

**EXCEPTIONS TO PROPOSAL, TERMS, CONDITIONS,
AND SOLUTIONS REQUEST**



Company Name: Pitney Bowes Inc.

Any exceptions to the terms, conditions, specifications, or proposal forms contained in this RFP must be noted in writing and included with the Proposer's response. The Proposer acknowledges that the exceptions listed may or may not be accepted by NJPA or included in the final contract. NJPA will make reasonable efforts to accommodate the listed exceptions and may clarify the exceptions in the appropriate section below.

Section/page	Term, Condition, or Specification	Exception	NJPA ACCEPTS
3.11.1	Award a four-year contract with a fifth-year contract option resulting from this RFP. Any fifth-year extension is exercised at NJPA's discretion and results from NJPA's contracting needs or from Member requests	Vendor would like to add "and with Vendor's written concurrence" as indicated below. Award a four-year contract with a fifth-year contract option resulting from this RFP. Any fifth-year extension is exercised at NJPA's discretion <u>and with Vendor's written concurrence</u> and results from NJPA's contracting needs or from Member requests	Accepted.
3.17.1.1	Additional Scope Definitions	Remove reference to postal lockers as we no longer provide them.	Acknowledged.
3.23.2	Vendor use of sub-contractors in sourcing or delivering equipment / product /services	Third parties used to provide delivery and pick-up of equipment and/or the hosting of services/solutions are not deemed to be subcontractors and are therefore not subject to flow-down provisions in the agreement.	Acknowledged.
5.34	DELETIONS.	Vendor would like to change the word "new" to "obsolete" in this section so it now reads as follows: <u>New-Obsolete</u> products and related services may be deleted from a contract if an item is no longer available.	Accepted.
6.13	Other considerations	If requested, Vendor can arrange to have a demo done from our Demo Center in Danbury, CT via video, in the event NJPA wishes to "test" equipment prior to contract award.	Not accepted.
6.29.4	Administrative Fees	PB is proposing a 1% admin fee, as set forth in Form P Question 18..	Acknowledged.
7.8	Audits	Vendor would like to add the following sentence after the words "fourteen (14) days' notice." " <u>Such requests may be made for up to one (1) year after the end of the Contract Term.</u> "	Accepted.
7.12	Out of Stock Notification	Pitney Bowes makes every effort to keep members informed if their delivery or installation is delayed. In the case of a discontinued item, a product of equal or better functionality will be substituted at no additional cost which the member has the right to reject upon installation	Accepted.
7.14	Contract Termination	Upon receipt of the written notice of breach, the Vendor will have ten (10) business days to provide a satisfactory response to NJPA. If the Vendor fails to reasonably address all issues in the written notice and cure the breach of which PBI has been	Accepted.

		notified within an additional thirty (30) business days, NJPA may terminate the Contract immediately. If NJPA allows the Vendor more time to remedy the breach, such forbearance does not limit NJPA's authority to immediately terminate the Contract for continued breaches for which notice was given to the Vendor. Termination of the Contract for cause does not relieve either party of the financial, product, or service obligations incurred before the termination.	
7.17	Contract Termination	Vendor would like to add the following sentence to the end of section 7.17 to reflect that leases will continue if the NJPA Contract is terminated. <i>"Notwithstanding the termination of the contract, Leases entered into before the termination of the Contract shall continue for the remaining lease term."</i>	Accepted.
8.9	Applicable Law	PBI respectfully requests the language be modified as follows, "The Vendor must monitor the prevailing wage rates on any contract specific work as established by the appropriate federal governmental entity during the term of this Contract and adjust wage rates accordingly.	Not accepted.
8.10	Patent and Copyright Infringement.	The Vendor would like to add the following clarification to the indemnity to identify reasons the indemnity would not apply. <i>Notwithstanding the foregoing, Vendor will have no obligation to indemnify, defend and hold NJPA or NJPA Members by any person on account of the use or sale of any articles by NJPA or NJPA Members, harmless with respect to any Claims that are: (a) based on any third-party content except to the extent that Vendor's licensors or suppliers of such third-party content have indemnified, defended and held Vendor harmless; (b) based on an event that would cause any warranty in this Contract or the applicable Statement of Work to be inapplicable (whether during or after the applicable warranty period); (c) unauthorized modification of the Vendor Software; (d) combination, operation or use of the Vendor Software with non-Vendor Software products if such claim of infringement could have been avoided had such combination, operation or use not occurred; (e) use of the Vendor Software in breach of this Contract or the applicable Statement of Work or the applicable Order or (d) use of other than the current release of the Vendor Software made available to NJPA or an NJPA Member to the extent that such claim or suit could have been avoided or mitigated by NJPA's or NJPA Member's use of such most current release. The provisions of this Section will constitute the entire liability of Vendor with respect to a copyright, trademark, trade dress, trade secret or patent infringement claim or suit.</i>	Accepted.
<u>The following are additional terms and conditions that apply based on the specific product, service or solution ordered by the NJPA Members</u>			See below.
<u>SMB Terms and Conditions</u>			
NJPA - General Internet Terms (including meter rental terms)	SMB T&Cs	See attached for PBI "U.S. Mailing Sales-Lease Internet Terms - for non-state and local NJPA Members final.pdf"	
State and Local FMV Lease Terms	SMB T&Cs	See attached for PBI "State and Local FMV Lease Agreement final.pdf"	
State and Local Term Rental Agreement	SMB T&Cs	See attached for PBI "State and Local LTOP Term Rental Agreement final.pdf"	

State and Local FMV Operating Lease Terms	SMB T&Cs	See attached for PBI, "State and Local Operating Lease Agreement final.pdf"	
Hosting Addendum for SLMA for Distribution Solution Products	SMB T&Cs	See attached for PBI, "Hosting Addendum for SLMA for pbds products -gms channel May 2015"	
Postage by Phone Reserve Account Terms	SMB T&Cs	See attached for PBI, "2016 Postage by phone Reserve Account Terms_Final_SW.pdf"	
Customer Satisfaction Guarantee	SMB T&Cs	See attached for PBI, "Customer Satisfaction Guarantee March 2015.pdf"	
Business Manager Software License Agreement	SMB T&Cs	http://www.pitneybowes.com/us/license-terms-of-use/business-manager-software-license-agreement.html	
ConnectRight Mailer	SMB T&Cs	http://www.pitneybowes.com/us/license-terms-of-use/connectright-mailer-end-user-license-agreement.html	
Distribution Solutions - Arrival®, LobbyTrac™, Package Manager, SendSuite	SMB T&Cs	http://www.pitneybowes.com/us/license-terms-of-use/shipping-software-end-user-license-agreement.html	
Envelope Now	SMB T&Cs	http://envelopenow.objectiflune.com/content/docs/PlanetPress-EULA-en.pdf	
Envelope Designer Plus	SMB T&Cs	http://www.pitneybowes.com/us/license-terms-of-use/envelope-designer-plus-software-license-agreement.html	
File Based Processing Software	SMB T&Cs	http://www.pitneybowes.com/us/license-terms-of-use/file-based-processing-software-license-agreement.html	
PlanetPress Suite® 7	SMB T&Cs	http://planetpress.objectiflune.com/Content/Docs/PlanetPress-EULA-en.pdf and http://www.pitneybowes.com/us/license-terms-of-use/shipping-and-mailing-maintenance-services-terms.html	
PlanetPress Suite® Connect	SMB T&Cs	http://help.objectiflune.com/en/OL-EULA.pdf and http://www.pitneybowes.com/us/license-terms-of-use/shipping-and-mailing-maintenance-services-terms.html	
PB First™	SMB T&Cs	http://www.pitneybowes.com/us/license-terms-of-use/pb-first-software-license-agreement.html	
PB Meter Connect	SMB T&Cs	http://www.pitneybowes.com/us/license-terms-of-use/pcmeter-connect-terms-and-conditions.html	
Relay Communications Hub	SMB T&Cs	http://www.pitneybowes.com/us/license-terms-of-use/relay	
<u>SMB Subscription Services</u>			
Enhanced Support Services	SMB T&Cs	http://www.pitneybowes.com/us/license-terms-of-use/pc-support-services-end-user-agreement.html	
pbSmart™ Code	SMB T&Cs	http://www.pitneybowes.com/us/license-terms-of-use/pbsmart-products-terms-and-conditions.html	
pbSmart™ Connect	SMB T&Cs	http://www.pitneybowes.com/us/license-terms-of-use/pbsmart-products-terms-and-conditions.html	
SendPro™ Subscription	SMB T&Cs	http://www.pitneybowes.com/us/license-terms-of-use/sendpro-subscription.html	

SendPro™ Subscription with Lease	SMB T&Cs	http://www.pitneybowes.com/us/license-terms-of-use/sendpro-term.html	
TrackmyMail®	SMB T&Cs	http://www.pitneybowes.com/us/license-terms-of-use/trackmymail-user-subscription-agreement.html	
<u>DMT Terms and Conditions</u>			
Master License Agreement	DMT T&Cs	See attached for PBI, "DMT Master License Agreement 5-2015.docx"	
DMT Schedule A to 298 for DirectView July 2016	DMT T&Cs	See attached for PBI, "DMT Schedule A to 298 for DirectView July 2016 (2).docx"	
DMT-298-Sales- Maint Agreement Coverpage JUNE 2016	DMT T&Cs	See attached for PBI, "DMT-298-Sales-Maint Agreement Coverpage JUNE 2016 (5).docx"	
PBI DMT Lease Supplement JANUARY 2017	DMT T&Cs	See attached for PBI, "PBI DMT Lease Supplement JANUARY 2017.pdf"	
Muni Short Form Lease Pkg \$1 Out (\$250 under)	DMT T&Cs	See attached for PBI, "Muni Short Form Lease Pkg \$1 Out (\$250 under).doc"	
Muni Short Form Lease Pkg FMV	DMT T&Cs	See attached for PBI, "Muni Short Form Lease Pkg FMV.DOC"	
Pro Fin PBPMF Certificate of Acceptance	DMT T&Cs	See attached for PBI, "Pro Fin PBPMF Certificate of Acceptance.doc"	
Pro Fin PBPMF Certificate of Incumbency	DMT T&Cs	See attached for PBI, "Pro Fin PBPMF Certificate of Incumbency.doc"	
Pro Fin PBPMF Insurance Request	DMT T&Cs	See attached for PBI, "Pro Fin PBPMF Insurance Request.doc"	
Intellijet Sales- License Agreement 298 2014	DMT T&Cs	See attached for PBI, "Intellijet Sales-License Agreement 298 2014 (1).doc"	
IJ Production Print Supply Agreement 2017	DMT T&Cs	See attached for PBI, "IJ Production Print Supply Agreement 2017 LS.pdf"	
IJ-AccelerJet Maintenance Agreement 10 29 15	DMT T&Cs	See attached for PBI, "IJ-AccelerJet Maintenance Agreement 10 29 15 (2).doc"	
On-Call-EMA- evergreen revised May 2015.pdf	DMT T&Cs	See attached for PBI, "On-Call-EMA-evergreen revised May 2015.pdf"	
DMT Customer Satisfaction Guarantee	DMT T&Cs	See attached for PBI, "DMT Customer Satisfaction Guarantee Jason Dies November 2016.pdf"	

Proposer's Signature:

Date:

4-17-2017

NJPA's clarification on exceptions listed above:

Section 7.3 allows NJPA and NJPA Members and awarded vendors to add additional terms and conditions on the purchase order level if such additional terms and conditions do not interfere with the general purpose, intent, or currently established terms and conditions contain in this RFP document.



FORM D

Contract Award RFP #041917



Formal Offering of Proposal
(To be completed only by the Proposer)

MAILING AND POSTAGE EQUIPMENT WITH RELATED SOFTWARE, ACCESSORIES, SERVICES, AND SUPPLIES


In compliance with the Request for Proposal (RFP) for MAILING AND POSTAGE EQUIPMENT WITH RELATED SOFTWARE, ACCESSORIES, SERVICES, AND SUPPLIES, the undersigned warrants that the Proposer has examined this RFP and, being familiar with all of the instructions, terms and conditions, general and technical specifications, sales and service expectations, and any special terms, agrees to furnish the defined products and related services in full compliance with all terms and conditions of this RFP, any applicable amendments of this RFP, and all Proposer's response documentation. The Proposer further understands that it accepts the full responsibility as the sole source of solutions proposed in this RFP response and that the Proposer accepts responsibility for any subcontractors used to fulfill this proposal.

Company Name: Pitney Bowes Inc Date: April 19, 2017

Company Address: 3001 Summer Street

City: Stamford State: CT Zip: 06926

Contact Person: Bill Walter Title: Director, Government Sales Western Region

Authorized Signature:  BILL WALTER
(Name printed or typed)

FORM E
CONTRACT ACCEPTANCE AND AWARD



(Top portion of this form will be completed by NJPA if the vendor is awarded a contract. The vendor should complete the vendor authorized signatures as part of the RFP response.)

NJPA Contract #: 041917-PIT

Proposer's full legal name: Pitney Bowes Inc.

Based on NJPA's evaluation of your proposal, you have been awarded a contract. As an awarded vendor, you agree to provide the products and services contained in your proposal and to meet all of the terms and conditions set forth in this RFP, in any amendments to this RFP, and in any exceptions that are accepted by NJPA.

The effective date of the Contract will be May 17, 2017 and will expire on May 17, 2021 (no later than the later of four years from the expiration date of the currently awarded contract or four years from the date that the NJPA Chief Procurement Officer awards the Contract). This Contract may be extended for a fifth year at NJPA's discretion.

NJPA Authorized Signatures:



NJPA DIRECTOR OF COOPERATIVE CONTRACTS
AND PROCUREMENT/CPO SIGNATURE

Jeremy Schwartz
(NAME PRINTED OR TYPED)



NJPA EXECUTIVE DIRECTOR/CEO SIGNATURE

Chad Coauette
(NAME PRINTED OR TYPED)

Awarded on May 17, 2017

NJPA Contract # 041917-PIT

Vendor Authorized Signatures:

The Vendor hereby accepts this Contract award, including all accepted exceptions and amendments.

Vendor Name PITNEY BOWES INC

Authorized Signatory's Title DIRECTOR, GOVT SALES WEST



VENDOR AUTHORIZED SIGNATURE

BILL WALTER
(NAME PRINTED OR TYPED)

Executed on 5/17, 2017

NJPA Contract # 041917-PIT



Proposal Affidavit Signature Page

PROPOSER'S AFFIDAVIT

The undersigned, authorized representative of the entity submitting the foregoing proposal (the "Proposer"), swears that the following statements are true to the best of his or her knowledge.

1. The Proposer is submitting its proposal under its true and correct name, the Proposer has been properly originated and legally exists in good standing in its state of residence, the Proposer possesses, or will possess before delivering any products and related services, all applicable licenses necessary for such delivery to NJPA members agencies. The undersigned affirms that he or she is authorized to act on behalf of, and to legally bind the Proposer to the terms in this Contract.
2. The Proposer, or any person representing the Proposer, has not directly or indirectly entered into any agreement or arrangement with any other vendor or supplier, any official or employee of NJPA, or any person, firm, or corporation under contract with NJPA, in an effort to influence the pricing, terms, or conditions relating to this RFP in any way that adversely affects the free and open competition for a Contract award under this RFP.
3. The Proposer has examined and understands the terms, conditions, scope, contract opportunity, specifications request, and other documents in this solicitation and affirms that any and all exceptions have been noted in writing and have been included with the Proposer's RFP response.
4. The Proposer will, if awarded a Contract, provide to NJPA Members the /products and services in accordance with the terms, conditions, and scope of this RFP, with the Proposer-offered specifications, and with the other documents in this solicitation.
5. The Proposer agrees to deliver products and services through valid contracts, purchase orders, or means that are acceptable to NJPA Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to NJPA Members under an awarded Contract.
6. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
7. The Proposer understands that NJPA will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statute §13.591, Subd. 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals generally become public data. Minnesota Statute §13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
8. The Proposer understands that it is the Proposer's duty to protect information that it considers nonpublic, and it agrees to defend and indemnify NJPA for reasonable measures that NJPA takes to uphold such a data designation.

[The rest of this page has been left intentionally blank. Signature page below]

By signing below, Proposer is acknowledging that he or she has read, understands, and agrees to comply with the terms and conditions specified above.

Company Name: Pitney Bowes Inc.

Address: 3001 Summer Street

City/State/Zip: Stamford, CT 06926

Telephone Number: 480-206-2984

E-mail Address: Bill.Walter@pb.com

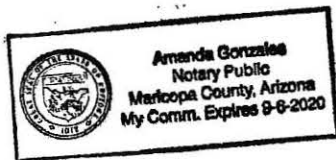
Authorized Signature: *Bill Walter*

Authorized Name (printed): Bill Walter

Title: Director, Government Sales, Western Region

Date: 4-13-2017

Notarized



Subscribed and sworn to before me this 13th day of April, 2017

Notary Public in and for the County of Maricopa State of Arizona

My commission expires: 9/8/2020

Signature: *Amanda Gonzales*



Form P

PROPOSER QUESTIONNAIRE

Payment Terms, Warranty, Products and Services, Pricing and Delivery, and Industry-Specific Questions

Proposer Name: Pitney Bowes Inc.

Questionnaire completed by: Bill Walter

Payment Terms and Financing Options

1) What are your payment terms (e.g., net 10, net 30)?

Pitney Bowes Inc.'s standard payment terms are Net 30.

2) Do you provide leasing or financing options, especially those options that schools and governmental entities may need to use in order to make certain acquisitions?

Pitney Bowes is presenting two separate lease programs available to NJPA members. The first lease program is provided by PBGFS (Pitney Bowes Global Financial Services) and applies exclusively to the SMB price book as described in item 2.1 below. The second lease program is provided by PNC and applies exclusively to the DMT price book as defined in item 2.2 below.

2.1 SUMMARY OF LEASING PROGRAMS FOR NJPA Contract (_____) FOR ITEMS ON SMB PRICE LIST ONLY.

PLEASE NOTE: THE OPTIONS LISTED IN THIS SUMMARY ARE NOT AVAILABLE TO ITEMS LISTED ON THE DMT Production Mail Equipment, Services and Software Price list. Separate lease programs apply only to items listed in the DMT Production Mail Equipment, Service and Software Price List and are listed in item 2.2 below. Pitney Bowes Global Financial Services offers a variety of equipment leasing and rental programs to enable NJPA Members to acquire the SMB equipment it needs with the innovative financing solution that works best for you.

STATE & LOCAL TERM RENTAL AGREEMENT (INSTALLMENT PURCHASE) - Option 1 This program provides a 36, 48 or 60 Month Lease and is available only to city and state agencies, such as public school districts, municipal hospitals, police and fire departments. Due to the tax exempt status of the Lessee, rates are much lower than standard Fair Market Value Lease rates. Lessee is required to sign and provide to the Vendor a Department of the Treasury Form 8038-G or 8038-GC. Title to the Equipment passes up front and at the end of the lease term lessee owns the equipment (excluding meter). (Non-profits, private universities & schools and non-State or Local agencies are excluded from this program). Sales & Purchase Tax will be charged, if required under your State Statute.

STATE & LOCAL FAIR MARKET VALUE (FMV) OPERATING LEASE - Option 2 Operating lease. This program provides you with a 36, 48 or 60 Month Operating Lease. At the end of the lease period, you may purchase the equipment at the end of the Operating Lease for its then Fair Market Value, or you can enter into a new Lease term or return the equipment. This includes cancellation for convenience with 90 days' notice and payment of a termination charge equal to one (1) quarterly payment. Due to the additional risk associated with a Member's ability to terminate for convenience, lease rates are much higher than standard Fair Market Value Lease rates. Sales & Purchase Tax will be charged, if required under your State Statute.

STATE & LOCAL FAIR MARKET VALUE LEASE - Option 3 This program provides you with a 36, 48 or 60 Month FMV Lease term with the option to purchase the equipment at the end of the lease for its then Fair Market Value, or you can continue leasing the equipment based on its Fair Market Value, or return the equipment. Sales & Purchase Tax will be charged, if required under your State Statute

NJPA Members who are not state and local agencies will be subject to the **NJPA Pitney Bowes Terms**.

For clarification purposes, an example of a lease payment calculation would be “Total value of the Equipment ordered plus any applicable purchase tax multiplied by the applicable Monthly Rate Factor equals the Monthly Equipment Lease Payment. We would, with your concurrence, add to the Monthly Lease Payment any applicable monthly meter rental, value based service fees, the prorated monthly cost of service maintenance for years 2 thru end of initial lease term plus any applicable taxes”.

2.2 SUMMARY OF LEASING PROGRAMS FOR NJPA Contract (_____) FOR ITEMS IN THE DMT PRODUCT LINE.

For the Pitney Bowes Document Messaging Technologies (DMT) product line and related services (as described in the “DMT Production Mail Equipment, Services and Software” price book applicable to DMT Equipment) (the “DMT Product Line”) leases may be available to an applicable Member through a third party lending company, PNC Equipment Finance. The terms and conditions of the PNC Equipment Financing Lease - \$1 Buyout or the PNC Equipment Financing Muni Short Form FMV lease (together the “DMT Leases”), as such may be available to a particular NJPA Member, have been included with this RFP response. Pricing for DMT Leases will be provided at the time of transaction. Each DMT Lease is subject to final credit approval. If any personal property taxes are due on the DMT Leases, the NJPA Member will be responsible for those taxes, which will be separately billed on an annual basis. Software in the DMT Product Line will not be included in, and is specifically excluded from, the DMT Leases. If requested, the following may also be added to a DMT Lease: any applicable monthly meter rental, value based service fees, and prorated monthly cost of service maintenance for years 2 thru end of initial lease term.

With applicable NJPA Members, DMT Leases may be offered under this RFP and, in such cases, if there is a conflict between a DMT Lease, and the RFP, the DMT Leases shall govern. Alternatively, with applicable NJPA Members, the DMT Leases may be offered as a separate contract outside this Agreement. Further, in the event a NJPA Member wishes to use its own lender, it will be considered a separate contract outside this Agreement. Note that the DMT Product Line is not offered under the GFS lease program described above. Further, the DMT Product Line is not available for an Equipment Rental program. Please note that the DMT Lease financing options in this section are not available for the SMB product line.

- 3) Briefly describe your proposed order process. Please include enough detail to support your ability to report quarterly sales to NJPA. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the NJPA Members’ purchase orders.

Pricing is prominently displayed in our Configure, Price and Quote (CPQ) tool which every sales representative has on their laptop. This allows them instant access to NJPA pricing whenever they are with a member and ensure accuracy of contract pricing and compliance. Orders are configured in this tool, any member facing paperwork generated and subsequent orders processed.

Reporting is generated and consolidated quarterly on all transactions which occurred during the quarter for members. This reporting includes any orders written through both the direct and dealer channels. Reports are then audited for accuracy, verified and approved through two levels to validate and ensure compliance, then sent to our accounting department for prompt payment of the administrative fee. Prior to the check being sent to NJPA a detailed and summary report of the usage are sent.

- 4) Do you accept the P-card procurement and payment process? If so, is there any additional cost to NJPA Members for using this process?

Yes, we do accept the P-card, but not for postage and the optional purchase power program. There is no additional cost to NJPA members for using this process.

Warranty

- 5) Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may include in your response a copy of your warranties, but at a minimum please also answer the following questions.

- Do your warranties cover all products, parts, and labor

Yes, unless the need for service is caused by excluded circumstances as spelled out in the general terms and conditions for the product.

- Do your warranties impose usage restrictions or other limitations that adversely affect coverage?

No.

- Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?

Yes.

- Are there any geographic regions of the United States for which you cannot provide a certified technician to perform warranty repairs? How will NJPA Members in these regions be provided service for warranty repair?

No.

- Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?

Yes. Pitney Bowes warranty covers Pitney Bowes equipment delivered as part of the proposal.

- What are your proposed exchange and return programs and policies?

Pitney Bowes will repair or replace defective equipment.

- 6) Describe any service contract options for the items included in your proposal.

Please see description of PB's Service Agreements contained in General Terms and Conditions in Form C. On-site service is quoted on a case-by-case basis and is not provided within the price book.

Pricing, Delivery, Audits, and Administrative Fee

- 7) Provide a general narrative description of the equipment/products and related services you are offering in your proposal.

We are pleased to provide products and services that encompass the full breadth and scope of this RFP request, which will undoubtedly benefit current and future NJPA members throughout the U.S. and potentially Canada. Our global organization can provide a full range of mailing equipment, software, supplies and support services that will enable your members to efficiently create mail and evidence postage.

- 8) Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the NJPA discounted price) on all of the items that you want NJPA to consider as part of your RFP response. Provide a SKU for each item in your proposal. (Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract. See the body of the RFP and the Price and Product Change Request Form for more detail.)

Our pricing will be by line item (For details see the submitted price book which includes Standard Commercial list price as well as the discount offered and the net price to members). We will include any charges associated with Service Level Agreement and Software Maintenance Agreements. Taxes are not included in the prices and will be charged where applicable.

- 9) Please quantify the discount range presented in this response. For example, indicate that the pricing in your response represents is a 50% percent discount from the MSRP or your published list.

Discounts in this response are up to 40% off our commercial list price.

- 10) The pricing offered in this proposal is

- a. the same as the Proposer typically offers to an individual municipality, university, or school district.
- b. the same as the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
- c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
- d. other than what the Proposer typically offers (please describe).

- 11) Describe any quantity or volume discounts or rebate programs that you offer.

None offered.

- 12) Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or “nonstandard options”. For example, you may supply such items “at cost” or “at cost plus a percentage,” or you may supply a quote for each such request.

Open market items will be negotiated in good faith with each member on a case by case basis.

- 13) Identify any total cost of acquisition costs that are **NOT** included in the pricing submitted with your response. This cost includes all additional charges that are not directly identified as freight or shipping charges. For example, list costs for items like installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.

Provided pricing includes installation but there may be additional charges for any rigging required at the individual site. These charges will be quoted on a case-by-case basis. These charges include but are not limited to things like necessity of cranes or rigging to elevators for delivery to upper floors in tall buildings.

14) If delivery or shipping is an additional cost to the NJPA Member, describe in detail the complete shipping and delivery program.

They will not be predetermined and will not be in the price book. Shipping and Handling fees are provided at time of order and will be in line with the necessary modification of delivery methods.

15) Specifically describe those shipping and delivery programs for Alaska, Hawaii, Canada, or any offshore delivery.

Deliveries outside the continental US are made via any combination of ground, air and ocean freight modes using the appropriate service levels needed to satisfy the members' requested delivery date. Alaska and Hawaii is a combination of ground and ocean transport, with inland ground service to the members' address or air service direct from our Central Distribution Center (CDC) in Whitestown, Indiana. Canada is delivered via line haul from our CDC to our Canada Distribution center in Mississauga, Ontario, and moved via ground or air service to the member's location from that point via Canada Post or Purolator. Our production mail solutions (DMT) are shipped from Danbury, CT and can ship to any location within the continental US, Alaska, Hawaii or any export destination as well.

16) Describe any unique distribution and/or delivery methods or options offered in your proposal.

All industry-standard distribution methods are available.

17) Please specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with NJPA. This process includes ensuring that NJPA Members obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to NJPA.

PB assigns a unique identifier to likely NJPA members (State & local agencies, non-profits and schools/universities), upon quote acceptance by member, we validate membership requirements of NJPA. This identifier alerts our systems to provide NJPA pricing. Each quarter PB runs a report for all NJPA order activity for the previous quarter. The report will have all requested data identifying the member, product, and price paid as well as the administrative fee per transaction.

18) Identify a proposed administrative fee that you will pay to NJPA for facilitating, managing, and promoting the NJPA Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See RFP Section 6.29 and following for details.)

Pitney Bowes will pay NJPA, on a quarterly basis, a 1% Administration Fee on the net equipment and software orders (Gross equipment and software sales orders less any adjustments), installed during the preceding quarter, Meter Rentals, Service Level Agreement and Software Maintenance Agreements billed to members during the preceding quarter, pursuant to and during the term of this Agreement.

Industry-Specific Questions

19) Describe your integration capabilities, if any, with other mailroom-related technologies.

Pitney Bowes offers many industry standard digital interfaces which allow maximum flexibility with other mailroom related technologies. Varying file formats including .xls, .pdf, .txt, .csv and others along with robust connectors and Application Program Interfaces (API's) ensuring maximum connectivity for members.

20) Demonstrate your ability to customize your solution(s) to unique customer needs.

Pitney Bowes's service staff are A+ Certified Technicians along with a support team of Business Analysts and System Engineers in both our Shipping, CCM, and production mail product lines. In addition to these field level support personnel, we have a vast suite of Home Office support engineers and product specialists dedicated to custom applications and design. This network is there to support the most strenuous and varied requirements members may have and desire.

21) If applicable to your proposal, provide your lease/rental pricing schedule.

SMB lease rate factors are included in the SMB Price Book. DMT lease rate factors will be provided at time of order.

22) If you provide product training services, is this included in the product purchase price? Is additional training available for a fee? If so, describe how such training is priced.

Training is provided to the primary operator group after installation in order to make sure the operators are familiar and proficient with the new equipment. For solutions which are not self-installable, training is provided onsite by a qualified PB representative. This basic training is included in the provided purchase price. Additional training is available beyond the basic operator training at published rates.

23) If you provide complete product installation, is this included in the equipment purchase price? If not included, detail what installation is required, who does it (e.g., the proposer or a subcontractor), and how much it costs. If NJPA members must pay for installation, how are they charged (e.g., by the hour, flat fee)?

Installation is included in the purchase price, except where specifically noted on the quote to the client. Quotes will be provided for equipment that is considered self-installable or where special rigging may be necessary depending on individual site needs.

Signature: 

Date: 4-17-2017