



Department of General Services
Procurement Division
707 Third Street, 2nd Floor
West Sacramento, CA 95605-2811

State of California
**National Association of State
Procurement Officials
Master Price Agreement
Non-Mandatory
User Instructions
(Supplement #1)**

CONTRACT NUMBER:	7-08-99-05
CONTRACTOR:	PITNEY BOWES, INC.
PRODUCTS/SERVICES:	Postage and Mail Processing Equipment
CONTRACT TERM:	9/19/2008 through 11/13/2012
DISTRIBUTION LIST:	N/A

The purpose of this supplement is to incorporate the following changes into the User Instructions for this Master Price Agreement:

- 1) Update Section 2. **STATE OF CALIFORNIA, PROCUREMENT DIVISION, CONTACT** person as shown below:

STATE OF CALIFORNIA, PROCUREMENT DIVISION, CONTACT

Department of General Services, Procurement Division
Multiple Award Program - WSCA
707 Third Street, 2nd Floor, MS #202
West Sacramento, CA 95605-2811

Contact: Stacy Jarvis
Phone: (916) 375-4378
Fax: (916) 375-4663
E-Mail: stacy.jarvis@dgs.ca.gov

ORIGINAL SIGNATURE ON FILE

Kayla Dann, Manager, Multiple Award Program

10/26/2016

Effective Date

NATIONAL ASSOCIATION OF STATE PROCUREMENT OFFICIALS (NASPO)
POSTAGE AND MAIL PROCESSING EQUIPMENT
USER INSTRUCTIONS

- 2) Updates Section 4. **NASPO BASE CONTRACT** indicating the location for the NASPO contract. The NASPO contract is now located on the DGS/PD website and at BidSync.

This NASPO contract is based on some or all of the products and/or services and prices from NASPO Postage and Mail Processing Equipment Contract, Massachusetts # OFF22.

A copy of the actual NASPO Master Agreement is available on the Internet at:

<http://www.dgs.ca.gov/pd/Programs/Leveraged/wsca/NASPO.aspx>

or

<http://www.bidsync.com/DPX?ac=agencycontview&contid=3507>

- 3) Update Section 6. **GUIDELINES/RULES**, Paragraph a. to include statement about use of the State Financial Marketplace when exercising lease or rental options.
- a. Ordering state agencies must follow all applicable state mandated guidelines, e.g., State Administrative Manual, Management Memos, Agency Directives, California Acquisition Manual and California Codes including the use of the State Financial Marketplace for lease or rental options.
- 4) Update **ATTACHMENT A – NASPO CONTRACT ORDERING INFORMATION** to revise the internet locations for the NASPO Massachusetts Master Price Agreement OFF22 and Contractor Pricing; and to revise Pitney Bowes contact information.

**NATIONAL ASSOCIATION OF STATE PROCUREMENT OFFICIALS (NASPO)
POSTAGE AND MAIL PROCESSING EQUIPMENT
USER INSTRUCTIONS**

ATTACHMENT A

NASPO CONTRACT ORDERING INFORMATION

Contractor Name	PITNEY BOWES, INC.
Contract Number	7-08-99-05
Contract Term Dates	9/19/2008 through 11/13/2012
NASPO Master Agreement	http://www.dgs.ca.gov/pd/Programs/Leveraged/wsca/NASPO.aspx or http://www.bidsync.com/DPX?ac=agencycontview&contid=3507
CA General Provisions	Attached
CA Participating Addendum	Attached
Ordering Address	3775 N Freeway Blvd, Suite 100 Sacramento, CA 95834
Primary Contact	John Fitzpatrick
Phone	(916) 320-4076
Fax	(203) 420-4076
Email	John.fitzpatrick@pb.com
Secondary Contact	Bill Walter
Phone	(916) 477-6821
Email	Bill.walter@pb.com
Pricing (Website) Category Warranty Delivery Shipping Freight	http://www.bidsync.com/DPX?ac=agencycontview&contid=3507
Contractor Ownership Information	PITNEY BOWES, INC. is a large business enterprise.
California Seller's Permit	PITNEY BOWES, INC. 's California Seller's Permit No. is 98005500 . Agencies can verify that this permit is still valid at the following website: www.boe.ca.gov .
Payment Terms	Net 45 days
FEIN	06-0495050
CAL-Card Accepted	PITNEY BOWES, INC. accepts the State of California credit card (CAL-Card). A Purchasing Authority Purchase Order (Std. 65) is required even when the ordering department chooses to pay the contractor via the CAL-Card.