranty period on purchased machines.

Maintenance prices shall include full coverage maintenance including preventive maintenance, all service calls and replacement of all defective or worn parts. Maintenance prices following the end of one year from the date of purchase (90 day warranty plus 9 months) may not increase more than the average of 5 percent of the base contract price per year for a period of four years. (Please note: the cumulative increase from the base contract price shall not exceed 5% after 1 year, 10% after 2 years, etc.) This price protection applies only to equipment purchased from this contract. After the maintenance price protection expires, maintenance prices may not exceed published GSA prices.

Lease Prices shall remain firm throughout the lease period selected by the purchaser. This shall apply to all lease agreements initiated by the issuance of a purchase order at any time prior to the expiration date of the contract.

SUBSTITUTION

Prior written approval of State Purchasing is required for substitution of postage meters and mailing equipment. The State retains sole discretion to accept and approve such requests when deemed to be in the State's best interest.

TRAINING

The supplier will schedule sufficient training sessions to adequately instruct personnel in the use of equipment. This is to be performed after installation and prior to actual operation and acceptance. Training shall include a user's manual. Further training periods will be provided at no additional cost.

LEASE AND PURCHASE PROVISIONS

Each purchaser will be authorized to enter into a contract for equipment by issuance of a purchase order referencing the contract number. The manufacturer's lease agreement form will not be used since a contract resulting from this negotiation and the purchase order will constitute the complete agreement. Since the State Comptroller's prior approval is required for State Agencies to enter into or extend either lease or installment purchase agreements, State agencies are cautioned to review the Comptroller's latest memorandum addressing leases and installment purchase of equipment.

I. LEASE PROVISIONS

A. RISK OF LOSS OR DAMAGE

The purchaser shall be relieved from risks of loss or damage to all equipment leased during the period of transportation, installation, and during the entire time the equipment is in the possession of the purchaser except when loss or damage is due to fault or negligence of the purchaser.

B. TERM

Lease agreements shall be effective on the date of acceptance of the equipment. The date of acceptance is that date on which the equipment is installed at the agreed to purchaser location and the equipment is certified ready for use by the contractor and accepted by the purchaser as installed and in good working order.

Lease agreements shall terminate upon completion of the specified lease agreement period. Purchase of leased equipment by state agencies requires prior approval as a contract exception through State Purchasing.

Upon mutual agreement with the contractor, the purchaser shall have the option to continue leasing the equipment for the same term as current lease agreement by giving written notice 30 days prior to the end of the initial lease term, without prior approval of State Purchasing, provided the following conditions are met:

1. Prices are equal to or below that specified for like equipment available on State contract or not in excess of the vendor's established governmental pricing at the time of extension. (Pricing to include in & out charges, rigging, accrued equity and any other cost associated with the acquisition.)
2. Terms and conditions of extension must be the same as those in the current State contract.
3. Purchaser (leasee) may extend lease up to the term of the initial lease period. During the extended lease the purchaser (leasee) may cancel without penalty upon 60 days written notice to vendor.

Any exception to the above conditions requires prior approval by State Purchasing.

Please note that for the purpose of this negotiation and resulting contract extension is the term used for that period that follows the end of the initial lease term. There is no provision for renewal which would follow the extension.

2-YEAR LEASE

A twenty-four (24) consecutive month equipment plan (not a lease purchase plan) which shall terminate at the end of the twenty-four (24) month period. No termination notice shall be required by either party.

3-YEAR LEASE

A 36 consecutive month equipment plan (not a lease purchase plan) which shall terminate at the end of the 36 month period. No termination notice shall be required by either party.

4-YEAR LEASE

A 48 consecutive month equipment plan (not a lease purchase plan) which shall terminate at the end of the 48 month period. No termination notice shall be required by either party.

C. CANCELLATION

1. The provisions of Cancellation Paragraph, General Conditions, do not apply to equipment leased under this contract.
2. The initial lease agreement may be canceled at any time during the lease period by the purchaser. A thirty (30) day cancellation notice will be required of the purchaser in writing. All money due the contractor for the remainder of the lease agreement period will be due and payable upon completion of the equipment removal, except in documented cases of nonperformance by the vendor.
3. Upon cancellation of a lease agreement by the purchaser without cause the equipment will be returned to the contractor with transportation at the purchaser's expense as well as removal charges if applicable.

II. PURCHASE PROVISIONS

A. RISK OF LOSS

During the period the equipment is in transit or in possession of the purchaser, up to and including the date of acceptance by the purchaser, contractor shall be responsible for all risk of loss or damage to the equipment. After the date of acceptance, the risk of loss or damage will pass to the purchaser.

B. WARRANTY

The contractor shall fully warrant all items furnished hereunder against defects in materials and workmanship for a minimum period of 90 days from date the equipment is accepted by the purchaser. Should any defects in workmanship or

materials, appear during the warranty period, the contractor shall repair or replace such items immediately upon receipt of notice from the purchaser. The warranty shall cover material, labor and transportation charges, if any. Warranties submitted with your negotiation, either appearing separately or included in preprinted literature and price lists, shall not be acceptable and provisions herein take precedence.

INTERNET HOME PAGE

The Contract resulting from this negotiation will become a public document. The State of Florida, State Purchasing is using the Florida Communities Network (FCN) on the Internet World Wide Web (WWW) to distribute State Term Contracts and product information to eligible users and other interested entities.

While not required at this time, each CONTRACT VENDOR is encouraged to develop and maintain a HOME PAGE on the Internet WWW. The Home Page must be compatible with the most recent version of browser software being used by State Purchasing. As of the writing of this solicitation, Netscape Navigator 3.0 is the State Purchasing browser standard. State Purchasing intends to upgrade to new browser versions as they become available and fully tested, at its discretion.

The Universal Resource Locator (URL) for the INTERNET HOME PAGE must be listed in the space provided on the Ordering Instructions page of the negotiation.

SPECIAL SALES OFFERS

All purchases made from State contracts by State agencies, institutions and political subdivisions must be in strict adherence to all terms, conditions and prices contained therein; therefore, all contract suppliers and their representatives are required to present any "special" price proposals directly to State Purchasing.

SALES PROMOTIONS

It is understood that sales promotions may occur during the term of the contract that will lower the prices of some products for the period of the sales promotion. Any such reduction shall appear on the using agency invoices.

Sale pricing shall be made available to all users of the contract. Sales promotions shall be documented in writing by the contractor to State Purchasing. Contractor shall specify start and ending dates of the sales promotion. State Purchasing will not accept sales promotions specifying limited quantities or closeouts.

VISA ACCEPTANCE

The State of Florida has implemented a purchasing card program, using the Visa **platform**. Vendors may receive payment from state agencies by the purchasing card in the same manner as

other Visa purchases. **Visa acceptance is mandatory but is not the exclusive method of payment.** Please indicate your ability to accept Visa in the space provided on the Ordering Instruction sheet of the negotiation.

INSURANCE, WORKERS' COMPENSATION

The contractor shall take out and maintain during the life of this agreement, Workers' Compensation Insurance for all of his employees connected with the work of this project and, in case any work is sublet, the contractor shall require the subcontractor similarly to provide Workers' Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the contractor. Such insurance shall comply fully with the Florida Workers' Compensation law. In case any class of employees engaged in hazardous work under this contract at the site of the project is not protected under the Workmen's Compensation statute, the Contractor shall provide, and cause each sub-contractor to provide, adequate insurance, satisfactory to the Purchaser, for the protection of his employees not otherwise protected.

YEAR 2000 COMPLIANCE

WARRANTY:

For purposes of this Year 2000 warranty, the term "Product shall include software, firmware, microcode, hardware and embedded chip technology.

Vendor warrants that the Product is Year 2000 Compliant. All versions of the Product offered by the vendor and purchased by the State, for which Vendor is obligated to provide maintenance service are, and in the future, will be, Year 2000 Compliant. Year 2000 Compliant means the Product will include the ability to: consistently handle date information before, during, and after January 1, 2000, including accepting date input providing date output, and processing dates; function before, during and after January 1, 2000, without the need for program changes caused by the advent of the new century; properly handle all date related information before and following Jan 1, 2001, including but not limited to accurate and reliable performance in processing date and date related data, including calculating, comparing and sequencing; properly process any and all date calculations before, on and after the leap year date of February 29, 2000 and store and provide output of date information in ways that are unambiguous as to century.

The duration of this warranty and the remedies available to the State for breach of this warranty shall be as defined in, and subject to, the terms and limitations of any general warranty provisions of this contract, provided that notwithstanding any provision to the contrary in such warranty provision(s), or in the absence of any such warranty provision(s), defects in the Product with regard to Year 2000 Compliance, if any, will be corrected by Vendor at Vendor's cost within a timeframe mutually agreed upon with the State. Vendor cannot be held responsible for errors resulting from devices or systems external to this contract which are permitted to directly access any database provided under this Agreement and overwrite Product date fields or from the users improper integration of non-Year 2000 Compliant systems. Nothing in this warranty shall be construed to limit any rights or remedies the State may otherwise have under this contract with respect to defects other than Year 2000 performance.

REMEDY CLAUSE:

In the event of any decrease in product functionality related to time and date related codes and internal subroutines that impede the hardware or software programs from operating beyond the Millennium Date Change, Licensors and Vendors of Licensors products, agree to immediately make required corrections to restore hardware and software programs to the same level of functionality as warranted herein at no charge to the licensee, and without interruption to the ongoing business of licensee, time being of the essence.

RESELLERS:

All products negotiated under this negotiation/contract will be Year 2000 compliant. Year 2000 Compliant means the Product will include the ability to: consistently handle date information before, during, and after January 1, 2000, including accepting date input, providing date output, and processing dates; function before, during and after January 1, 2000, without the need for program changes caused by the advent of the new century; properly handle all date related information before and following January 1, 2001, including but not limited to accurate and reliable performance in processing date and date related data, including calculating, comparing and sequencing; properly process any and all date calculations before, on and after the leap year date of February 29, 2000 and store and provide output of date information in way that are unambiguous as to century. Resellers may provide a "pass through warranty" from the manufacturers/software developer, which meets all the warranty requirements by the State, and which shall include all other warranties provided by the manufacturer or software developer. Reseller shall be responsible for warranty assurance, assistance, enforcement and any other actions or remediation, required to satisfy warranty requirements.

AWARD

Award shall be by manufacturer's equipment as authorized by the USPS, on a multiple award basis.

A contract will be awarded to all USPS authorized manufacturers for equipment offered for mail processing equipment as negotiated and approved by State Purchasing.

PURCHASES UNDER \$2,500

Agencies have the option to purchase from non contract vendors provided the cost is below \$2,500. State agencies are encouraged to use the State Visa Purchasing Card for all purchases under \$2,500.

GLOSSARY OF TERMS FOR MAIL PROCESSING EQUIPMENT AND POSTAGE METERS

(Rev 7 Jul 00)

METERS

	<u>Description</u>
Postage Meter	A meter is filled with postage dollars by the Post Office allowing a customer to dispense postage.
Stand Alone System	A low volume postage meter that does not require a base to function (Ascom Model T1263).
Post Office Setting	Adding Postage dollars by taking the meter to the Post Office.
Postage-On-Call	Adding postage dollars to the meter via the telephone. (Neopost)
Telephone Set	Adding postage dollars to the meter via the telephone. (Postalia)
TMS	Tele-Meter Setting-ability to add postage by phone. (Ascom-Note as "T" after meter model number)
Decimal Meter	Ability to print postage in tenths of a cent.
CPA Meter	Meter with capability of tracking postage for up to 99 departments. (Neopost)
Accounting Meter	Meter with capability of tracking postage for up to 99 departments. (Postalia and Pitney Bowes)

MAIL MACHINES

	<u>Description</u>
Mail Machine	A piece of equipment that is designed to hold a postage meter for dispensing postage for letters and packages.
Hand Feed	Envelopes are inserted into mail machine one at a time to apply postage.
Power Feed	Mail Machine pulls envelopes through meter to apply postage.
Automatic Feeder	Ability to stack envelopes in a mail machine to be automatically pulled through the meter for postage at a high rate of speed.
Mixed Mail Feeder	Allows stacks of various sized mail to be processed without sorting.

Label Dispenser	Unit for a mail machine that produces pre-cut self-adhesive postage label for mail that is too large to be processed through the mail machine. Postalia has a unit that is a label or tape dispenser.
Roll tape	Feature that produces postage tape at the least expensive cost per label for large quantities of mail that is too large to be processed through the mail machine.
Power Stacker	A conveyor unit that stacks metered mail at a fast rate of speed.
Report Printer	Produces hard copy print out of mail processed on mail machine.

ELECTRONIC SCALES

	<u>Description</u>
Electronic Scale	Weighs and calculates postage and shipping charges by carrier.
Rate Change	Changes scale rates when postage rates and shipping charges change.
Automatic Rate Change	Contract for all rate changes to be automatically updated.
Rate & Structure Insurance	Insurance that may be purchased or leased that would provide rate changes and software upgrades that occur throughout the year for electronic scales. (Ascom)

CARRIER AND MAIL MANAGEMENT SYSTEM

	<u>Description</u>
Mail Management	Computer based mail accounting system for tracking department spending and/or postage costs for charge back.
Carrier Management	Computer based shipping accounting system for tracking department spending and/or shipping costs for charge back.
Thermal Label Printer	Prints address, shipping, and internal labels for carrier management system.
Deliver Confirmation	USPS Electronic Manifest Module.
Multi-piece Weighing	Ability to process stacks of unsorted mail.

Differential Weighing	Allows the scale to start by weighing a group of envelopes of different weights and calculates the postage amount as each piece is removed from the scale. (Ascom)
Neopost Meter Interface	Connect postage meter to computer accounting system.
Pitney Meter Interface	Connect postage meter to computer accounting system.
Postage Meter Interface	Allows scale to communicate to meter. (Ascom)
Color Coded Keyboard	Easy to use keyboard that matches carrier logo and colors.
Bar Code Wand Scanner	Reads bar code by direct contact.
Bar Code Laser Scanner	Reads bar codes by point and click.
Bar Code Pen Scanner	Reads bar codes by direct contact. (Ascom)
Palm Device	Portable scanner able to scan signatures. (Ascom)
Federal Express Rates	Rates for shipping by FEDEX.
RPS Rates	Rates for shipping by RPS
Airborne Rates	Rates for shipping by Airborne.
USPS Other Rates	Non-standard Post Offices rates.

FOLDING INSERTERS SYSTEMS

	<u>Descriptions</u>
Folder	Machine that folds paper.
Folder Inserter	Machine that can fold documents and feed inserts into an envelope.
Feeder Station	Unit for a Folder Inserter, which feeds inserts and documents for folding into an envelope.
Folder Station	Unit on a Folder Inserter, which folds documents for insertion.
Optical Mark Reader	Folder Inserter accessory which allows the Inserter to read optical marks to determine how many inserts will be inserted into each envelope.

Optical mark Feeder	Optional feeder that can read optical marks for insertions.
Thin Booklet Feeder	Optional feeder with the ability to feed and insert booklets on a Folder Inserter.
Stacking Tray	Optional large capacity tray to stack return envelopes in a Folder Inserter.

LETTER OPENING SYSTEMS

	<u>Description</u>
Letter Opener	Equipment that opens incoming mail.
Batcher	Option to group envelope quantities for distribution on a letter opener.
Dater/Imprinter	Optional to date stamp envelopes when begin processed through a letter opener.

ADDRESSING AND LABELING SYSTEMS

	<u>Description</u>
Addressing Printers	Addresses mail with Post Office required addresses and postal bar code for automated postage discounts.
Label Machines	Applies address labels to mail pieces.
Tabber Machines	Applies tabs to folded mail pieces for USPS automated discount rates.
Addressing Software	USPS CASS Certified database software for presort postage discounts.
Report Printer	Prints reports for departmental charge backs for the Mail Management System.

COMMODITY NUMBER INDEX

COMMODITY NUMBER

DESCRIPTION

Postage Meters

600-760-030	Postage Meters
600-760-050	Postage Meters, Accessories
600-760-310	Postage Meters, Mailing Scale
600-760-420	Postage Meters, Heavy Duty
600-760-500	Postage Meters, Light Duty
600-760-540	Postage Meters, Medium Duty
600-760-590	Postage Meters, Automatic Mail Opener
600-760-720	Postage Meters, Repairs
600-760-800	Postage Meters, Supplies
600-760-900	Postage Meters, Leasing

Mail Room Equipment - Inserting

Machines*

600-620-410	Inserting Machines, High Volume
600-620-480	Inserting Machines, Low Volume
600-620-500	Inserting Machines, Low Volume
600-620-530	Inserting Machines, Medium Volume
600-620-550	Inserting Machines, Medium Volume

Mail Room Equipment - Mail Handling Machines*

600-660-020	Mailing Machines, Accessory
600-660-030	Mailing Machine, Auto 200/min, maximum
600-660-420	Machines, Mailing, Electric, Heavy Duty
600-660-500	Machines, Mailing, Electric, Light Duty
600-660-540	Machines, Mailing, Electric, Medium Duty
600-660-590	Mail Opening Machines, Automatic
600-660-600	Mailing Machines, Auto Feed
600-660-800	Mailing Machines, Sorting
600-660-900	Mailing Machines, Leasing

Mail Room Equipment - Sealing

Machines*

600-780-370	Sealing Machines, Mail Room, Glue
600-780-390	Sealing Machines, Mail Room, Glue
600-780-960	Sealing Machines, Mail Room, Water
600-780-970	Sealing Machines, Mail Room, Water

***NOTE:**

The above list of commodity numbers and descriptions is provided as a guideline to select the appropriate commodity number for the equipment, supply, or service being acquired. This contract is for mail processing equipment, however, the entire list of commodity numbers for mailing equipment is provided for reference.

FRANCOTYP POSTALIA

PRICE SHEET

Please go to the price sheet linked on the main [Mail Processing Equipment](#) contract web page.

PRICING FOR THIS VENDOR IS NOT INCLUDED HERE

(Rev 25 Jul 05)

**AMERICAN BUSINESS SYSTEMS (NEOPOST EQUIPMENT)
MAIL PROCESSING EQUIPMENT
CONTRACT NUMBER
600-760-00-1**

GENERAL INFORMATION

VENDOR: AMERICAN BUSINESS SYSTEMS
9637 Hood Road Jacksonville, Florida 32257
Phone: 904-880-2176 ♦ Fax: 904-880-2177 ♦ email@absjacksonville.net
Toll Free 866-850-1449

**Please go to the price sheet linked on the main
[Mail Processing Equipment](#) contract web page.**

PRICING FOR THIS VENDOR IS NOT INCLUDED HERE

CREDIT CARD: State of Florida (Visa or MasterCard) may be used to pay for equipment purchases, monthly lease payments, meter rentals, and supplies.

AUTHORIZED PRODUCTS: Neopost,

ABS POLICY STATEMENT

AMERICAN BUSINESS SYSTEMS. has been supplying NEOPOST Mailing Systems to state agencies for over ten years. It is our goal to ensure we provide all agencies with a system that enables each to receive quality products, and outstanding service with clear and concise invoicing.

PAYMENT TERMS

LEASE PAYMENTS: Billed quarterly-in-arrears.

POSTAGE METER RENTALS: Billed quarterly-in-arrears.

MAINTENANCE CONTRACTS: Billed yearly in-advance.

SUPPLIES: Requires Purchase Order for shipment of supplies. Net 30 days for payment after shipment.

METHOD OF PAYMENT

CHECK
STATE OF FLORIDA PURCHASING CARD
VISA OR MASTERCARD

MAINTENANCE

LEASED EQUIPMENT: Equipment lease payment includes maintenance coverage.

PURCHASED EQUIPMENT: Yearly Maintenance Contract with no more than a 10% increase per year.

OTHER EQUIPMENT: Equipment not under maintenance, or being serviced by another vendor, may be placed on maintenance once the equipment has been examined and meets the manufacturer's specifications. There may be a charge for this service.

PRIOR CONTRACTS

All leases initiated prior to this contract, remain enforce until the terms and obligations of that lease expire.

SPECIAL CIRCUMSTANCES

Should unforeseen conditions arise affecting the cost of manufacturing the equipment, prices may need to be adjusted accordingly upon approval by State of Florida Purchasing.

**PITNEY BOWES
STATE OF FLORIDA
MAIL PROCESSING EQUIPMENT
CONTRACT NUMBER
600-760-00-1**

(Rev 25 Jul 05)

GENERAL INFORMATION

**Please go to the price sheet linked on the main
[Mail Processing Equipment](#) contract web page.**

PRICING FOR THIS VENDOR IS NOT INCLUDED HERE

The Pitney Bowes Web Site has been designed specifically for the State of Florida. Here are a few of the sections it will contain:

- **Product Catalog** (A great source for detailed product information)
- **Special Quarterly Programs** (DMS approved programs will offer additional savings and incentives)
- **How to Use the Contract** (Detailed information on use of the contract and common questions and answers)
- **Postal Information and Tips**

Special Quarterly Programs

Pitney Bowes will offer the State of Florida special programs quarterly. These incentives will be DMS approved and will offer you additional added value. These incentives will be updated quarterly to our Website. You may also request a copy of these quarterly incentives by calling Chip Davin at 1-800-322-8000 x22165 or by E-Mail at the following address:

chip.davin@pb.com

Supplies

Supplies may be ordered by phone, fax or by sending the Purchase Order by mail. Pitney Bowes is pleased to include **FREE Shipping and Handling** on all regular delivery orders to the State of Florida.

Supplies by Phone: 1-800-243-7824 (If you Fax your purchase order, it will not only improve

Supplies by Fax: 1-800-882-2499 delivery time but no hard copy needs to be mailed)

Supplies Purchase Order

Mailing Address: Pitney Bowes
1827 Capital Circle NE Suite B
Tallahassee, FL 32308-4455

Billing Questions or Assistance

Pitney Bowes Contact: Debbie Mosher @ 1-800-835-4204 x5076
Pitney Bowes Credit Corporation (PBCC) Contact: Charlene Harris @ 1-800-772-8007 @
beep 452-5072
Postage by Phone: 1-800-243-7800 @ 1-800-243-7800

Term Rental/Lease Billing

Term Rental/Lease billing offers the choice of: Monthly in Arrears
Quarterly in Arrears
Yearly in Advance

Maintenance Billing and Renewal Quotes

1. The maintenance pricing on this contract is for customers who used the State Contract, to acquire their equipment.
2. All Term Rental/ Lease agreements include maintenance.
3. For those customers who purchased their equipment from the State Contract billing will be “Annual in Advance”.
4. Maintenance agreements which start during a fiscal year will be billed the pro-rate to the end of their fiscal year.
5. Although pricing will match, model numbers used for billing maintenance may be different than the sales codes used on the contract.
6. For all State Contract and Standard renewal quotes please contact Debbie Mosher at 1-800-835-4204 x5076.

Postage Meter Billing and Renewal Quotes

1. The Postage Meter pricing on this contract is for customers who used the State Contract to acquire their equipment.
2. One-year rentals may be billed “Quarterly in Arrears or “Annual in Advance”.
3. Postage Meter agreements, which start during a fiscal year, will be billed the pro-rate to the end of their fiscal year.
4. The Postage by Phone system requires that funds be in your account before you withdrawal them.
Postage advances to your account are subject to a \$30 dollar fee per occurrence.

Postage by Phone

Pitney Bowes now offers a new program, Postage by Phone Reserve Account, which rewards the State of Florida for paying in advance for postage. To take advantage of this

new opportunity to earn 2% per annum of your average daily account balance in FREE postage, please begin to make checks payable to:

Postage by Phone Reserve Account
PO Box 790213
St Louis Mo 63179-9894

We will then pay the Postal Service for you when you draw money from you account to pay for postage.

As a Postage By Phone Reserve Account customer, you will receive a Postage By Phone statement which will summarize your Reserve Account activity. The statement will include the amount of FREE postage earned, as well as other meter reset activity.

All other Postage by Phone information including account numbers and all meter resetting activity remains the same. Remember, to take advantage of this opportunity please begin to make your postage checks payable to Postage By Phone Reserve Account and mail them to the above address. You will start earning FREE postage right away.

Visa Acceptance

The State of Florida Visa Card is accepted by Pitney Bowes. Please let us know you wish to use this form of payment at the beginning of the transaction.

Electronic Purchasing

Purchase orders may be sent by E- Mail in text format to the following address
(davincr@pb.com)

Because E-Mail can fail in delivery, all Purchase Orders received will be sent a return E-Mail confirmation. Should you not receive this confirmation, it will be the responsibility of the person sending the Purchase Order to see that it is re sent. Upon the receipt of confirmation it will not be necessary to send a hard copy.

Purchase Orders

1. If you are using the Term Rental/Lease program from this contract, Pitney Bowes will accept Purchase Orders written for only the fiscal year, or remaining months of the current fiscal year. If the full term is not stated on the purchase order, it must clearly state the program that was used from the contract. Example: This Purchase Order is for the first 7 months of a 36-month Term Rental/Lease from State Contract 600-760-00-1.
2. Please be careful on renewal Purchase Orders not to use the State Contract number if the contract was not originally used. If a Term Rental/Lease was put into effect before the State Contract, that agreement must be completed before it can be renewed to the State Contract.

3. All Term Rental/Lease agreements include the Non-Appropriation of Funds clause.
4. Any type of cancellation verbiage other than the Non-Appropriation clause can not be accepted

Term Rental/Lease Benefits

The Term Rental/Lease offers the following benefits:

- Price Protection for up to 48 months for Equipment and Maintenance.
- Free Softguard Rate Change Protection.
- Free Postage by Phone Meter Resets
- Your Postage Meter, Equipment and Maintenance will be consolidated on one bill per month, quarter or year per your request
- Lower Costs with more flexibility to make changes as technology changes.

Equipment Maintenance

For Equipment Repair Call: 1-800-522-0020 (Please have the model and serial number ready)

Equipment Maintenance Terms and Conditions

1. Pitney Bowes will provide maintenance and emergency service as required, including new (or equivalent to new) parts and assemblies needed due to normal wear. For electronic scales, Pitney Bowes will repair or replace the unit.
2. You may call for emergency repair or maintenance service during our normal working hours. There will be no hourly charges if Equipment is Rented/Leased or there is a current, active Pitney Bowes Equipment Maintenance Agreement on the equipment being serviced, unless Pitney Bowes performs service outside those hours. Lubricants and other materials needed to service your equipment, except consumable supplies and rate program software for electronic scales, are provided without additional charge.
3. Not included as normal wear is coverage for repairs made necessary due to negligence, misuse, external force, loss of electrical power, power fluctuation, **non Pitney Bowes service or the use of supplies not meeting our specifications.**

PITNEY BOWES CUSTOMER SATISFACTION GUARANTEE

Pitney Bowes Mailing Systems is committed to providing our State of Florida customers with the finest products backed by the highest quality care and service. **As long as you continually maintain coverage with a Pitney Bowes equipment maintenance agreement / software agreement after warranty**, Pitney Bowes promises to provide the following:

Guaranteed Product Performance - For all products purchased or leased from this contract, we guarantee performance to our specifications for the initial term of your Term Rental Agreement or three years if purchased. If, during that period, the product does not perform to our specifications, and we cannot repair it, we will replace it with a comparable product. If during the first ninety days after installation, a replacement product does not perform as specified, you will be entitled to an equipment refund. **Should a malfunction occur due to the use of a non-Pitney Bowes consumable supply or unapproved software / hardware modification, this guarantee will not apply. Any type of third party maintenance will void all product guarantees.**

Guaranteed Statewide Service - Our statewide service force will respond to service and preventative maintenance requests as part of your equipment maintenance agreement. If we find that we cannot return your equipment to a satisfactory operating condition within a reasonable time, where appropriate, we will provide you with a loaner at no additional cost.

Product Information and Ordering Information

Please check the contract page titled “ORDERING INSTRUCTIONS”.

Questions

Please contact: Chip Davin, Government Account Manager
1-800-322-8000 ext. 22165
E-Mail Address: (chip.davin@pb.com)

American Business Systems

ORDERING INSTRUCTIONS

ALL ORDERS SHOULD BE DIRECTED TO:

SPURS VENDOR NUMBER: F59-3522189-001

VENDOR: American Business Systems (M)

STREET ADDRESS OR P.O. BOX: 9637 Hood Road

CITY, STATE, ZIP: Jacksonville, Fl 32257

TELEPHONE: 904-880-2176

TOLL FREE NO: 866-850-1449

ORDERING FAX NO: 904-880-2177

REMIT ADDRESS: Same as above

CITY, STATE, ZIP: _____

WILL ACCEPT THE VISA CARD

DIRECT INQUIRY TO:

NAME AND TITLE: John Bowls-Government Specialist

STREET ADDRESS OR P.O. BOX: 9637 Hood Road

CITY, STATE, ZIP: Jacksonville, Fl 32257

TELEPHONE: 904-880-2176

TOLL FREE NO: 866-850-1449

URL HOME PAGE ADDRESS: www.absflorida.com

ELECTRONIC MAIL ADDRESS: Email@absjacksonville.net

(Rev 7 Jul 00)

AUTHORIZED DEALER/DISTRIBUTORS AND/OR SERVICE LOCATIONS

(Rev 7 Jul 00)

Dealer for NEOPOST Mailing Equipment for the State of Florida

All orders and inquiries to be placed with:

John Bowls, Government Specialist
AMERICAN BUSINESS SYSTEMS
9637 Hood Road
Jacksonville, Fl 32257
Phone: 904-880-2176
Fax: 904-880-2177
E-mail: email@absjacksonville.net
State of Florida Certified Minority Vendor

Manufacturer Authorized Service Centers for Statewide Service Coverage

AMERICAN BUSINESS SYSTEMS

9637 Hood Road
Jacksonville, Fl 32257
Phone: 904-880-2176
Fax: 904-880-2177
E-mail: email@absjacksonville.net

NEOPOST Miami

14505 Commerce Way, Suite 600
Miami Lakes, FL 33016
Phone: 305-822-6212
Fax: 305-822-6679

Modular Mailing Systems- Tampa

4913 W Laurel St
Tampa, FL 33607
Phone: 800-881-6245
Fax: 813-348-0017

BASETEC Office Systems of Orlando

2480 West Sand Lake Road
Orlando, FL 32809
Phone: 407-857-9307
Fax: 405-857-2055

ACCURATE Control Equipment

455 Pine Ave.
Fairhope, Al 36532
Phone: 334-928-4976
Fax: 334-928-4935

**FP Mailing Solutions
MAIL PROCESSING EQUIPMENT
CONTRACT NUMBER
600-760-00-1**

GENERAL INFORMATION

VENDOR: FP Mailing Solutions
ADDRESS: 140 N Mitchell Ct Ste 200
Addision IL 60101

Customer Service Contact:

Laura English: Phone: (1-800-341-6052 ext: 5727)
Email: laurae@fp-usa.com
Fax: 1-800-341-5141

Product Information Contact:

Jonathan Peek: Phone: (1-800-341-6052 ext: 5844)
Email: jpeek@fp-usa.com

CONTRACT PRICES: Prices are limited to one annual adjustment per year during contract period. Any price adjustment during contract period does not affect existing leases. Click below link for current products and pricing. Upon Approval by State of Florida Purchasing.

Click on this link for Contract prices:
www.fpusa.net/stateofflorida

CREDIT CARD: State of Florida (Visa or MasterCard) may be used to pay for equipment purchases, monthly lease payments, meter rentals, and supplies.

METHOD OF PAYMENT

CHECK
STATE OF FLORIDA PURCHASING CARD
VISA OR MASTERCARD

PRIOR CONTRACTS All leases initiated prior to this contract, remain enforce until the terms and obligations of that lease expire.

ORDERING INSTRUCTIONS

All Meter Rentals and Lease's should be made to:

SPURS Vendor Number: F381716563-005

Vendor: Francotyp-Postalia, Inc. (A)

Street Address Or P.O. Box: 140 N. Mitchell, Suite 200

City, State, Zip: Addison, IL 60101-5629

Contact: Government Accounts Department

Toll Free No.: 800-341-6052 ext: 5727

Fax: 800-341-5141

Email: lenglish@fp-usa.com

Remit Address: 140 N. Mitchell, Suite 200

City, State, Zip: Addison, IL 60101-5629

All Orders for Equipment Purchases, Rental and FP Lease's and maintenance contracts can made through these Authorized Dealers and Product Information Inquires can be made via one of the following FP Florida "Authorized" Dealers

Dealer Name: Automated Mailing , LLC

SPURS Vendor Number: F-562427145-005

Street Address or P.O Box: P.O. Box 320307

City, State, Zip: TAMPA FL 33679

Contact: Don Bonin

Phone: (813)639-1772 ext. 110

Fax: (813)639-1714

Website: www.asifl.com

Email: don.bonin@asifl.com

Has offices that service from: Sarasota, Bradenton, St. Petersburg, Clearwater, Tampa, Lakeland, Gainesville, Daytona, Jacksonville & Tallahassee.

Dealer Name: TGI Office Automation
SPURS Vendor Number: 592254063-001
Street Address or P.O Box: 1509 N. Military Trail
City, State, Zip: West Palm Beach, FL 33409
Contact: Ginger Payne
Phone: TEL: (561)-471-7000
Fax: (561) 471-7003
Email: gpayne@tgioa.com
Website: www.tgioa.com

Has office's servicing: Broward, St. Lucie, Martin, Palm Beach, Okeechobee

Dealer Name: Eastcoast Mailing
SPURS Vendor Number: SPURS#: 27-0000013
Street Address or P.O Box:
6500 N.W. 12th Ave., Ste. 104
City, State, Zip: Ft Lauderdale FL 33309
Contact: John Papp or Allen Papp
Phone: (866) 750-7931
Fax: (954) 489-0051
Website: www.eastcoastmailing.com
Email: sales@eastcoastmailing.com

Has offices and/or service from: Broward, West Palm Beach, Dade

Dealer Name: SUNCOASTER MAILING
SPURS Vendor Number: F-591980434-001
Street Address or P.O Box: P.O BOX 1823
City, State, Zip: OLDSMAR FL 34677
Contact: GARY PETERSON
Phone: (813)920-1550
Fax: (813) 920-4958
Website: None

Email: petersonsms@msn.com

Offices serving:

Dealer Name: Zeno Office Solutions

SPURS Vendor Number:

Street Address or P.O Box:

City, State, Zip: Tampa FL 34677

Contact: Jim Mccabe

Phone: 813-253-0318

Fax: 813-254-7190

Website: www.zenosolutions.com

Email: jjmccabe@zenosolutions.com

Offices serving: Hillsborough, Pinnellas, Citrus, Hernando, Pasco, Gilchrist, Levy, Putnam, Sarasota, Manatee, Hardee, Desota, Charlotte, Lee, Collier, Highlands, Glades, Hendry, Marion, Sumter, Lake, Seminole, Orange, Polk, Osceola, Brevard, Volusia, Flagler, Putnam, Alchua.

Dealer Name: Postallogic Mailing

SPURS Vendor Number:

Street Address or P.O Box: 18441 NW 2nd Ave Ste 101

City, State, Zip: Miami FL 33169

Contact: Randy Sherwood

Phone: 305-654-3344

Fax: 305-654-3340

Website: www.postallogicmailing.com

Email: postallogicmailing@yahoo.com

Offices serving: Dade, Broward and Monroe

**Modular Mailing Systems, Inc.
Hasler, Inc.**

ORDERING INSTRUCTIONS

Orders for PURCHASE of equipment and supplies should be directed to:

SPURS VENDOR NUMBER: F592442339001

VENDOR: Modular Mailing Systems, Inc. (A)

STREET ADDRESS OR P.O. BOX: 4913 West Laurel Street

CITY, STATE, ZIP: Tampa, FL 33607

TELEPHONE: (813) 876-6245

TOLL FREE NO.: 1 (800) 881-6245 ext. 107

ORDERING FAX NO.: (813) 875-6410

REMIT ADDRESS: same as above

CITY, STATE, ZIP: _____

URL: <http://www.modularmailing.com/florida>

POINT OF CONTACT: Government Administration Department, Attn: Nancy Koulianos

EMAIL: nancy@modularmailing.com

Orders for LEASED equipment should be directed to:

SPURS VENDOR NUMBER: F8106125070011

VENDOR: Hasler Financial Services (A)

STREET ADDRESS OR P.O. BOX: PO Box 45850, 3400 Bridge Parkway Ste 201

CITY, STATE, ZIP: Redwood City, CA 94065

TELEPHONE: (866) 857-3310 x 2010

TOLL FREE NO.: (866) 857-3310 x 2010

ORDERING FAX NO.: (866) 857-3311

REMIT ADDRESS: same as above

CITY, STATE, ZIP: _____

URL: <http://www.modularmailing.com/florida>

POINT OF CONTACT: Ann Wu, Operations Manager

EMAIL: leaseadmin@msi-leasing.com

Orders for METER RENTALS should be directed to:

SPURS VENDOR NUMBER: F060798198001

VENDOR: Hasler, Inc. (A)

STREET ADDRESS OR P.O. BOX: PO Box 895, 19 Forest Parkway

CITY, STATE, ZIP: Shelton, CT 06484

TELEPHONE: (813) 876-6245

TOLL FREE NO.: 1 (800) 881-6245 ext. 107

ORDERING FAX NO.: (813) 875-6410

REMIT ADDRESS: same as above

CITY, STATE, ZIP: _____

URL: <http://www.modularmailing.com/florida>

POINT OF CONTACT: Government Administration Department, Attn: Nancy Koulianos

EMAIL: nancy@modularmailing.com

Note:

- Meter rentals will be billed quarterly or annually.
- If a postage meter is not functioning properly, Hasler's local dealership will replace the meter free of charge.

Requests for PRODUCT INFORMATION should be directed to:

NAME AND TITLE: Nancy Koulianos, Government Administrator

ADDRESS: 4913 W Laurel Street

CITY, STATE, ZIP: Tampa, FL 33607

TELEPHONE: (813) 876-6245

TOLL FREE NO.: 1 (800) 881-6245

URL HOME PAGE ADDRESS: www.modularmailing.com

ELECTRONIC MAIL ADDRESS: nancy@modularmailing.com

SERVICE: Below are the Florida authorized Hasler service dealers and the territories that they cover:

Modular Mailing Systems, Inc. of Tampa

4913 West Laurel St.

Tampa, FL 33607

Contact: Nancy Koulianos

Phone: 800-881-6245

Fax: 813-875-6410

SPURS Vendor Number: F-592442339-001

Service for the following counties:

Alachua, Baker, Bradford, Clay, Columbia, Dixie, Duval, Flagler, Gilchrist, Lafayette, Levy, Marion, Nassau, Putnam, St. Johns, Union, Bay, Calhoun, Franklin, Gadsden, Gulf, Hamilton, Holmes, Jackson, Leon, Liberty, Madison, Suwannee, Taylor, Wakulla, Walton, Washington, Brevard, Citrus, De Soto, Hardee, Hernando, Highlands, Hillsborough, Indian River, Lake, Manatee, Orange, Osceola, Pasco, Pinellas, Polk, Sarasota, Seminole, Sumter, Volusia, Charlotte, Collier, Glades, Hendry, Lee

Eagle Business Systems, Inc.

898 Plantation Way

Montgomery, AL 36117

Contact: Mr. Brad McPherson

Phone: 334-270-1665

Fax: 334-270-7877

SPURS Vendor Number: F-631078666-001

Service for the following counties: Escambia, Okaloosa, Santa Rosa

Dave Holbrook Distributors

3636 North Andrews Avenue

Fort Lauderdale, FL 33307

Contact: David Holbrook

Phone: 954-564-0884

Fax: 954-564-0791

SPURS Vendor Number: F-592076796-001

Service for the following counties: Broward, Martin, Okeechobee, Palm Beach, St. Lucie

Business Systems

14062 NW 82nd Ave.

Miami Lakes FL 33016

Contact: Ira Wernikoff

Phone: 305-826-9012

Fax: 305-826-9078

SPURS Vendor Number: F-65-0714327

Service for the following counties: Miami-Dade, Monroe

ADDITIONAL GENERAL INFORMATION:

Pricing - Please go to the price sheet linked on the main [Mail Processing Equipment](#) contract web page.

Discount - Prices shown in the contract are net (discounts have already been deducted)

Large Volume Quantity Discount - None

Payment: Net 30 Days after receipt of invoice.

Credit Cards - Visa, MasterCard, State of Florida Purchase Card Accepted for Equipment Purchases and Meter Rental.

Delivery - Approximately 30 days after receipt of order except as noted in Catalog.

Service Points - Service and sales assistance is available through Hasler, Inc. dealers listed above.

Maintenance - Maintenance is included in the monthly lease cost for leased equipment. The purchase price for Maintenance and Rate and Structure Insurance is listed with the equipment.

Hasler Inc. Warranty - Hasler warrants to the state that if there are any problems with Hasler equipment within the first 90 days after installation, we will repair it or, at our option, replace it. During this 90 day warranty period, we will be responsible for the cost of material and labor necessary to repair or replace this equipment.

We do not assume a warranty obligation for consumable parts or supplies such as, but not limited to, rubber belts, rollers, felt ink rollers, sealer and moistener brushes, felts, sponges and ink, or for parts worn out due to extraordinary use of the equipment.

We warrant replacement parts to be free from defects in materials and workmanship for 90 days after installation. We warrant repairs of equipment by our service representatives for 30 days after installation.

We warrant Rate PROMs and Software installed by our authorized representatives to be free from defect in material, workmanship, or programming for 90 days after installation. Rate PROMs and Software are programmed with rates and computation methods which may be specific to a carrier or regulated by a government agency. If a carrier or agency whose rates or methods are programmed on the Rate PROMs or Software you acquired through this agreement, change their rates or methods within the first 90 days after installation, we will update or replace affected Rate PROMs and Software to reflect current rates and methods. After warranty period, all updates and replacements will be chargeable to the State, if Rate Insurance has not been purchased for that year.

Our warranties apply only if we receive notice of claim within the relevant warranty period and only if, in the case of replaced Rate PROMs, parts and supplies, the defective items are returned to us at the time we make the repair or replacement.

We will assume the obligations stated in the Agreement, only if you operate our equipment in the proper temperature, humidity, line voltage, and other specified environmental conditions. We also assume these obligations, only if you use reasonable care in handling, operating, and maintaining our equipment, and if you use it only for the ordinary purpose for which it is designed. If you have a special application, let us know and we will do what we can to make it possible for you to use our equipment for this application.

To make sure that this Agreement is interpreted by law consistently with the intent we have mutually expressed in this document, we are required to inform you that THIS WARRANTY IS THE ONLY WARRANTY APPLICABLE TO THE EQUIPMENT, RATE PROMS, SOFTWARE, CONSUMABLE SUPPLIES, AND/OR PARTS, AND IS EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR ANY OTHER WARRANTY. REPAIR OR REPLACEMENT OF THE EQUIPMENT, RATE PROMS, SOFTWARE, CONSUMABLE SUPPLIES, AND/OR PARTS, IS YOUR SOLE REMEDY. WE DO NOT ASSUME RESPONSIBILITY FOR ANY DAMAGES YOU MAY INCUR BY REASON OF THE FAILURE OF OUR EQUIPMENT, RATE PROMS, SOFTWARE, CONSUMABLE SUPPLIES, AND/OR PARTS TO OPERATE, INCLUDING INCIDENTAL, CONSEQUENTIAL OR PUNITIVE DAMAGES.

Pitney Bowes Corporation
ORDERING INSTRUCTIONS

For all Equipment Purchases, Maintenance Contracts, Supplies and 1 Year Meter Rentals, orders should be directed to:

SPURS Vendor Number: F-060495050-001

Vendor: Pitney Bowes Corporation (A)

Address or P.O. Box: 516 Teton St. Lake Mary, FL.32746

Telephone: 800/322-8000 ext. 22165

Toll Free No: 800/322-8000 ext. 22165

Ordering Fax No.: 203-460-9544

Remit Address: P.O. Box 856390, Louisville, KY 40285

For all Equipment Leases, orders should be directed to:

SPURS Vendor Number: 20-1344287

Vendor: Pitney Bowes Global Financial Service

Address or P.O. Box: 516 Teton Street, Lake Mary, FL 32746

Telephone: 800/322-8000 ext. 22165

Toll Free No: 800/322-8000 ext. 22165

Ordering Fax No.: 203/460-9544

Remit Address: P.O. Box 856460, Louisville, KY 40285

For Product Information, inquiries should be directed to:

Name and Title: Chip Davin, Government Account Manager

Address: 516 Teton St. Lake Mary, FL32746

Telephone: 800/322-8000 ext. 22165

Toll Free No: 800/322-8000 ext. 22165

URL Home Page Address: <http://www.pb.com/states/florida>

Electronic Mail Address: chip.davin@pb.com