AGENDA ITEM 10
DATE: October 23, 2019

TO: Mayor and City Council

APPROVED BY: David B. Dale, City Manager

PREPARED BY: Karla E. Lobatos, Finance Director

SUBJECT: Authorize City Manager to Enter into a 5 Year Agreement with MailFinance Inc. for the Lease of Postage Machine and a Document Folder/Inserter Machine

Recommendation:

Recommend that the City Council authorize the City Manager to execute any and all documents necessary to enter into a contract/lease with MailFinance Inc. for a Postage Machine and a Document Folder/Inserter Machine.

Background:

The City of Calexico's current contract with Pitney Bowes has ended. The current equipment is older and lacks the technical upgrades that are not available in the current models. Both machines are used daily and wear and tear has taken its toll on the machines. The contract for the current equipment (postage and folder/inserter machines) was signed in 2014.

Discussion & Analysis:

The Finance Department requested proposals from two companies. Proposals were received from Pitney Bowes and MailFinance Inc.

Listed is the cost per proposal:
1. Pitney Bowes
   Total Cost for 60 Months $29,086.48
   Postage Machine $261.39 per month/$15,683.40 for 60 months
   Folder/Inserter Machine $223.42 per month/$13,405.08 for 60 months
   Two contracts (one for each machine).

2. MailFinance Inc.
   Total Cost for 60 Months $28,458.00
   Postage Machine & Folder/Inserter Machine $474.30 per month
   One contract for both machines.
Fiscal Impact:

Total cost for 60 months (5 years) $28,458.00, $474.30 per month for MailFinance Inc. contract.

Coordinated with:

All Departments.

Attachment:

1. Pitney Bowes Contract/Lease for Postage Machine, SendPro P Series.
PITNEY BOWES

PROPOSAL
**NASPO ValuePoint FMV Lease Agreement (Option C)**

### Your Business Information

<table>
<thead>
<tr>
<th>Full Legal Name of Lessee / DBA Name of Lessee</th>
<th>Tax ID # (FEIN/TIN)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CITY OF CALEXICO</td>
<td></td>
</tr>
</tbody>
</table>

### Sold-To: Address

008 HEBER AVE, CALEXICO, CA, 92231-2840, US

<table>
<thead>
<tr>
<th>Sold-To: Contact Name</th>
<th>Sold-To: Contact Phone #</th>
<th>Sold-To: Account #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Martha Gomez</td>
<td>(760) 769-2130</td>
<td>0010169288</td>
</tr>
</tbody>
</table>

### Bill-To: Address

008 HEBER AVE, CALEXICO, CA, 92231-2840, US

<table>
<thead>
<tr>
<th>Bill-To: Contact Name</th>
<th>Bill-To: Contact Phone #</th>
<th>Bill-To: Account #</th>
<th>Bill-To: Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Martha Gomez</td>
<td>(760) 769-2130</td>
<td>0017276563</td>
<td><a href="mailto:mgomez@calexico.ca.gov">mgomez@calexico.ca.gov</a></td>
</tr>
</tbody>
</table>

### Ship-To: Address

008 HEBER AVE, CALEXICO, CA, 92231-2840, US

<table>
<thead>
<tr>
<th>Ship-To: Contact Name</th>
<th>Ship-To: Contact Phone #</th>
<th>Ship-To: Account #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Martha Gomez</td>
<td>(760) 769-2130</td>
<td>0010169288</td>
</tr>
</tbody>
</table>

### Your Business Needs

<table>
<thead>
<tr>
<th>Qty</th>
<th>Item</th>
<th>Business Solution Description</th>
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<tbody>
<tr>
<td>1</td>
<td>SENDPROSERIES</td>
<td>SendPro P Series</td>
</tr>
<tr>
<td>1</td>
<td>IFW</td>
<td>No Interfaced Weighing Unit</td>
</tr>
<tr>
<td>1</td>
<td>4W100</td>
<td>Connect+/SendPro P Series Meter</td>
</tr>
<tr>
<td>1</td>
<td>APKA2</td>
<td>100 Dept Analytics</td>
</tr>
<tr>
<td>1</td>
<td>APK2</td>
<td>SendPro P Series Basic Label Printer Pac</td>
</tr>
<tr>
<td>1</td>
<td>APKK</td>
<td>SendPro P Receiving Feature</td>
</tr>
<tr>
<td>1</td>
<td>APKF</td>
<td>SendPro P Shipping Feature Access</td>
</tr>
<tr>
<td>1</td>
<td>APSA</td>
<td>Connect+ 145 LPM Speed</td>
</tr>
<tr>
<td>1</td>
<td>AZBA</td>
<td>SendPro P 1000 Series</td>
</tr>
<tr>
<td>1</td>
<td>AZBE</td>
<td>SendPro P Series Mono Print Module</td>
</tr>
<tr>
<td>1</td>
<td>NBS3</td>
<td>MultiReach Intellink Services</td>
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<tr>
<td>1</td>
<td>MSDF</td>
<td>10&quot; Color Touch Display</td>
</tr>
<tr>
<td>1</td>
<td>MW50007</td>
<td>SendPro P Series Drop Stacker</td>
</tr>
<tr>
<td>1</td>
<td>MW50006</td>
<td>Weighting Platform</td>
</tr>
<tr>
<td>Contract Item</td>
<td>Description</td>
<td></td>
</tr>
<tr>
<td>---------------</td>
<td>-------------</td>
<td></td>
</tr>
<tr>
<td>1 PTJ1</td>
<td>Postal Shipping</td>
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</tr>
<tr>
<td>1 PTJN</td>
<td>Single User Access</td>
<td></td>
</tr>
<tr>
<td>1 PTJR</td>
<td>60 User Access with Hardware or Meter</td>
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<tr>
<td>1 PTK1</td>
<td>Web Browser Integration</td>
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</tr>
<tr>
<td>1 PTK3</td>
<td>SendPro P Series Meter Integration</td>
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</tr>
<tr>
<td>1 SJMI</td>
<td>SoftGuard for SendPro P1000</td>
<td></td>
</tr>
<tr>
<td>1 STDSLA</td>
<td>Standard SLA Equipment Service Agreement (for SendPro P Series)</td>
<td></td>
</tr>
<tr>
<td>1 YGCS</td>
<td>Receiving - Standard</td>
<td></td>
</tr>
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### Your Payment Plan

<table>
<thead>
<tr>
<th>Initial Term: 60 months</th>
<th>Initial Payment Amount:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Months</td>
<td>Monthly Amount</td>
</tr>
<tr>
<td>60</td>
<td>$ 201.33</td>
</tr>
</tbody>
</table>

*Charges do not include any applicable sales, tax, or property taxes which will be billed separately.

### Your Signature Below

By signing below, you agree to be bound by your State/County/Cooperatives's contract, which is available at [billpower.ab.com/contract](http://billpower.ab.com/contract) 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 AGREEMENT**

Satisfaction's Contract

**Lessee's Signature**

**Print Name**

**Title**

**Date**

**Email Address**

---

**Penny Brown's Signature**

**Print Name**

**Title**

**Date**

---

**See Penny Brown's Terms for additional terms and conditions.**
| Sales Information |  |
|-------------------|  |
| Philip Ward       | phillip.ward@pb.com |
| Account Rep Name  | Email Address         | PEGS Acceptance |

|  |  |  |
NASPO ValuePoint FMV Lease Agreement (Option C)

Your Business Information

Full Legal Name of Lessee / DBA Name of Lessee

CITY OF CALIFORNIA

Sold-To: Address

600 HERER AVE, CALEXICO, CA, 82231-2240, US

Sold-To: Contact Name

Martha Gomez

Sold-To: Contact Phone #

(760) 768-2130

Sold-To: Account #

0010169288

Bill-To: Address

600 HERER AVE, CALEXICO, CA, 82231-2240, US

Bill-To: Contact Name

Martha Gomez

Bill-To: Contact Phone #

(760) 768-2130

Bill-To: Account #

0010169288

Ship-To: Address

600 HERER AVE, CALEXICO, CA, 82231-2240, US

Ship-To: Contact Name

Martha Gomez

Ship-To: Contact Phone #

(760) 768-2130

Ship-To: Account #

0010169288

PO #

Your Business Needs

<table>
<thead>
<tr>
<th>Qty</th>
<th>Item</th>
<th>Business Solution Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>RELAY2000</td>
<td>Relay 2000 Inserting System</td>
</tr>
<tr>
<td>1</td>
<td>STD2SLA</td>
<td>Standard SLA-Equipment Service Agreement (for Relay 2000 Inserting System)</td>
</tr>
<tr>
<td>1</td>
<td>N120</td>
<td>N120 - Relay 2000 Inserting System</td>
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</tbody>
</table>

Your Payment Plan

<table>
<thead>
<tr>
<th>Initial Term: 60 months</th>
<th>Initial Payment Amount:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Months</td>
<td>Monthly Amount</td>
</tr>
<tr>
<td>12</td>
<td>$ 185.47</td>
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<tr>
<td>48</td>
<td>$ 241.53</td>
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</table>

( ) Tax Exempt Certificate Attached
( ) Tax Exempt Certificate Not Required
( ) Purchase Power® Transaction Fees Included
( ) Purchase Power® Transaction Fees Extra

*Does not include any applicable sales, use, or property taxes which will be billed separately.
By signing below, you agree to be bound by your State/Entity/Cooperative's contract, which is available at http://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.

Your Signature Below

By signing below, you agree to be bound by your State/Entity/Cooperative's contract, which is available at http://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.

Lessor Signature

Print Name

Title

Email Address

Pbg/Funds Signature

Print Name

Title

Date

Sales Information

Philip Ward  philip.ward@pb.com

Account Rep Name

Email Address

Pbg/Funds Acceptance

Printed Name

Print Name

Title

Date

Sales Information

Philip Ward  philip.ward@pb.com

Account Rep Name

Email Address

Pbg/Funds Acceptance
Relay® 2500 Folder Inserter

Simplicity meets productivity.

Eliminate the time-consuming task of folding and inserting your mail with the Relay 2500 folder inserter. Our simple user experience is designed on a tried and proven platform, enabling you to finish up to 10,000 mail pieces per month. With superior accuracy and reliability, your team gains confidence knowing that your critical mail gets out the door on time, every time, without the inherent errors that come with manual handling.

The Relay 2500 folder inserter gives you simple, accurate, and reliable mail assembly.

- Simplicity: Thoughtfully designed for any user.
- Accuracy: Eliminate costly delays due to manual errors.
- Productivity: Keep mail process moving with fast, uninterrupted performance.
Specifications for Relay 2500

System
- Cycle speed: 2,500 per hour
- Color Touchscreen UI
- Monthly capacity: Up to 10,000/month
- Feeder configuration: 1 sheet feeder, 1 insert feeder, outer envelope feeder
- Field options: C, Z, Half (W), Double
- Integrity options: OMR, DB (C Fold Only)
- Envelope sealing: Standard

Accumulate before folding
- C or Z fold
- Half fold
- Double Fold (Legal Paper)

Sheet Feeder Tray(s)
- Capacity per tray: 325 sheets 20 lb/75gsm paper
- Paper sizes:
  - Minimum: 7" (178mm) Width x 7" (178mm) Length
  - Maximum: 9" (229mm) Width x 16" (406mm) Length
- Paper weights:
  - Minimum: 18lb/70gsm
  - Maximum: 32lb/120gsm

Insert Feeder Tray
- Capacity:
  - 300
- Media sizes:
  - Minimum: 5" (127mm) Width x 3.25" (82mm) Length
  - Maximum: 9" (229mm) Width x 6" (152mm) Length
- Media weights:
  - Minimum: 20 lb/75gsm (non-folded cut sheet), 16 lb/60 gsm (folded material)
  - Maximum: 50 lb/140gsm (single sheet) maximum compressed thickness of .078" (2mm)

Envelope specifications
- Capacity: up to 100
- Envelope sizes:
  - Minimum: 3.5" (86mm) Deep x 8.5" (220mm) Wide
  - Maximum: 6.5" (164mm) Deep x 9.5" (242mm) Wide
- Envelope weights:
  - Minimum: 17lb/65gsm
  - Maximum: 26lb (100gsm)
- Programmable jobs: 20

Physical specifications
- Tabletop Dimensions:
  - 26" L x 21" W x 25" H (660mm x 533mm x 635mm)
- Full Installed Dimensions:
  - 42" L x 21" W x 25" H (1067mm x 533mm x 635mm)
- Weight: 139 lbs / 63 kg

Accessory Physical specifications
- Vertical Power Stacker
  - Installed Length: 14 inches / 356 mm
  - Height: 24 inches / 610 mm
- Drop Stacker
  - Installed Length: 10.5 inches / 267 mm

*Based on 20lb/75gsm
MAILFINANCE, INC.

PROPOSAL
**Customer**

- **Organization**: CITY OF CALEXICO
- **D.B.A.**
- **Address**: 608 HEBER AVE
- **City State Zip**: CALEXICO CA 92231-2840
- **Phone**: (760) 768-2135

**Vendor**

- **Company Name**: MallFinance, Inc.
- **Attention**: Government Sales
- **Address**: 478 Wheelers Farms Rd
- **City State Zip**: Milford CT 06461
- **Phone**: (866) 446-0045

**Purchase Order - Lease**

**NASPO/ValuePoint Contract #:** ADSPO 16-169901

**State Participating Addendum (PA) #:** 7-17-70-41-02 (CA)

**Ship To**

- **Organization**: CITY OF CALEXICO
- **Attention**: Karla E Lobatos
- **Address**: 608 HEBER AVE
- **City State Zip**: CALEXICO CA 92231-2840
- **Phone**: (760) 768-2135
- **Email**: klobatos@calexico.ca.gov

<table>
<thead>
<tr>
<th>P.O. Number</th>
<th>P.O. Date</th>
<th>Requisitioner</th>
<th>Shipped Via</th>
<th>P.O. E. Point</th>
<th>Terms</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Lease payment specified above for products listed below includes, as applicable, reduced price equipment maintenance to reflect first year free, meter resets, postal rate changes, software license/support/subscription fees, delivery, installation, and operator training.

**Products**

<table>
<thead>
<tr>
<th>QTY</th>
<th>Product ID</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>IN710SHWP10</td>
<td>IN700 Base w/MSF, Sealer/DI, Ink Cartridge, INWP10, Rounter &amp; All-In-One PC w/RMM Software</td>
</tr>
<tr>
<td>1</td>
<td>US644-I1T2SE</td>
<td>2 Station Expert 2 Auto Fdr + CIS Scanner + Multi License and CMS-500 Trial</td>
</tr>
<tr>
<td>1</td>
<td>IN710ACTIVATION</td>
<td>RMM Feature Activation - One Time Fee</td>
</tr>
<tr>
<td>1</td>
<td>INRMMCOMP3STAND</td>
<td>RMM Computer Stand for All-In-One PC, Full Wireless Keyboard &amp; Mouse</td>
</tr>
</tbody>
</table>

1) **Order is governed under the terms and conditions of the NASPO/ValuePoint Master Price Agreement Contract Number ADSPO16-169901. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above, and acknowledge that you have received, read, and agree to all applicable terms and conditions (www.directgovlease-v04-16.pdf), which are also available at http://www.epostusa.com/forms/DirectGovLease-V04-16.pdf.**

2) **Payments will be sent to:**

- MallFinance Inc.
- Dept 3592
- PO Box 123563
- Dallas TX 75352-3563

3) **Send all correspondence to:**

- MallFinance Inc.
- 478 Wheelers Farms Rd
- Milford CT 06461

**Authorized by:**

**Date:**

**Print Name:**

**Title:**

---

(End of Document)
Section (A) Office Information

Office Number: 2710
Office Name: Neopost Southwest
Phone #: (928) 485-1855
Date: 10/18/2019

Section (B) Billing Information

Company Name: CITY OF CALEXICO
DBA: Neopost USA
Billing Address: 668 HEBER AVE
City: CALEXICO
State: CA
Postal Code: 92231-2840
Contact Name: Karla Lobatos
Phone: (760) 768-2135
Email Address: klobatos@california.gov

Section (C) Installation Information (if different from Billing Information)

Company Name: CITY OF CALEXICO
Installation Address: 668 HEBER AVE
City: CALEXICO
State: CA
Postal Code: 92231-2840
Contact Name: Karla Lobatos
Phone: (760) 768-2135
Fax: 
Email Address: klobatos@california.gov

Section (D) Products

<table>
<thead>
<tr>
<th>Qty</th>
<th>Model / Part Number</th>
<th>Description (Include Serial Number, if applicable)</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>IN710SHWP10</td>
<td>IN710 Basa w/MIS, Scanner, MT, INW10, Router &amp; All-In-One PC w/RMM Software</td>
</tr>
<tr>
<td>1</td>
<td>DS851-INT2SE</td>
<td>2 Station Expert 2 Auto Fdr + CIS Scanner + Multi Licenses and OMS-500 Trial</td>
</tr>
<tr>
<td>1</td>
<td>IN710ACTIVATION</td>
<td>IN710 RAM Feature Activation - One Time Fee</td>
</tr>
<tr>
<td>1</td>
<td>NRMMCOMPSTAND</td>
<td>RunMyMail Computer Stand for All-In-One PC, Full Wireless Keyboard &amp; Mouse</td>
</tr>
</tbody>
</table>

Section (E) Lease Payment Information & Schedule

<table>
<thead>
<tr>
<th>Number of Months</th>
<th>Monthly Payment (Plus applicable taxes)</th>
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</thead>
<tbody>
<tr>
<td>60</td>
<td>$474.30</td>
</tr>
</tbody>
</table>

Section (F) Postage Meter & Postage Funding Information

<table>
<thead>
<tr>
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<th>IN710AI</th>
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<tbody>
<tr>
<td>Machine Model</td>
<td>IN710SHWP10</td>
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<tr>
<td>Postage Funding Method:</td>
<td>[] Prepay by Check</td>
</tr>
<tr>
<td>OAWAS</td>
<td>CPU (include authorization form)</td>
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<tr>
<td>Agency Code</td>
<td>Sub Agency Code</td>
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Service Products (Check all that apply)

<table>
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<tr>
<th>Service Products</th>
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</thead>
<tbody>
<tr>
<td>Online Postal Rates (Meter™ App (SP20))</td>
<td></td>
</tr>
<tr>
<td>Online E-Services (Meter™ App (SP30))</td>
<td></td>
</tr>
<tr>
<td>NeoShip PLUS (EP70PLUS)</td>
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<tr>
<td>NeoShip Install &amp; User Guide (EP70GUIDES)</td>
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<tr>
<td>RunMyMail</td>
<td>3G/4G Cell Service</td>
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<tr>
<td>Maintenance</td>
<td>Standard</td>
</tr>
<tr>
<td>Installation/Training</td>
<td></td>
</tr>
<tr>
<td>Software Support for premises (non-cloud) solutions</td>
<td></td>
</tr>
</tbody>
</table>

Section (G) Approval

Existing customers who currently fund the Postage account by ACH Debit will not be converted to NeoFunds/TotalFunds unless initiated here.

This document consists of a Government Product Lease ("Lease") with MailFinance Inc.; and a Postage Meter Rental Agreement ("Rental Agreement"), a Maintenance Agreement, and an Online Services and Software Agreement with Neopost USA Inc.; and a NeoFunds/TotalFunds Account Agreement with Mailroom Finance, Inc. Your signature constitutes an offer to enter into the Lease and, if applicable, the other agreements, and acknowledges that you have reviewed, read, and agree to all applicable terms and conditions (version Government Equipment Lease Terms-USPS-6-Direct-v4-18), which are also available at https://www.neopost.com/krusa/government-equipment-lease-terms-usps-6-direct-v4-18.pdf, and that you are authorized to sign the agreements on behalf of the customer identified above. The applicable agreements will become binding on the companies identified above only after an authorized individual accepts your offer by signing below, or when the equipment is shipped to you.

**** SEE PURCHASE ORDER ****

Authorized Signature
Print Name and Title
Date Accepted

Accepted by Neopost USA and its Affiliates

MailFinance Inc., 478 Wheatsera Farms Rd, Milford CT 06461

Form LS1186e-04/16 Terms Revision R-04-18 (PT)
B U S I N E S S  C A S E
Mail Optimization Solution

Prepared for: City of Calexico
Proposal date: October 14th, 2019
Valid until: October 31st, 2019
Submitted by: Travis Douroux
Major Account Executive
(949) 237-2911
t.douroux@neopost.com

Submitted to: Karla Lobatos
Sandy Fonseca
Project Team

SALES TEAM

Travis Douroux
Major Account Executive
Neopost West District
(949) 237-2911
t.douroux@neopost.com

Brian Ingraham
Workflow and Solutions Specialist
Neopost West District
(909) 395-6669
b.ingraham@neopost.com

Michelle Wong
Sales Enablement Manager
Neopost West District
(760) 218-0495
m.wong@neopost.com

SERVICE TEAM

Kevin Mullally
Service Manager
Neopost West District
k.mullally@neopost.com

Samantha Garcia
Service Manager
Neopost West District
s.garcia@neopost.com

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Key Findings

- City of Calexico currently utilizes a Pitney Bowes Connect+ 1000 mailing system and DI425 inserter.
- Equipment is primarily used for mailing business licenses.
- Issues Reported With Current Solution Include:
  - Inserter frequently jams and the jams are difficult to clear due to limited access to the paper trail inside of the equipment.
  - Switching accounts on the mailing system is slow and causes delays.
  - Limited postage reporting that is only accessible at the mailing system.
  - Pitney Bowes' service department takes several days to complete needed repairs to equipment.

Relevant Opportunities

- Neopost's reliable and user-friendly DS-64i Folder-Inserter will allow the City of Calexico to process their business licenses quickly and easily, with processing speeds up to 2,000 filled envelopes per hour.
- The DS-64i's clamshell design provides operators with single-lift access across the entire paper path and makes it easy to reach into any area of the machine to retrieve materials if the occasional stoppage is encountered.
- Neopost's IN-700 or IN-710 mailing system will allow quick switching of accounts, minimizing delays while preparing mail pieces.
- NeoStats Enhanced will enable the City of Calexico to conveniently monitor all postage meter mailing activity and statistics through an online customer portal.
- Utilizing e-Validate, the City of Calexico will be able to proactively prevent costly returned mail, and maintain the accuracy of their database.
## Financial Considerations (Option A/B Side By Side)

<table>
<thead>
<tr>
<th>Product Summary (Option A)</th>
<th>Product Summary (Option B)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• IN-710 Mailing System with 10lb scale</td>
<td>• IN-700 Mailing System with 10lb scale</td>
</tr>
<tr>
<td>• 20&quot; Touch Screen Control Panel</td>
<td>• NeoStats Enhanced Postage Reporting</td>
</tr>
<tr>
<td>• NeoStats Enhanced Postage Reporting</td>
<td>• DS-64i Folder-Inserter</td>
</tr>
<tr>
<td>• DS-64i Folder-Inserter</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Cost Summary (Option A)</th>
<th>Cost Summary (Option B)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• $474.30 per month for 60-month lease</td>
<td>• $473.02 per month for 60-month lease</td>
</tr>
<tr>
<td>• Pricing Includes:</td>
<td>• Pricing Includes:</td>
</tr>
<tr>
<td>• Freight, delivery &amp; installation</td>
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<tr>
<td>• Meter rental</td>
<td>• Meter rental</td>
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<tr>
<td>• Equipment maintenance</td>
<td>• Equipment maintenance</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Notes</th>
<th>Valid Until: 10/31/19</th>
</tr>
</thead>
<tbody>
<tr>
<td>• User-friendly and reliable folder inserter with easy access to entire paper path and processing speeds up to 2,000 filled envelopes per hour.</td>
<td></td>
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<tr>
<td>• Both mailing systems enable quick switching of accounts, minimizing delays while preparing mail.</td>
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<tr>
<td>• Conveniently monitor all postage meter mailing activity &amp; statistics through online customer portal.</td>
<td></td>
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<tr>
<td>• Proactively prevent costly returned mail and maintain database accuracy with e-Validate.</td>
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</tbody>
</table>
Solution Overview

- A 20" touchscreen interface centralizes all mail center operations into a single workstation
- Rate Wizard guides users in choosing the right mail class and optional special services
- Automatic feeding of postcards, letters or large envelopes without sorting by mail piece size
- Dependable envelope sealing that secures the contents of your mail pieces
- Quiet inkjet printing with convenient low-ink alerts sent automatically via email
- External scale auto-adjusts the postage amount for extra-thick envelopes or boxed packages
- Integrated postage label dispenser for easy processing of bulky letters and large envelopes
- Reach productivity levels as high as 140 metered letters per minute
- Safeguard your stored postage with PIN code access for each of your operators
- Track pieces processed and postage used for 70 or more accounts/departments
- LAN or wireless connection to refill postage instantly and update postal rates automatically
- Download artwork to print onto your mail pieces - use our free library or create your own
- Uploads postage usage data to your MyNeopost online account for quick and easy analysis
- Download the postage you need now and pay later using NeoFunds bill-for-postage service
Solution Overview

- Intuitive user interface that includes a color touchscreen and time-saving shortcut keys
- Quiet inkjet printing with convenient low-ink alerts sent automatically via email
- Rate Wizard guides users in choosing the right mail class and optional special services
- Adjustment-free automatic feeding of postcards, letters or large envelopes up to 5/8" thick
- Dependable envelope sealing that secures the contents of your mail pieces
- Weigh platform auto-adjusts the postage amount for extra-thick envelopes or boxed packages
- Integrated postage label dispenser for easy processing of bulky letters and large envelopes
- Reach productivity levels as high as 140 metered letters per minute
- Safeguard your stored postage with PIN code access for each of your operators
- Track pieces processed and postage used for 70 or more accounts/departments
- LAN or wireless connection to refill postage instantly and update postal rates automatically
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Solution Overview

- 7" color touchscreen control panel with graphical user guidance and wizard-based programming
- Mechanical double document control ensures envelope contents are correct for every recipient
- Up to 2 multi-format FlexFeeders that can transport full-size sheets as well as short inserts
- Quick processing speeds up to 2,000 filled envelopes per hour (2,500 w/productivity pack)
- FlexFeed trays hold a 325-sheet stack and can be linked for non-stop cascade feeding
- Store up to 50 user-programmed jobs and instantly recall any of them at the push of a button
- Additional insert feeders are available with loading capacities of 50 or 325 reply envelopes
- Using manual feed mode, just walk up and drop in a document set to get a ready-to-mail envelope
- Automatically senses and sets paper length, envelope size and compatible fold type
- Tip-to-tip envelope sealing that can be turned on and off for any job
- Tri-folds or single-folds letter-size documents and double-folds legal-size sheets
- Connects to your network via LAN or WIFI to enable remote diagnostics and remote assistance
- Collate and fold up to 8 pages together for insertion into a #10 or 6" x 9.5" envelope
- CIS scanner can read OMR, OCR, 1D and 2D codes printed horizontally or vertically on the document
Your postage meter collects mailing activity data as you process mail including:
- Operator, date, account/department, # pieces, mail class/service, weight, postage $

Mailing data from your meter is automatically uploaded to your online customer portal.

Simply log in from your web browser to:
- View activity history & statistics for the last 2 years
- Create & customize easy-to-read graphical reports
- Share reports in friendly formats like spreadsheets

30 reports available in trend or detail formats
- Standard and user-defined time periods
- Combination reports (e.g., departmental spending and volume by mail class)
**Neopost at a Glance**

Neopost solutions enable companies to expertly send and receive digital documents, physical mail and packages, helping them to better connect with their customers.

- **1.4 Billion dollars in sales**
- **141 Countries where Neopost solutions are distributed**
- **45% Sales from North America**
- **800k Customers worldwide**
- **1,000 Employees in 32 countries**
- **200+ U.S. locations**

**Our Expertise**

**Digital Solutions**

Neopost technology manages data quality and enhances documents to optimize print-to-mail and digital delivery workflow.

**Mailing Solutions**

Every year, Neopost equipment addresses, fills and meters billions of mail pieces for hundreds of thousands of U.S. companies.

**Shipping Solutions**

Neopost systems empower businesses to control rising shipping costs and streamline the handling of inbound packages.

**Business Impact**

Neopost delivers measurable process improvements to advance your key business objectives, including:

- **Customer Engagement**
  - Improve acquisition, satisfaction and retention

- **Revenue Growth**
  - Increase sales, market share and profit

- **Risk Mitigation**
  - Enhance security and regulation compliance

- **Expense Control**
  - Maximize productivity and reduce costs

| NEOPOST |