SUBJECT: PIGGYBACK STATE CONTRACT 600-760-11-1 MAIL PROCESSING EQUIPMENT

BID #: PXF-0421-13 **OPEN DATE: 12/11/2012**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: ONE-TIME PURCHASE - LEASE

AGENCY: PROCUREMENT DIVISION

BASIS OF AWARD: PIGGYBACK STATE CONTRACT #600-760-11-1

NUMBER OF BIDS INVITED: ( ) NUMBER RECEIVED: ( ) OTHER ( )

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend award dated 12/7/17 to clarify payment will be made to MailFinance, Inc., a Neopost company.

To be executed by formal contract (#9818) amendment through the Office of General Counsel.

ATTACHMENTS: Recommendation Memo; Vendor Email; Previous Awards

ANALYST: _____ CHELSEY FLEMING

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Greg Pease, Chief of Procurement Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE
MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE.

TO: Gregory Pease, Chief, Procurement Division

FROM: Chrissy Nunziato, Asst., Manager of Purchasing Services

DATE: December 28, 2017

SUBJECT: Recommendation to amend PXF-0421-13 Piggyback State Contract 600-760-11-1 Mail Processing Equipment

Procurement Division is requesting approval to amend award dated 12/7/17 to clarify payment will be made to MailFinance, Inc., a Neopost company

/cf

Fleming, Chelsey

From: Oros, Tom <T.Oros@neopost.com>
Sent: Thursday, December 21, 2017 10:44 AM
To: Fleming, Chelsey
Subject: RE: Lease

The lease is with Mail Finance. I'm attaching some info that is used to create Purchase Orders for leases, like the City has.

RESPONDENT: Mail Finance, Inc. (for leasing)

VENDOR TAX ID NUMBER: 94-2984524

ORDERING INSTRUCTIONS FOR STATE CONTRACT LEASES

Purchase Orders for lease agreements are issued/made out to MAILFINANCE INC. not Neopost USA Inc. MailFinance Inc. is a leasing company that NEOPOST USA INC. owns for exclusive use of assisting our customers with the lease of our mailing equipment.

Please prepare your purchase order for new mail processing equipment using the following information:

LEASING VENDOR: MAILFINANCE INC.
478 Wheelers Farms Road
Milford, CT 06461
FEIN # 94-2984524

From: Fleming, Chelsey [mailto:CFleming@coj.net]
Sent: Thursday, December 21, 2017 10:38 AM
To: Oros, Tom
Subject: RE: Lease

Tom,

I need some clarification from you. The initial award was to Modular Mailing and the first amendment was to Modular Mailing with the amendment stating MailFinance, Inc. as successor in interest to Modular Mailing Systems, Inc. As you will see on the attached award, I did the award to Neopost dba Modular Mailing. Is that correct? My legal department is asking who the amendment is really going to.

Thank you,
Chelsey Fleming
Purchasing Analyst
Procurement Division
City of Jacksonville
cfleming@coj.net
Direct 904.255.8826

SUBJECT: PIGGYBACK STATE CONTRACT 600-760-11-1 MAIL PROCESSING EQUIPMENT

BID #: PXF-0421-13

OPEN DATE: 12/11/2012

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: ONE-TIME PURCHASE - LEASE

AGENCY: PROCUREMENT DIVISION

BASIS OF AWARD: PIGGYBACK STATE CONTRACT #600-760-11-1

NUMBER OF BIDS INVITED: ( ) NUMBER RECEIVED: ( ) OTHER ( )

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend award dated 3/7/14 to align the lease end date to June 30, 2018 as specified by Neopost dba Modular Mailing. The total requested expenditure for this period will be $732.00 per month, for a total expenditure of $5,124.00. The revised total award not-to-exceed is $48,279.00.

Funding for this award to be encumbered by AFPS521PUCCM-05216. To be executed by formal contract (#9818) amendment through the Office of General Counsel.

ATTACHMENTS: Recommendation Memo; Vendor Letter; Previous Awards

ANALYST: Christine Whyatt for CHELSEY FLEMING RESPECTFULLY SUBMITTED

GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Greg Pease, Chief of Procurement Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 12/07/17

Teresa R. Eichner

OTHER:

ACTION OF AWARDING AUTHORITY DATE 12/07/17

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SUBJECT: **PIGGYBACK STATE CONTRACT 600-760-11-1 MAIL PROCESSING EQUIPMENT**

BID# PXF-0421-13 OPEN DATE:

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
ONE TIME PURCHASE - LEASE

AGENCY: **PROCUREMENT**

BASIS OF AWARD: **PIGGYBACK STATE CONTRACT #600-760-11-1**

NUMBER OF BIDS INVITED 1 NUMBER RECEIVED 1 OTHER

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Subject bid was approved to piggyback State Contract #600-760-11-1 to Modular Mailing to lease an IM6000 mail machine on 12/12/2012.

Recommend approval to amend award to add the G21MDWP software/hardware product to the mail processing machine located in the Central Mail Room. The additional cost is $51.00 per month for the service period beginning 4/1/2014 thru 12/1/2017. The current mail processor lease is $681.00 per month, with a total expenditure of $8,172.00. The new monthly lease will be $732.00 with a total expenditure of $8,784.00. Revised total award not-to-exceed is $43,155.00.

Funding source: OPPR521CCM - 04405, to be executed by formal contract amendment through the Office of General Counsel.

Attachment: Previous Award, Recommendation Memo, Current Contract Agreement and State Contract #600-760-11-1

BUYER: _____ RESPECTFULLY SUBMITTED: _____
MR DANIEL PEARSON GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: **Marlene Russell, Manager of Purchasing Services**

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE
MEMBERS APPROVING 3 MEMBERS DISAPPROVING _____ DATE: 03/06/14
_____ _____ OTHER: _____
_____
_____

ACTION OF AWARDING AUTHORITY DATE: 3/7/14

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Karen Bowling
Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of:
Executive Order No. 2013-04

FORM GB-108, Revised 12/2007

SUBJECT: PIGGYBACK STATE CONTRACT 600-760-11-1 MAIL PROCESSING EQUIPMENT

BID# PXF-0421-13 OPEN DATE:

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
ONE TIME PURCHASE

AGENCY: COPY CENTER

BASIS OF AWARD: PIGGYBACK STATE CONTRACT #600-760-11-1

NUMBER OF BIDS INVITED 1 NUMBER RECEIVED 1 OTHER

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

RECOMMEND APPROVAL OF AWARD TO PIGGYBACK STATE CONTRACT #600-760-11-1 TO MODULAR MAILING TO LEASE AN IM6000 MAIL MACHINE. ESTIMATED AMOUNT OF EXPENDITURE IS $40,860.00.

FUNDING SOURCE: OPPR521CCM - 04405

ATTACHMENTS: 1) RECOMMENDATION MEMO
2) STATE CONTRACT: 600-760-11-1

BUYER: SHERYL KURTZ RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: GREGORY PEASE, CHIEF, PROCUREMENT DIVISION

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING _____ DATE: 12/06/12

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE: 12/11/12

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Cleveland Ferguson, III
Deputy Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of:
Executive Order No. 2012-17

FORM GB-108, Revised 12/2007