City of Neosho CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE: 8/21/18
ITEM: Folder Inserting Machine Agreement

ORIGINATING DEPARTMENT:
ATTACHMENTS: Pitney Bowes Lease Agreement

ROUTING ORDER		
FINANCE DIRECTOR	**Daphne Pevahouse** DLP	**DATE:** 8/13/18
CITY MANAGER	**Dana Daniel**	**DATE:**
CITY CLERK:	**Rachel Holcomb**	**DATE:**

PURPOSE:

This agenda item is for the approval of Pitney Bowes lease of a new folder/stuffer to aid in water/wastewater billing, AP and Payroll.

BACKGROUND:

In May 2018, our current folder stuffer is no longer working. Pitney Bowes has tried to fix it but it is only a temporary fix. The folder stuffer is used for mailing the approximately 6500 water bills and late notices, payroll notificactions and AP checks each month.

RECOMMENDATION:

City staff recommends the City Council approve the lease of the Relay 2000 from Pitney Bowes and authorize the mayor to sign.

pitney bowes

NASPO ValuePoint FMV Lease Agreement (Option C)

Agreement Number

Your Business Information

Full Legal Name of Lessee / DBA Name of Lessee

CITY OF NEOSHO

Tax ID # (FEIN/TIN)

Sold-To: Address

203 E MAIN ST, NEOSHO, MO, 64850-1812, US

Sold-To: Contact Name	Sold-To: Contact Phone #	Sold-To: Account #
Billie Mendenhall	(417) 451-8050	0011184232

Bill-To: Address

203 E MAIN ST, NEOSHO, MO, 64850-1812, US

Bill-To: Contact Name	Bill-To: Contact Phone #	Bill-To: Account #	Bill-To: Email
Billie Mendenhall	(417) 451-8050	0011184232	bmendenhall@neoshomo.org

Ship-To: Address

203 E MAIN ST, NEOSHO, MO, 64850-1812, US

Ship-To: Contact Name	Ship-To: Contact Phone #	Ship-To: Account #
Billie Mendenhall	(417) 451-8050	0011184232

PO #

Your Business Needs

Qty	Item	Business Solution Description
1	RELAY2000	Relay 2000 Inserting System
1	F391550	F391550 - Relay Localization Kit - US
1	STDSLA	Standard SLA-Equipment Service Agreement (for Relay 2000 Inserting System)
1	TI20	TI20 - Relay 2000 Inserting System

Your Payment Plan

Initial Term: 60 months	Initial Payment Amount:	
Number of Months	Monthly Amount	Billed Quarterly at*
60	$ 224.32	$ 672.96

*Does not include any applicable sales, use, or property taxes which will be billed separately.

( ) Tax Exempt Certificate Attached
( ) Tax Exempt Certificate Not Required

( ) Purchase Power® transaction fees included
( ) Purchase Power® transaction fees extra

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See Pitney Bowes Terms for additional terms and conditions

Your Signature Below

By signing below, you agree to be bound by your State's/Entity's/Cooperative's contract, which is available at www.pb.com/states and is incorporated by reference. The terms and conditions of this contract will govern this transaction and be binding on us after we have completed our credit and documentation approval process and have signed below.

NASPO VALUEPOINT ADSP016-169897; CC171501001
State/Entity's Contract #

Lessee Signature	Pitney Bowes Signature
Print Name	Print Name
Title	Title
Date	Date
Email Address	

Sales Information

Shelley Derosa	shelley.derosa@pb.com
Account Rep Name	Email Address

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See Pitney Bowes Terms for additional terms and conditions

pitney bowes

Purchase Agreement/Equipment and Software Maintenance Agreement

Agreement Number

Your Business Information

Full Legal Name of Client / DBA Name of Client

CITY OF NEOSHO

Tax ID # (FEIN/TIN)

Sold-To: Address

203 E MAIN ST, NEOSHO, MO, 64850-1812, US

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Billie Mendenhall	(417) 451-8050	0011184232

PO #

Your Business Needs

Qty	Item	Business Solution Description	Sales Type	Price
1	RELAY2000	Relay 2000 Inserting System	PURCHASE	$ 0.00
1	F391550	F391550 - Relay Localization Kit - US	PURCHASE	$ 0.00
1	STDSLA	Standard SLA-Equipment Service Agreement (for Relay 2000 Inserting System)	SLA	$ 926.40
1	TI20	TI20 - Relay 2000 Inserting System	PURCHASE	$ 6,560.00

Purchase Total**	$ 6,560.00
Monthly Total**	$ 0.00
Annual Total**	$ 926.40

***Plus applicable taxes which will be applied at the time of billing.*

Your Payment Plan

Quarterly Billing Total**

Type	Fees
N/A	N/A

Annual Billing Total**

Type	Fees
Equipment Maintenance	$ 926.40

Tax Exempt

( ) Tax Exempt Certificate Attached
( ) Tax Exempt Certificate Not Required

( ) Purchase Power® transaction fees included
( ) Purchase Power® transaction fees extra

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Shipping and Handling	$ 0.00

Initial Term : 12 Months
***Plus applicable taxes which will be applied at the time of billing.*

Your Signature Below

By signing below, you agree to be bound by your State's/Entity's/Cooperative's contract, which is available at www.pb.com/states. The terms and conditions of this contract will govern this transaction.

NASPO VALUEPOINT ADSP016-169897; CC171501001
State/Entity's Contract #

Client Signature

Print Name

Title

Date

Email Address

Sales Information

Shelley Derosa	shelley.derosa@pb.com
Account Rep Name	Email Address

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