

Customer

Organization	PACIFIC COUNTY AUDITORS		
DBA			
Address	PO Box 97		
City State Zip	SOUTH BEND	WA	98586
Phone	(360) 875-9300	Fax	

Purchase Order - Lease

NASPO/ValuePoint Contract #: CTR058809

and / or

State Participating Addendum (PA) #:

15622-02 (WA)

Vendor

Company Name	Quadient Leasing USA Inc. FEDERAL ID# 94-2984524		
Attention	Government Sales	DUNS# 150836872	
Address	478 Wheelers Farms Rd		
City State Zip	Milford	CT	06461
Phone	(866) 448-0045	Fax	(203) 301-2600

Ship To

Organization	PACIFIC COUNTY AUDITORS		
Attention	Alex Gerow		
Address	300 MEMORIAL AVE		
City State Zip	SOUTH BEND	WA	98586
Phone	(360) 875-9300	Email	agerow@co.pacific.wa.us

P.O. Number	P.O. Date	Requisitioner	Shipped Via	F.O.B. Point	Terms
			Ground	Destination	Quarterly Invoicing

QTY	Unit	Description	Unit Price	Total
60	Months	Lease Payment	\$492.32	\$29,539.20

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

Products

QTY	Product ID	Description
1	SMARTIX7DW149	IX-7; 10lb WP + 149lb Ship Scale w/Display; DS; PC; Zera Label Printer; SMART Mail Center SW w/5 M
1	SMART-REM-CONFIG	S.M.A.R.T. Remote Configuration Training
1	7465288-03	Thermal Labels, 475 Labels Per Roll, Size 4" x 6"
1	SMARTDESKMOUNT	S.M.A.R.T. Desk Mount - Keyboard w/touchpad mouse, Tray & Pole w/Hardware

- 1) Order is governed under the terms and conditions of the NASPO/ValuePoint Master Price Agreement Contract Number CTR058809. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.

- 2) Payments will be sent to:
 Quadient Leasing USA, Inc.
 Dept 3682
 PO Box 123682
 Dallas TX 75312-3682

- 3) Send all correspondence to;
 Quadient Leasing USA, Inc.
 478 Wheelers Farms Rd
 Milford CT 06461
 Phone: 203-301-3400
 Fax: 203-301-2600

 Authorized by _____ Date _____

 Print Name _____ Title _____



Why Wait Program Agreement

The Quadient Leasing Why Wait program entitles you to upgrade your Quadient equipment up to 6 months prior to the end of the term of your Current Lease. Your new lease term will automatically commence and billing will begin after your Current Lease has reached the end of its current term. The transition from your Current Lease to the New Lease will be seamless.

By electing to participate in this program, you agree to the following:

- You agree to continue making payments on lease number N18073066 through the end of its Initial Term or, if applicable, the current Renewal Term.
- The term of the new lease, being signed concurrently with this agreement, ("New Lease") will commence when the Current Lease reaches the end of its Initial Term or, if applicable, the current Renewal Term.
- The Products that are subject to the Current Lease will be replaced with the Products identified in the New Lease for the remainder of the Current Lease's Initial Term or, if applicable, the current Renewal Term.
- If a subscription to the Impress Platform is included on the New Lease, then any associated Usage Fees will be in addition to the payments on the Current Lease and the New Lease.
- The replaced products from the Current Lease must be returned to us within thirty (30) days of the effective date of this agreement.

Company: PACIFIC COUNTY AUDITORS

Signature: _____

Name (printed): _____

Title: _____

Date: _____

Company: Quadient Leasing USA Inc.

Signature : _____

Name (printed): _____

Title: _____

Date: _____

Final S.M.A.R.T.® DRD (Discovery and Review Document)

Reseller Information	
*Name:	John Collins
*Title:	Systems and Workflow Specialist
*Office/District/Dealer:	West
*Telephone:	503.989.9840
*Cell Number:	
*Email:	j.collins@neopost.com

Account/Customer Information	
*Customer Name:	PACIFIC COUNTY AUDITORS
*Address:	300 Memorial Dr
Address 2:	
City, State Zip	South Bend, WA 98586
*Phone:	(360) 875-9313
*Website:	
*Contact Name:	Alex Gerow
*Title:	Auditor
*Contact Email:	agerow@co.pacific.wa.us
*Phone:	(360) 875-9313 x
Cell:	
Additional Information:	Customer is upgrading and existing EMS

Kickoff Call Email Contact:	
*Contact Name:	Alex Gerow
*Email:	agerow@co.pacific.wa.us

The email address entered as the Software End User on the sales order paperwork will receive the welcome email. This recipient should be the System Admin.

Customer's Need of S.M.A.R.T. Modules:	
<p>*Will the customer ship with express carriers or USPS package services? (Includes USPS Priority Mail and Package Service)</p>	<p><input checked="" type="checkbox"/> YES If yes, complete pages 3 & 4</p> <p><input type="checkbox"/> NO</p>
<p>*S.M.A.R.T. <u>REQUIRES</u> Quadient Postage Funding to be setup. The Mailing Module can be funded by either Quadient Postage Funding or Pre Pay. If Shipping is not a large part of their workflow, they still will have to create an account as a back up.</p>	<p>Shipping Modules requires Quadient Postage Funding</p> <p><input checked="" type="checkbox"/> Explained Quadient Postage Funding and the process for removing the client from ACH</p> <p>If the client rejects Quadient Postage Funding then move the opportunity to EMS.</p>
<p>*Will the customer process letter mail, flats or post cards? (ERR requires Connect Suite)</p>	<p><input checked="" type="checkbox"/> YES If yes, complete page 5</p> <p><input type="checkbox"/> NO</p>
<p>*Will the customer utilize accounting to track mailing & shipping expenses?</p>	<p><input checked="" type="checkbox"/> YES If yes, complete page 6</p> <p><input type="checkbox"/> NO</p>
<p>*Will the customer require reports or data exports?</p>	<p><input checked="" type="checkbox"/> YES If yes, complete page 7</p> <p><input type="checkbox"/> NO</p>

USPS® package services, UPS®, FedEx® and DHL® Application Workflow Shipping	
* How many locations does your company currently have that will use S.M.A.R.T.'s shipping module?	1
* What system(s) does your company use for shipping parcels?	Currently goes to USPS or carrier websites, EMS
* How do/will they ship packages?	<input checked="" type="checkbox"/> Handwritten traveler document <input type="checkbox"/> Automated traveler document <input type="checkbox"/> Create fully compliant carrier label at desktop (Remote desktop user) <input checked="" type="checkbox"/> Centralized Mailing and/or Shipping Station (example EMS, Neoship) <input checked="" type="checkbox"/> Other (please describe): <input type="text" value="Goes to Post Office"/>
* Are there any exceptions to the methods we just discussed?	<input type="checkbox"/> Yes, please explain <input type="text" value="Explain here"/> <input checked="" type="checkbox"/> No
* How are/will addresses entered into the shipping system(s)?	<input checked="" type="checkbox"/> Manual Input <input checked="" type="checkbox"/> Address Book <div style="margin-left: 400px;"> <input checked="" type="checkbox"/> Select from the S.M.A.R.T. address book (AB). Explain how the AB is updated : <input type="text" value="Manual Update"/> </div> <div style="margin-left: 400px;"> <input type="checkbox"/> RTI Address Lookup to a AB outside of S.M.A.R.T.* </div> <div style="margin-left: 400px;"> <input type="checkbox"/> Batch </div> <div style="margin-left: 400px;"> <input type="checkbox"/> Integration </div> <div style="margin-left: 400px;"> <input type="checkbox"/> Simple integration (Unique package id is entered and shipment information is pulled from a CSV file) </div> <div style="margin-left: 400px;"> <input type="checkbox"/> RTI Package ID Lookup* (Unique package id is entered and shipment information is pulled from a datasource outside of S.M.A.R.T.) </div>
*S.M.A.R.T. RTI requires an SOW to be created and a professional service quote	

USPS® package services, UPS®, FedEx® and DHL® Shipping Information	
* When shipping a package are there any rules that are used to determine how the package is shipped?	Based on time and cost
* Which carriers are you currently or will be using?	<input checked="" type="checkbox"/> UPS <input type="checkbox"/> SurePost <input checked="" type="checkbox"/> FedEx <input type="checkbox"/> SmartPost® <input checked="" type="checkbox"/> USPS <input type="checkbox"/> DHL (International Only)
* How many carrier account numbers will be used?	1 UPS 1 FEDEX DHL <input checked="" type="checkbox"/> Informed client needs to provide a recent carrier bill for each UPS account to be commissioned during configuration.
* Are you currently or will you be using USPS manifesting? S.M.A.R.T. supports USPS eVS manifesting.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
* Do you or will you print DHL commercial invoices for international shipments? S.M.A.R.T. will create commercial invoices for both in the future	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
* Do you ship lithium batteries? (This includes shipping laptops) S.M.A.R.T. will support lithium battery shipments in the future	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
* Do you ship any other Hazardous materials? S.M.A.R.T. does not currently support Hazardous Material	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
* Do you or will you process batch shipments?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
* Do you utilize Custom / Regional / LTL Carriers? S.M.A.R.T. will support these types of carriers in the future.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
* Do you use or will you use 3rd party insurance?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
* S.M.A.R.T. offers Return Services. Please check the services that you will/currently utilize.	<input type="checkbox"/> UPS Print Return Label <input type="checkbox"/> FedEx Print Return Label

USPS Application Workflow	
* How many locations process mail and how many mail machines are required?	Number of locations <u>1</u> Number of mail machines <u>1</u>
* What mailing system(s) does your company currently use to process mail?	<input checked="" type="checkbox"/> Neopost <div style="float: right; border: 1px solid black; padding: 2px;"> Model(s) IN700 EMS </div>
* What is your monthly postage spend for mailing and shipping? <small>All iX-9 and iX-9 w/SMART have a default credit limit of \$20k for QPF with no Flex Fees. Credit lines are based on 2x the average monthly postage spend.</small>	<u>3.31</u> If the value is greater than \$20K monthly for an iX-9 or \$8.5K for any other iX, please complete a QPF Credit Line increase form. Quadient Postage Funding Credit Limit Increase Form
* What is the current funding method used for your postage meter(s)?	<input type="checkbox"/> ACH <input type="checkbox"/> Prepay <input type="checkbox"/> PB Reserve Account <input type="checkbox"/> TMS <input checked="" type="checkbox"/> Quadient Postage Funding/Neofunds
Provide POC or TMS account number(s) if applicable	<u>8056274</u>

* Do you process Electronic Return Receipt or Electronic Certified? <small>If yes, what system will they use to do ERR? _____</small> <small>Connect Suite must be used for these applications</small>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
* Do you have a need for differential weighing? <small>Differential weighing is only available on the iX scales</small>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
* Have you explained Work Ahead or Scan and Drop? <small>Work Ahead/Scan and Drop increases productivity by not requiring the operator to stop the mail systems when changing account numbers.</small>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
* Do you require a separate address label to be generated for mail pieces? <small>S.M.A.R.T. will support address labels in the future.</small>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Application Workflow	
* Do you or will you have accounts / departments setup and will they be used to track mailing and shipping spend? <small>If your client is not using accounting please skip down to handling charges in this section.</small>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
* How many levels of accounting will you use? <small>S.M.A.R.T supports up to 5 levels</small>	<u>1</u>

* Where will the Chargeback Accounts be looked up?	<input checked="" type="checkbox"/> S.M.A.R.T. Data Source <input type="checkbox"/> External Data Source <i>*S.M.A.R.T. RTI requires an SOW to be created and a professional service quote</i>
* Client Account Terminology	Departments
* Parent Child for multi-level accounting?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
* Do you use accounting budgets?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
* Do you use handling charges? <i>Handling charges by weight and extra services will be added in the future</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Application Workflow	
* What reports will you require?	<i>Pieces and postage by month, class and carrier</i> <i>Reconciliation with QPF by month</i>
Are you interested in using report scheduling?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
* How will you export data from S.M.A.R.T.?	<input checked="" type="checkbox"/> Report (Save report to a CSV format)* <input type="checkbox"/> Simple integration Export (Scheduled CSV export*) <input type="checkbox"/> RTI After Shipment Process (Exports all transactions in a real-time manner to a data source outside of S.M.A.R.T.)** <input type="checkbox"/> NA <i>*Requires a sample CSV file export file</i> <i>**S.M.A.R.T. RTI requires an SOW to be created and a professional service quote</i>

S.M.A.R.T. Hardware Configuration Details:					
* Will client be using their own PC to connect to the Postage Meter?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Note: S.M.A.R.T. packages come with a PC that has been tested and is fully supported to work with the mailing system. If a client wishes to provide their own PC then there is an additional configuration fee. If there is an issue that is deemed to be caused by the customer provided PC our support team will stop working on a solution at that point.					
* Experience	Mail Room	Desktop Request to Send		Desktop Print	
* Number of Users	3			3	
Note: Managers stations count as mailroom users. SMART remote install includes training for 5 mailroom users and 10 desktop users. If there are more users then the client can either add additional training or opt for train the trainer training which will require the users that were trained to train all the additional users.					
* Mailing System	iX-3	iX-5	iX-7	iX-7PRO	iX-9
S.M.A.R.T. interfaces to iX-Series systems only.					
* Mailing System Base Quantity			1		
* Dynamic Scale Quantity	NA	NA	1		
* Conveyor Quantity	NA	NA			
Note: All iX S.M.A.R.T. bundles have the following accessories: weighing platform, Power Line Conditioner, All-in-One PC, and Thermal Printer. For additional details on bundles, please review the Pricebook					
* iX-Series Scale Quantity					
	10 lb.	1			
	30 lb.				
	70 lb.				
* Printers Quantity					
	4 x 6 Shipping Label Printer	1			
	Mail System ELD				
	Report Printer				
* Shipping Label Rolls Quantity					
	4x6	1			
	4x6 with document tab				
* Mettler Toledo Scales Quantity (Used with Shipping Module)					
	30lb.				
	70lb includes display.				
	149lb includes display	1			
* Mettler Toledo 30lb Display Kit Quantity					
* USB Wireless Scanner Quantity					
* Desktop Print User Printers Quantity(Only be used with the S.M.A.R.T. Desktop Print Experience)					
	Brother Thermal 4 x 6 Thermal Label Printer				
	Brother Networked 4 x 6 Thermal Label Printer				
* Elane Scales Quantity(Only used with S.M.A.R.T. Desktop Print and RTS Experience)					
	10 lb.				
	30 lb.				
	70 lb.				

S.M.A.R.T. Additional Configuration Details:	
* Furniture:	<input type="checkbox"/> Quadient Supplied Furniture See here for details <input checked="" type="checkbox"/> Customer Supplied Furniture <ul style="list-style-type: none"> • Customer is responsible for any mounting kit drilling needs on customer provided furniture. • They will need to have a drill, tape measure and 3/8" drill bit for a desk mount and a drill, tape measure, stud finder and a 1/8" drill bit for a wall mount. • See page X for details
* Power Requirements	<input checked="" type="checkbox"/> 4 power outlets available <input type="checkbox"/> Less than 4 power outlets available
* PC Mounting	<input checked="" type="checkbox"/> Computer Stand (SMARTCOMPSTAND) <input type="checkbox"/> Desk Mount (SMARTDESKMOUNT) – Recommended for iX-5 and iX-7 packages and comes with accessories for both options: <ul style="list-style-type: none"> <input type="checkbox"/> C-Clamp – The furniture must have a lip to support the clamp. (Maximum clamp gap is 2 3/4 inches.) <input type="checkbox"/> Drilled Hole – The table requires a ledge to clamp the arm to <input type="checkbox"/> Wall Mount (SMARTWALLMOUNT) – PC is mounted to the wall similar to a TV See here for details
* Configuration & Training Experience	<input checked="" type="checkbox"/> Remote <input type="checkbox"/> Local Certified Technician Name <u>Shawn Hasenauer</u>
* Service Manager <i>Note: S.M.A.R.T. welcome email will be sent to the Postage Meter Contact</i>	Name: <u>Jeff Thompson</u> Email: <u>j.thompson@quadient.com</u>

S.M.A.R.T. Support and Technical Documents:	
<p>* Will you provide the S.M.A.R.T. Technical Specifications and Device Manager White Paper to the client's IT department before an order is accepted?</p>	<p> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No </p> <p>https://portal.neopostinc.com/myNeopost/marketing/product-information.aspx</p>
<p>* I will provide the Technical Specifications Document and Device Manager White Paper to the IT department. I have reviewed the S.M.A.R.T. DRD and agree the details are correct.</p>	<p> Client Signature: _____ Date: _____ </p> <p> Specialist/ Sales Manager Signature: _____ Date: _____ </p>