

NOTICE OF AWARD
TABLE OF CONTENTS

	PAGE NUMBER
TERMS AND CONDITIONS.....	00001
CONTRACT VENDORS.....	00004
CONTRACT ITEMS/SERVICES BY LINE ITEM.....	00005
DESCRIPTION: MAIL PROCESSING EQUIPMENT, UP TO 250.....	00005
NEOPOST, 155000.....	00005
DESCRIPTION: MAIL PROCESSING EQUIPMENT, UP TO 250.....	00005
NEOPOST, 155000.....	00006

STATE OF ILLINOIS
DEPARTMENT OF
CENTRAL MANAGEMENT SERVICES

T NUMBER: T0080
PAGE NO.: 00001

DISTRIBUTE TO: 416PSD : BUREAU OF STRATEGIC SOURCING

NOTICE OF AWARD

CONTRACT TITLE: PSD MAILROOM EQUIP. - DEPT. OF INSURANCE

CONTRACT NO: VARIOUS

OPTIONS AVAILABLE: 00 JOINT PURCHASING: NO

VENDOR NAME AND ADDRESS VENDOR NUMBER:
* * SEE ATTACHED * *

CONTACT THE FOLLOWING IN THE EVENT OF QUESTIONS PERTAINING TO THIS CONTRACT:

BUYER NAME AND PHONE
TOM KARAIANIS
(217) 785-3867

SOLICITATION: 228136 BID OPEN DATE: 11/24/15

CONTRACT NO: 4018233 4018234
A10128 : VENDOR PAYMENT PROGRAM:

DUE TO UNPRECEDENTED ECONOMIC RECESSION, ILLINOIS HAS EXPERIENCED LOWER THAN EXPECTED REVENUES WHICH HAS LED TO A DELAYED PAYMENT CYCLE. IN MANY CASES, VENDORS AND SERVICE PROVIDERS ARE WAITING SEVERAL MONTHS TO RECEIVE PAYMENT FOR GOODS AND SERVICES PROVIDED TO THE STATE. THE STATE OF ILLINOIS VENDOR PAYMENT PROGRAM IS INTENDED TO PROVIDE RELIEF TO THOSE VENDORS AND SERVICE PROVIDERS.

FOR MORE INFORMATION PLEASE SEE OUR WEBSITE AT PAYMENTS.ILLINOIS.GOV.

CONTRACT NO: 4018233
K00050 : SCOPE:

TO ESTABLISH A TERM CONTRACT FOR THE LEASE OF MAIL EQUIPMENT FOR THE DEPARTMENTS OF INSURANCE AND FINANCIAL & PROFESSIONAL REGULATION.

ONE MAILING MACHINE WILL BE FOR THE DEPARTMENT OF INSURANCE AND THE OTHER IS FOR THE DEPARTMENT OF FINANCIAL & PROFESSIONAL REGULATION.

BOTH OF THESE DEPARTMENTS SHARE A MAILROOM WHERE BOTH MACHINES WILL BE INSTALLED SO PLEASE BID THE SAME MACHINE FOR EACH LINE.

IT IS THE INTENTION OF THIS STATE OF ILLINOIS AGENCY TO LEASE THIS EQUIPMENT FOR A PERIOD OF THREE YEARS. THE LEASE IS SCHEDULED TO BEGIN UPON ACCEPTANCE OF THE EQUIPMENT AND IS SCHEDULED TO END 36 MONTHS AFTER THAT ACCEPTANCE.

THE DATE OF ACCEPTANCE IS THAT DATE WHICH THE EQUIPMENT IS INSTALLED AND IN GOOD WORKING ORDER. THE LEASE AGREEMENT SHALL TERMINATE UPON COMPLETION OF THE SPECIFIED LEASE PERIOD.

CONTRACT NO: 4018233
K00700 : SPECIAL TERMS AND CONDITIONS (SPECIFIC TO THIS BID)

PRICING:

IN THE UNIT PRICE COLUMN, THE VENDOR SHOULD BID A PER UNIT, PER MONTH LEASE COST FOR EACH SPECIFIC ITEM WHICH MUST INCLUDE: MACHINE LEASE, MAINTENANCE, METER RENTAL AND ALL RATE AND SOFTWARE UPDATES FOR THE ENTIRE TERM. IN ADDITION, WE ARE ASKING THAT A BREAKDOWN OF CONSUMABLE COSTS BE PROVIDED UNDER EACH LINE ITEM.

LEASE PRICES SUBMITTED WITH THIS BID SHALL REMAIN FIRM THROUGHOUT THE LEASE PERIOD. MONTHLY CHARGES FOR LEASE SHALL INCLUDE FULL

COVERAGE MAINTENANCE INCLUDING PREVENTIVE MAINTENANCE, ALL SERVICE
CALLS AND REPLACEMENT OF DEFECTIVE WORN PARTS.

TRAINING:

AFTER INSTALLATION, THE VENDOR WILL PROVIDE INITIAL TRAINING ON THE
OPERATION AND BASIC MAINTENANCE OF EQUIPMENT TO INCLUDE ALL
CAPABILITIES OF THE EQUIPMENT.

GUARANTEE:

CONTRACT HOLDER MUST INCLUDE A GUARANTEE THAT IF THE MACHINE DOES
NOT PERFORM TO THE STATE OF ILLINOIS' SATISFACTION, IT WILL BE
REPLACED WITH A MACHINE OF SIMILAR OR BETTER QUALITY WITH
SPECIFICATIONS EQUAL TO OR BETTER THAN THE ONE BEING REPLACED.

FISCAL FUNDING OUT:

THE LEASE AGREEMENT MAY BE CANCELLED FOR FISCAL FUNDING OUT PURPOSES
OR FOR DOCUMENTED CAUSE. A THIRTY DAY CANCELLATION NOTICE WILL BE
REQUIRED BY THE LEASOR IN WRITING.

FISCAL FUNDING OUT CLAUSE:

STATE SHALL USE ITS BEST EFFORTS TO SECURE SUFFICIENT
APPROPRIATIONS TO FUND THIS CONTRACT. HOWEVER, THE STATE, AT ITS
SOLE OPTION MAY TERMINATE OR SUSPEND THIS CONTRACT, IN WHOLE OR IN
PART, WITHOUT PENALTY OR FURTHER PAYMENT BEING REQUIRED, IF THE
ILLINOIS GENERAL ASSEMBLY OR THE FEDERAL FUNDING SOURCE FAILS TO
MAKE AN APPROPRIATION SUFFICIENT TO PAY SUCH OBLIGATION OR IF FUNDS
NEEDED ARE INSUFFICIENT FOR ANY REASON.

CONTRACT NO: 4018233 4018234
S00124 : UNCRATING AND SETTING IN PLACE REQUIRED:

SUCCESSFUL BIDDER SHALL DELIVER F.O.B. AGENCY DESTINATION, UNCRATE,
ASSEMBLE, INSTALL, AND SHALL INSTRUCT AGENCY PERSONNEL ON ITS USE AND
CARE AT NO ADDITIONAL COST TO THE STATE.

CONTRACT NO: 4018233 4018234
S00125 : DEBRIS REMOVAL:

UNCRATING AND ASSEMBLING DEBRIS, IF ANY, SHALL BE REMOVED FROM THE
SITE BY THE SUCCESSFUL BIDDER.

CONTRACT NO: 4018233 4018234
S00176 : ENERGY STAR COMPLIANT:

ALL EQUIPMENT SHALL BE CERTIFIED UNITED STATES E.P.A. ENERGY STAR
COMPLIANT AT TIME OF SUBMISSION OF BID. FAILURE OF VENDOR TO SUPPLY
SUCH ASSURANCE MAY BE REASON FOR REJECTION OF SUBMITTED BID. BIDDER
MUST INDICATE ON THE FOLLOWING LINE THAT THE PRODUCT(S) OFFERED IS
(ARE) UNITED STATES E.P.A. ENERGY STAR COMPLIANT.

YES _____ NO _____

CONTRACT NO: 4018234
K00050 : SCOPE:

TO ESTABLISH A TERM CONTRACT FOR THE LEASE OF MAIL EQUIPMENT FOR THE
DEPARTMENTS OF INSURANCE AND FINANCIAL & PROFESSIONAL REGULATION.

ONE MAILING MACHINE WILL BE FOR THE DEPARTMENT OF INSURANCE AND THE OTHER IS FOR THE DEPARTMENT OF FINANCIAL & PROFESSIONAL REGULATION.

BOTH OF THESE DEPARTMENTS SHARE A MAILROOM WHERE BOTH MACHINES WILL BE INSTALLED SO PLEASE BID THE SAME MACHINE FOR EACH LINE.

IT IS THE INTENTION OF THIS STATE OF ILLINOIS AGENCY TO LEASE THIS EQUIPMENT FOR A PERIOD OF THREE YEARS. THE LEASE IS SCHEDULED TO BEGIN UPON ACCEPTANCE OF THE EQUIPMENT AND IS SCHEDULED TO END 36 MONTHS AFTER THAT ACCEPTANCE.

THE DATE OF ACCEPTANCE IS THAT DATE WHICH THE EQUIPMENT IS INSTALLED AND IN GOOD WORKING ORDER. THE LEASE AGREEMENT SHALL TERMINATE UPON COMPLETION OF THE SPECIFIED LEASE PERIOD.

CONTRACT NO: 4018234
K00700 : SPECIAL TERMS AND CONDITIONS (SPECIFIC TO THIS BID)

PRICING:

IN THE UNIT PRICE COLUMN, THE VENDOR SHOULD BID A PER UNIT, PER MONTH LEASE COST FOR EACH SPECIFIC ITEM WHICH MUST INCLUDE: MACHINE LEASE, MAINTENANCE, METER RENTAL AND ALL RATE AND SOFTWARE UPDATES FOR THE ENTIRE TERM. IN ADDITION, WE ARE ASKING THAT A BREAKDOWN OF CONSUMABLE COSTS BE PROVIDED UNDER EACH LINE ITEM.

LEASE PRICES SUBMITTED WITH THIS BID SHALL REMAIN FIRM THROUGHOUT THE LEASE PERIOD. MONTHLY CHARGES FOR LEASE SHALL INCLUDE FULL COVERAGE MAINTENANCE INCLUDING PREVENTIVE MAINTENANCE, ALL SERVICE CALLS AND REPLACEMENT OF DEFECTIVE WORN PARTS.

TRAINING:

AFTER INSTALLATION, THE VENDOR WILL PROVIDE INITIAL TRAINING ON THE OPERATION AND BASIC MAINTENANCE OF EQUIPMENT TO INCLUDE ALL CAPABILITIES OF THE EQUIPMENT.

GUARANTEE:

CONTRACT HOLDER MUST INCLUDE A GUARANTEE THAT IF THE MACHINE DOES NOT PERFORM TO THE STATE OF ILLINOIS' SATISFACTION, IT WILL BE REPLACED WITH A MACHINE OF SIMILAR OR BETTER QUALITY WITH SPECIFICATIONS EQUAL TO OR BETTER THAN THE ONE BEING REPLACED.

FISCAL FUNDING OUT:

THE LEASE AGREEMENT MAY BE CANCELLED FOR FISCAL FUNDING OUT PURPOSES OR FOR DOCUMENTED CAUSE. A THIRTY DAY CANCELLATION NOTICE WILL BE REQUIRED BY THE LEASOR IN WRITING.

FISCAL FUNDING OUT CLAUSE:

STATE SHALL USE ITS BEST EFFORTS TO SECURE SUFFICIENT APPROPRIATIONS TO FUND THIS CONTRACT. HOWEVER, THE STATE, AT ITS SOLE OPTION MAY TERMINATE OR SUSPEND THIS CONTRACT, IN WHOLE OR IN PART, WITHOUT PENALTY OR FURTHER PAYMENT BEING REQUIRED, IF THE ILLINOIS GENERAL ASSEMBLY OR THE FEDERAL FUNDING SOURCE FAILS TO MAKE AN APPROPRIATION SUFFICIENT TO PAY SUCH OBLIGATION OR IF FUNDS NEEDED ARE INSUFFICIENT FOR ANY REASON.

VENDOR NAME AND ADDRESS

MIDWEST MAILING & SHIPPING SYS
 3006 GILL ST
 SUITE A
 BLOOMINGTON, IL 61704-8555

PRIME VENDOR: N
 CONTRACT BEGIN DATE: 02/01/16

CONTACT NAME: COLLEEN RAPPA
 CONTACT PHONE: (309) 661-1144
 CONTACT E-MAIL: COLLEEN@MIDWESTMAILING.COM

CONTRACT NO: 4018233
 PYMT TERMS: NONE
 DELIVERY: 45 DAYS ARO
 VENDOR NO:
 BUSINESS CLASS CODE: WNSJN
 LEGAL STATUS: CORPORATION
 CONTRACT END DATE: 01/31/19

CONTACT FAX: (309) 661-1148

MIDWEST MAILING & SHIPPING SYS
 3006 GILL ST
 SUITE A
 BLOOMINGTON, IL 61704-8555

PRIME VENDOR: N
 CONTRACT BEGIN DATE: 02/01/16

CONTACT NAME: COLLEEN RAPPA
 CONTACT PHONE: (309) 661-1144
 CONTACT E-MAIL: COLLEEN@MIDWESTMAILING.COM

CONTRACT NO: 4018234
 PYMT TERMS: NONE
 DELIVERY: 45 DAYS ARO
 VENDOR NO:
 BUSINESS CLASS CODE: WNSJN
 LEGAL STATUS: CORPORATION
 CONTRACT END DATE: 01/31/19

CONTACT FAX: (309) 661-1148

CONTRACT ITEMS/SERVICES
BY LINE ITEM

T NUMBER: T0080
PAGE NO.: 00005

LINE#	DESCRIPTION/MFGR/BRAND	QUANTITY FROM/TO	UNIT	DISCOUNT	UNIT PRICE
00001	COMMODITY CODE: 5081-009-0610 MAIL PROCESSING EQUIPMENT, UP TO 250 LETTERS PER MINUTE.	36.000	MONTH	N/A	\$ 698.00000
	1) AUTOMATICALLY PROCESSES MIXED WEIGHT AND SIZED MATERIAL (DYNAMIC WEIGHING MODE OR WEIGH-ON-THE-WAY)				
	2) AUTOMATICALLY FEEDS, SEALS (NESTED OR NON-NESTED), IMPRINT POSTAGE AND STACK UP TO 250 LETTERS PER MINUTE.				
	3) SIZE: MUST BE ABLE TO HANDLE VARIOUS SIZES RANGING FROM POSTCARDS TO 13" X 13" FLATS.				
	4) STACKER: SYSTEM MUST INCLUDE A STACKER TO COLLECT ENVELOPES.				
	5) ABILITY TO TRACK COSTS AND EXPORT REPORTS FOR MAILING ACTIVITIES OF UP TO 25 DEPARTMENTS.				
	6) PRINTER: SYSTEM MUST INCLUDE A PRINTER CAPABLE OF PRINTING REPORTS OF MAILING ACTIVITIES.				
	7) AUTOMATIC DOWNLOADS OF RATES FROM THE POST OFFICE.				
	8) AUTOMATIC DOWNLOADS OF POSTAGE REFILLS TO METERS FROM VENDOR.				
	9) ABILITY TO DOWNLOAD FUNDS TO MULTIPLE MACHINES.				
	10) PLATFORM SCALES UP TO 70 POUND CAPACITY.				
	MEETS ALL SPECIFICATIONS				

VENDOR: MIDWEST MAILING & SHIPPING SYS
:
CONTRACT NO: 4018233
BRAND: NEOPOST MODEL: 155000

00002	COMMODITY CODE: 5081-009-0610 MAIL PROCESSING EQUIPMENT, UP TO 250 LETTERS PER MINUTE.	36.000	MONTH	N/A	\$ 698.00000
	1) AUTOMATICALLY PROCESSES MIXED WEIGHT AND SIZED MATERIAL (DYNAMIC WEIGHING MODE OR WEIGH-ON-THE-WAY)				
	2) AUTOMATICALLY FEEDS, SEALS (NESTED OR NON-NESTED), IMPRINT POSTAGE AND STACK UP TO 250 LETTERS PER MINUTE.				

LINE#	DESCRIPTION/MFGR/BRAND	QUANTITY FROM/TO	UNIT	DISCOUNT	UNIT PRICE
00002	CONTINUED....				
3)	SIZE: MUST BE ABLE TO HANDLE VARIOUS SIZES RANGING FROM POSTCARDS TO 13" X 13" FLATS.				
4)	STACKER: SYSTEM MUST INCLUDE A STACKER TO COLLECT ENVELOPES.				
5)	ABILITY TO TRACK COSTS AND EXPORT REPORTS FOR MAILING ACTIVITIES OF UP TO 25 DEPARTMENTS.				
6)	PRINTER: SYSTEM MUST INCLUDE A PRINTER CAPABLE OF PRINTING REPORTS OF MAILING ACTIVITIES.				
7)	AUTOMATIC DOWNLOADS OF RATES FROM THE POST OFFICE.				
8)	AUTOMATIC DOWNLOADS OF POSTAGE REFILLS TO METERS FROM VENDOR.				
9)	ABILITY TO DOWNLOAD FUNDS TO MULTIPLE MACHINES.				
10)	PLATFORM SCALES UP TO 70 POUND CAPACITY.				
	MEETS ALL SPECIFICATIONS				

VENDOR: MIDWEST MAILING & SHIPPING SYS

:

CONTRACT NO: 4018234

BRAND: NEOPOST

MODEL: 155000