



12 South Center Street  
Bensenville, IL 60106

Office: 630.350.3404  
Fax: 630.350.3438  
[www.bensenville.il.us](http://www.bensenville.il.us)

**VILLAGE BOARD**

**President**  
Frank DeSimone

**Board of Trustees**  
Rosa Carmona  
Ann Franz  
Marie T. Frey  
McLane Lomax  
Nicholas Panicola Jr.  
Armando Perez

**Village Clerk**  
Nancy Quinn

**Village Manager**  
Evan K. Summers

March 2, 2023

Ms. Helen Oliver  
Email: [h.oliver@quadient.com](mailto:h.oliver@quadient.com)

Re: February 28, 2023 FOIA Request

Dear Ms. Oliver:

I am pleased to help you with your February 28, 2023 Freedom of Information Act ("FOIA"). The Village of Bensenville received your request on February 28, 2023. You requested copies of the items indicated below:

*"I am requesting a copy of the postage equipment lease for the mailing equipment used at your facility."*

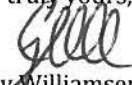
After a search of Village files, the following information was found responsive to your request:

- 1) Village of Bensenville Resolution No. R-131-2018. (4 pgs.)

These are all the records found responsive to your request.

Do not hesitate to contact me if you have any questions or concerns in connection with this response.

Very truly yours,

  
Corey Williamsen  
Freedom of Information Officer  
Village of Bensenville

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**From:** Mary Ribando  
**Sent:** Tuesday, February 28, 2023 8:37 AM  
**To:** Corey Williamsen  
**Cc:** Evan Summers  
**Subject:** FW: Online Form Submittal: Contact Village Manager

12902

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**From:** noreply@civicplus.com <noreply@civicplus.com>  
**Sent:** Monday, February 27, 2023 9:01 PM  
**To:** Mary Ribando <MRibando@bensenville.il.us>  
**Subject:** Online Form Submittal: Contact Village Manager

CAUTION: This email originated from outside of the organization.

## Contact Village Manager

Please use this form to contact the staff member. This email will be sent directly to the Village Managers Office.

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First Name	Helen
Last Name	Oliver
Phone Number	8669920799
Email Address	<a href="mailto:h.oliver@quadiant.com">h.oliver@quadiant.com</a>
Your Email Subject	<a href="mailto:h.oliver@quadiant.com">h.oliver@quadiant.com</a>

Your Message

I am writing to follow-up on my recent public records request.

I am requesting a copy of the postage equipment lease for the mailing equipment used at your facility listed below:

BENSENVILLE VILLAGEv

I believe it may be Pitney Bowes equipment (Pitney Bowes Global Financial) or FP Mailing Solutions equipment.

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If your equipment was purchased, please send a copy of the purchase agreement for the owned equipment.

Thank you in advance for helping me with this request.

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Email not displaying correctly? [View it in your browser.](#)

**RESOLUTION NO** R-131-2018

**RESOLUTION AUTHORIZING A POSTAGE MACHINE GOVERNMENT  
PRODUCT LEASE AGREEMENT WITH NEOPOST**

WHEREAS, the VILLAGE OF BENSENVILLE (hereinafter "VILLAGE") is a municipal corporation established and existing under the laws of the State of Illinois pursuant to the Illinois Municipal Code, 65 ILCS 5/1-1-1 et seq.; and

WHEREAS, the Village currently leases two postage machines from the NEOPOST to process various mails at the Village Hall and at the Police Department.

WHEREAS, the Village President and Board of Trustees of the Village of Bensenville, DuPage and Cook Counties, Illinois (the "Corporate Authorities") have determined that it is in the best interest of the Village to renew the Lease Agreement for another term of 5 years for two machines at a lower monthly rate than the current rate.

NOW THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Bensenville, DuPage, and Cook Counties, Illinois, as follows:

**SECTION ONE:** The recitals set forth above are incorporated herein and made a part hereof.

**SECTION TWO:** The Village Board authorizes and approves this Resolution authorizing the execution of the lease agreement with NEOPOST.

**SECTION THREE:** The Village President is hereby authorized and directed to execute on behalf of the Village of Bensenville, and the Deputy Clerk is hereby authorized to attest thereto the necessary paperwork.

**SECTION FOUR:** This Resolution shall take effect immediately upon its passage and approval as provided by law.

PASSED AND APPROVED by the President and Board of Trustees of the Village of Bensenville, Illinois this 23rd day of October 2018.

APPROVED

  
\_\_\_\_\_  
Frank DeSimone, Village President

ATTEST:   
Nancy Quinn, Village Clerk

Ayes: Carmona, Franz, Jaworska, Panicola

Nays: None

Absent: Lomax, Perez



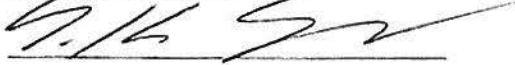
**Why Wait Program Agreement**

The Neopost Why Wait program entitles you to upgrade your Neopost 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 N13101024 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.
- The replaced products must be returned to Us within thirty (30) days of the effective date of this agreement.

Company: Village of Bensenville

Signature: 

Name (printed): Evan Summers

Title: Village Manager

Date: October 23, 2018

Company: MailFinance Inc.

Signature : \_\_\_\_\_

Name (printed): \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Section (A) Office Information**

Office Number	Office Name	Phone #	Date
2870	Neopost Great Lakes District	(630) 238-7800	10/09/2018

**Section (B) Billing Information**

Company Name	Village of Bensenville		
DBA			
Billing Address	12 S Center St		
City State Zip+4	Bensenville,	IL	
Contact Name	Amit Thakker	Phone	(630) 350-3497
Contact Title	Purchasing Director	Fax	
Email Address	athakker@bensenville.il.us	PO #	

**Section (C) Installation Information (if different from billing information)**

Company Name	Village of Bensenville		
Installation Address	12 S Center St		
City State Zip+4	Bensenville,	IL	
Contact Name	Amit Thakker	Phone	(630) 350-3497
Contact Title	Purchasing Director	Fax	
Email Address	athakker@bensenville.il.us		
Main Post Office		PO 5-Digit Zip Code	

**Section (D) Products**

Qty	Model / Part Number	Description (include Serial Number, if applicable)
1	IN700SH	IN Series 700 Base w/ Mixed Size Feeder, sealer and drop tray
1	INDS7	Dynamic Weighing Platform for IN Series 700/750 Bases
1	INWVP10	IN Series 10 lb Weighing Platform

**Section (E) Lease Payment Information & Schedule**

Tax Status <input type="checkbox"/> Taxable <input checked="" type="checkbox"/> Tax Exempt Certificate attached	Number of Months	Monthly Payment (Plus applicable taxes)
	First 60	\$322.62
Billing Frequency <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Annually	Current Lease Number <b>N13101024</b>	
Billing Method <input type="checkbox"/> Standard <input checked="" type="checkbox"/> Arrears	<input type="checkbox"/> ACH (Customer to submit authorization form)	
<input checked="" type="checkbox"/> Supply Auto Ink Order - Requires NeoFunds/TotalFunds		

**Section (F) Postage Meter & Postage Funding Information**

Meter Model	IN700AI	Machine Model	IN700SH
Postage Funding Method: <input checked="" type="checkbox"/> Bill Me <input type="checkbox"/> Prepay by Check <input type="checkbox"/> ACH Debit (Submit customer authorization form) <input type="checkbox"/> OMAS <input type="checkbox"/> CPU (include authorization form)		Postage Funding Account: <input checked="" type="checkbox"/> POC <input type="checkbox"/> TMS <input type="checkbox"/> New <input checked="" type="checkbox"/> Existing Existing Account Number: 47162226	
Agency Code		Sub Agency Code	

**Service Products (Check all that apply)**

<input checked="" type="checkbox"/> Online Postal Rates iMeter™ App (SP10)
<input type="checkbox"/> Online Postal Expense Manager iMeter™ App (SP20/NeoStats)
<input type="checkbox"/> Online E-Services iMeter™ App (SP30)
<input type="checkbox"/> NeoShip PLUS - Requires NeoFunds/TotalFunds (EP70)
<input type="checkbox"/> NeoShip Install & User Guide (EP70GUIDES)
<input type="checkbox"/> RunMyMail <input type="checkbox"/> 3G/4G Cell Service
<input checked="" type="checkbox"/> Maintenance - Standard
<input checked="" type="checkbox"/> Installation/Training
<input type="checkbox"/> Software Support

**Section (G) Approval**

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

This document consists of a Government Product Lease ("Lease") with MailFinance Inc.; and a Postage Meter Rental Agreement ("Rental Agreement"), 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 received, read, and agree to all applicable terms and conditions (version Government-Equipment-Lease-Terms-USPS-Direct-v4-16), which are also available at <https://www.neopost.com/terms/government-equipment-lease-terms-usps-direct-v4-16.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

**Evan Summers, Village Manager**  
Print Name and Title

**10/23/18**  
Date Accepted

Accepted by Neopost USA and its Affiliates

Date Accepted