

RESOLUTION 17-82

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA APPROVING AN AGREEMENT FOR THE LEASE OF MAIL PROCESSING EQUIPMENT FROM NEOPOST IN THE BASIC AMOUNT OF \$1,765 PER MONTH FOR 60 MONTHS; AND PROVIDING AN IMMEDIATELY EFFECTIVE DATE.

WHEREAS, the State of Florida opened sealed bids for the purchase of Mail Processing Equipment; and

WHEREAS, the State of Florida determined that the bid received by Neopost was the best value for Mail Processing Equipment; and

WHEREAS, the State of Florida entered into Contract 44102100-17-11 with Neopost for the purchase of Mail Processing Equipment which also allows for the lease of equipment; and

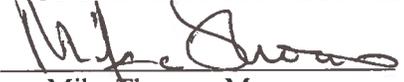
WHEREAS, the City of Panama City Beach desires to lease Mail Processing Equipment for its use, relying on the bids received by the State of Florida.

BE IT RESOLVED that the appropriate officers of the City are authorized but not required to accept and deliver on behalf of the City that certain Agreement between the City and Neopost, relating to the lease of mail processing equipment, in the basic monthly amount of One Thousand Seven Hundred Sixty Five Dollars (\$1,765.00) for 60 months, in substantially the form attached and presented to the Council today, with such changes, insertions or omissions as may be approved by the City Manager and whose execution shall be conclusive evidence of such approval.

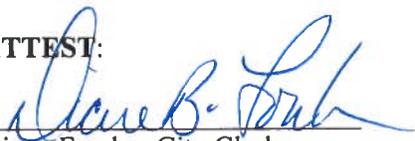
THIS RESOLUTION shall be effective immediately upon passage.

PASSED in regular session this 13th day of April, 2017.

CITY OF PANAMA CITY BEACH

By: 
Mike Thomas, Mayor

ATTEST:


Diane Fowler, City Clerk

CITY OF PANAMA CITY BEACH

110 SOUTH ARNOLD RD
 Panama City Beach, FL 32413-2140
 Phone 850.233.5100

STATE OF FLORIDA - PURCHASE ORDER - LEASE

State of Florida Contract Number – 44102100-17-1

To:
 MailFinance Inc.
 478 Wheelers Farms Road
 Milford, CT 06461
 800-881-6245

SHIP TO:
 CITY OF PANAMA CITY BEACH
 BRIDGETTE COHEN
 110 SOUTH ARNOLD RD
 Panama City Beach, FL 32413-2140
 Phone 850.233.5100

P.O. DATE	REQUISITIONER	SHIPPED VIA	F.O.B. POINT	TERMS

QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1	50001-COR-PRO	OMS-500 Pro License (5M clicks/pages per year)	\$211.47	\$211.47
5	50001-COR-PRO-S	OMS-500 PRO SUPPORT	\$60.42	\$302.10
1	50001-CTB	Contributor (Windows input Virtual printer driver or automated link to business)	\$13.21	\$13.21
5	50001-COR-PRO-S	Contributor Support	\$2.65	\$13.251
1	50001-LIN	Additional input format (Line Printer - XML)	\$39.58	\$39.58
5	50001-LIN-S	Additional input format (Line Printer - XML) - Support	\$7.93	\$39.65
35	OMS-500-PS-HR	OMS-500 Pro Services Hourly Development	\$5.05	\$176.75

60 MONTH LEASE TERM AT \$ 1,765 PER MONTH

SUBTOTAL

BILLED QUARTERLY

SALES TAX

INCLUDES ALL MAINTENANCE & USPS RATE UPDATES

SHIPPING & HANDLING

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OTHER

TOTAL

See Page 2

1. Order is governed under the terms and conditions of the State of Florida Contract – 44102100-17-11. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.

2. Payments will be sent to:
 MailFinance
 Dept. 3682
 P.O. Box 123682
 Dallas, TX 75312-3682
 Federal ID Number: 94-2984524

Send all correspondence to:
 Bridgette Cohen
 110 S. Arnold Road
 Panama City Beach, FL 32413-2140
 Phone 850.233.5100

Authorized by _____ Date _____

 Print Name and Title

CITY OF PANAMA CITY BEACH

110 SOUTH ARNOLD RD
 Panama City Beach, FL 32413-2140
 Phone 850.233.5100

STATE OF FLORIDA - PURCHASE ORDER - LEASE

State of Florida Contract Number – 44102100-17-1

To:
 Mail Finance Inc.
 478 Wheelers Farms Road
 Milford, CT 06461
 1-800-636-7678

SHIP TO:
 CITY OF PANAMA CITY BEACH
 BRIDGETTE COHEN
 110 SOUTH ARNOLD RD
 Panama City Beach, FL 32413-2140
 Phone 850.233.5100

P.O. DATE	REQUISITIONER	SHIPPED VIA	F.O.B. POINT	TERMS

QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1	USAOMA-5K	OMS 500 plug-in (1-5K mailpieces/month)	28.20	\$28.20
4	USAOMA-5K-RE	OMS 500 plug-in - RENEWAL (1-5K mailpieces/month)	\$18.13	\$72.52
1	PS75E3STR	PS75 3st Expert 3 Auto Fdr + Reading HW with HCVS	\$406.29	\$406.29
1	PS75MAXIBRE	PS75 BRE MaxiFeeder Field Installed	\$52.42	\$52.42
1	PS75OMR	OMR 1- TRACK LICENSE	\$25.33	\$25.33
1	IH600AF	IH Series 600 Base w/ Autofeeder, Sealer & Catch Tray	\$82.81	\$82.81
1	IHWP5	IH Series 5 lb Weighing Platform	\$24.34	\$24.34
1	IH600AF	IH600 METER RENTAL	\$40.00	\$40.00
		2 Lease Trade Up		\$237.07

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SUBTOTAL	
SALES TAX	
SHIPPING & HANDLING	
OTHER	
TOTAL	\$1,765/month Billed Quarterly

3. Order is governed under the terms and conditions of the State of Florida Contract – 44102100-17-1. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.

4. Payments will be sent to:
 Mail Finance Inc.
 Dept 3682
 PO BOX 123682
 Dallas, TX 75312-3682
 Federal ID Number: 94-2984524

Send all correspondence to:
 BRIDGETTE COHEN
 110 SOUTH ARNOLD RD
 Panama City Beach, FL 32413-2140
 Phone 850.233.5100

Authorized by _____ Date _____

 Print Name and Title



CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:

Utilities Department - Al Shortt, Utilities Director

2. MEETING DATE:

April 13, 2017

3. REQUESTED MOTION/ACTION:

Approve a 60 month term lease of certain mail processing equipment and software from Neopost USA in the monthly amount of \$1,765.

4. AGENDA

PRESENTATION
PUBLIC HEARING
CONSENT
REGULAR

<input type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>

5. IS THIS ITEM BUDGETED (IF APPLICABLE)? YES NO N/A
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED YES NO N/A

6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)

The Utility Department has an opportunity to early-renew its existing lease for mail processing equipment and software with Neopost USA at a lower monthly cost. The State of Florida recently opened sealed bids for mail processing equipment. Staff desires to take advantage of the lower pricing available in the new state contract and Neopost USA has provided a proposal that reduces the department's monthly cost from \$1,873.08 to \$1,765.00. New equipment will be provided with the lease.

Attached is a copy of the proposed Lease Purchase Order based on State of Florida Contract Number 44102100-17-1. Staff has reviewed the proposal and state contract, and recommends the City Council approve the City Manager executing the Lease Purchase Order from Neopost USA in the monthly amount of \$1,765.00, with a term of 60 months. Lease payments will be made quarterly.

This recurring cost is currently budgeted in the Utility Department and the proposed expenditure is within budget.

WHY - To allow the City Manager to renew a lease for mail processing equipment and software in the Utility Department.

WHAT - Allow the Utility department to lower its monthly operating costs.