

**CITY CLERK
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C-8129-4
09/22/2015

AMENDMENT NO. 4

AGREEMENT FOR DUPLICATING AND MAIL SERVICES
(City of Glendale Solicitation No. RFP 12-39, Contract No. C-8129)

This Amendment No. 4 ("Amendment") to the Agreement for Duplicating and Mail Services ("Agreement") is made this 22 day of September 2015, ("Effective Date"), by and between the City of Glendale, an Arizona municipal corporation ("City") and Novitex Enterprise Solutions, Inc., a Delaware corporation authorized to do business in Arizona ("Contractor").

RECITALS

- A. City and Pitney Bowes Management Services, Inc., ("Contractor") previously entered into an Agreement for Duplicating and Mail Services, Contract No. C-8129, dated September 1, 2012 ("Agreement"); and
- B. The Agreement had an initial one-year term beginning September 1, 2012 through August 31, 2013 and provided the option to extend for an additional four (4) years in one-year increments; and
- C. City and Contractor previously entered into Agreement Amendment No. 1, extending the term of the Agreement from September 1, 2013 through August 31, 2014 and with a Mail Services Management Fee increase to \$9,304.41 per month; and
- D. City and Contractor previously entered into Agreement Amendment No. 2, authorizing Contractor to reassign contract to Novitex Enterprise Solutions Inc.; and
- E. City and Contractor previously entered into Agreement Amendment No. 3, extending the term of the Agreement from September 1, 2014 through August 31, 2015; and
- F. City and Contractor wish to modify and amend the Agreement subject to and strictly in accordance with the terms of this Amendment.

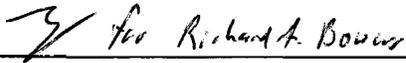
AGREEMENT

In consideration of the mutual promises set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Contractor hereby agree as follows:

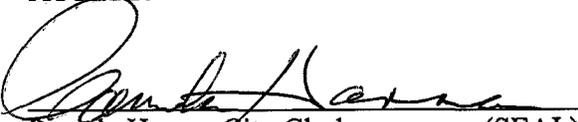
1. **Recitals.** The recitals set forth above are not merely recitals, but form an integral part of this Amendment.
2. **Term.** The term of the Agreement is extended for a one-year period from September 1, 2015 through August 31, 2016, unless otherwise terminated or canceled as provided by the Agreement. All other provisions of the Agreement except as set forth in this Amendment shall remain in their entirety.
3. **Scope of Work.** The Scope of Work shall be amended to include Mail Courier Service, per Exhibit C.
4. **Compensation.** The compensation of the Agreement is amended as of September 1, 2015 and shall be revised in accordance with Exhibits A, B, and C; and shall not exceed \$500,000.00 annually.
5. **Insurance Certificate.** Current certificate will expire on October 1, 2015, and a new certificate applying to the extended term will be provided prior to this date to Materials Management and the Contract Administrator.
6. **Ratification of Agreement.** City and Contractor hereby agree that except as expressly provided herein, the provisions of the Agreement shall be, and remain in full force and effect and that if any provision of this Amendment conflicts with the Agreement, then the provisions of this Amendment shall prevail.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE.]

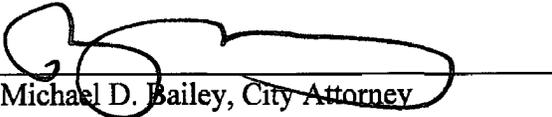
CITY OF GLENDALE, an Arizona
municipal corporation


Richard A. Bowers, Acting City Manager

ATTEST:


Pamela Hanna, City Clerk (SEAL)

APPROVED AS TO FORM:


Michael D. Bailey, City Attorney

Novitex Enterprise Solutions, Inc.,
a Delaware corporation


By: _____
Its: **Michelle Tierney**
EVP Service Delivery

Exhibit A



Michelle Tierney
Executive Vice President
Service Delivery

Novitex Enterprise Solutions
Second Floor West
300 First Stamford Place
Stamford, CT
06902
T: 203-487-5406
michelle.tierney@novitex.com
www.novitex.com

August 18, 2015

City of Glendale
Susan Matousek
Revenue Administrator
5850 W. Glendale Ave.
Glendale, Arizona 85301

Dear Ms. Matousek,

Re: Escalator Increase – RFP 12-39

This letter will serve as notification to The City of Glendale Arizona regarding the proposed increase from Novitex Enterprise Solutions pursuant to exhibit "B Compensation", section 5.3 Extended Annual cost dated September 1, 2012.

The Consumer Price Index for all urban consumers for June 2015, reported in August 2015, the index equates to a zero point one two four (.124%) pricing increase.

Accordingly, your monthly Mail Services Management Fee will increase to \$9,472.01 per month effective with the September 2015 services.

All other terms and conditions of the Agreements shall remain in effect.

We appreciate the business partnership we enjoy with the City of Glendale Arizona and thank you for your business.

Should you have any questions or concerns please feel free to contact me at the number listed below.

Sincerely,

Michelle Tierney

E-Signed: 08/20/2015 11:30 AM CST

Michelle Tierney

michelle.tierney@novitex.com

IP: 107.181.26.252

DocID: 20150820102324929

Exhibit B



Michelle Tierney
Executive Vice President
Service Delivery

Novitex Enterprise Solutions
Second Floor West
300 First Stamford Place
Stamford, CT
06902
T: 203-487-5406
e-mail: michelle.tierney@novitex.com
www.novitex.com

City of Glendale
Susan Matousek
Revenue Administrator
5850 W. Glendale Ave.
Glendale, Arizona 85301

Dear Ms. Matousek,

Re: Escalator Increase – Courier

This letter will serve as notification to the City of Glendale regarding the proposed increase from Novitex Enterprise Solutions courier agreement dated April 1, 2013.

The Consumer Price Index for all urban consumers for June 2015, reported in August 2015, the index equates to a zero point one two four percent (.124%) pricing increase.

Accordingly, your daily Mail Services Courier Fee will increase to \$40.60 per day effective with the September 2015 services.

All other terms and conditions of the Agreements shall remain in effect.

We appreciate the business partnership we enjoy with the City of Glendale Arizona and thank you for your business.

Should you have any questions or concerns please feel free to contact me at the number listed below.

Sincerely,

Michelle Tierney

E-Signed | 09/29/2015 11:31 AM CST
Michelle Tierney
michelle.tierney@novitex.com
IP: 107.191.26.252

AMENDMENT NO. 4

AGREEMENT FOR DUPLICATING AND MAIL SERVICES
(City of Glendale Solicitation No. RFP 12-39, Contract No. C-8129)

EXHIBIT C

Pitney Bowes Management Services will provide mail courier service Monday-Friday (excluding City of Glendale holidays) for the City of Glendale at the rate of \$40.60 per day. The mail should be delivered to the City office 7:00-7:30 A.M. daily. This agreement will remain in place until such written notification 60 days in advance by either party of intent to cancel. There will be a 3% increase in the cost of services each year on the anniversary of the commencement date.