

ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
2100 CLARENDON BOULEVARD, SUITE 500
ARLINGTON, VIRGINIA 22201

NOTICE OF AWARD OF CONTRACT

TO: CSG SYSTEMS, INC. 14301 CHANDLER ROAD OMAHA, NE 68138	DATE ISSUED: JUNE 06, 2013
	CURRENT REFERENCE NO: 656-13
	CONTRACT TITLE: DES - UTILITY BILLING SERVICES
	PRIOR REFERENCE NO: 131-11

THIS IS A NOTICE OF AWARD OF CONTRACT AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.

Your firm is awarded the above referenced contract. The contract term covered by this Notice of Award is effective JULY 1, 2013 and expires on DECEMBER 31, 2023.

The contract documents consist of the terms, conditions, and specifications of Invitation to Bid No. 656-13 and the bid of the Contractor, incorporated herein by reference.

CONTRACT PRICING:

REFERENCE ATTACHED ITB 656-13

EMPLOYEES NOT TO BENEFIT:

NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.

<u>VENDOR CONTACT: RACHEL ALANIS</u>	<u>VENDOR TEL. NO.: 972-462-5405</u>
<u>VENDOR PAYMENT TERMS: NET 30 DAYS</u>	<u>VENDOR FAX. NO.: 972-462-5428</u>
<u>EMAIL ADDRESS: RACHEL.ALANIS@CSGI.COM</u>	
<u>COUNTY CONTACT: BARBARA FORBES</u>	<u>COUNTY TEL. NO.: 703-228-3615</u>

CONTRACT AUTHORIZATION


Elizabeth Dooley, CCPO, CFPB
Assistant Purchasing Agent

6/7/13
DATE

DISTRIBUTION

VENDOR: 1
BID FOLDER: 2

ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
INVITATION TO BID NO. 656-13

B I D F O R M
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SUBMIT TWO (2) FULLY-COMPLETED AND SIGNED BID FORMS TO THE OFFICE OF THE BID CLERK, SUITE 511, 2100 CLARENDON BLVD., ARLINGTON, VIRGINIA, 22201 (ONE FORM SHALL CONTAIN AN ORIGINAL LONGHAND SIGNATURE; THE OTHER SHALL BE A PHOTOCOPY OF THE SIGNED ORIGINAL)

BIDS WILL BE OPENED AT 3:00 P.M., ON April 18, 2013

FOR PROVIDING UTILITY BILLING SERVICES PER THE TERMS, CONDITIONS AND SPECIFICATIONS OF THIS SOLICITATION:

The undersigned understands and acknowledges the following:

The official, true, and complete copy of the solicitation documents, WHICH SHALL INCLUDE ALL AMENDMENTS THERETO, is the hard copy of the documents available from the Office of the Purchasing Agent.

An electronic copy of the solicitation documents provided at the County Purchasing Agent's website (<http://www.arlingtonva.us/purchasing>) is subject to an important disclaimer which must be acknowledged online before the documents can be downloaded.

Each bidder is responsible for determining the accuracy and completeness of ALL solicitation documents they receive, including documents obtained from the County by either of the methods described above, and documents obtained from all other sources.

Note: On a separate document, bidder(s) may include a price list for any additional services provided that could be considered in the future by Arlington County.

#	DESCRIPTION	UNIT PRICE Designate if Included	Est. Qty.
SERVICES			
1	PRODUCT DEVELOPMENT	\$ 125.00 / HR	16 HRS.
2	DESIGN REVISIONS TO BILLING TEMPLATE	\$ 125.00 / HR	4 HRS.
3	PRINTING, FOLDING AND INSERTING BILLING STATEMENT	\$ 0.0575 EACH	199,000
4	POSTAL OPTIMIZATION <i>Case Included NCOA Additional</i>	\$ Price Sheet EACH	199,000
5	INTELLIGENT INSERTING (OPTIONAL FLYERS/INSERTS)	\$ 0.0075 EACH	80,000
8	OPTIONAL 2 COLOR INSERTS - LASER PRINTING (PRINT, FOLD, STUFF)	\$ 0.0425 EACH	80,000

* USPS Actual Postage will be billed

BIDDERS NAME: CSG Systems, Inc.

#	DESCRIPTION	UNIT PRICE	EST. QTY.
9	STUFFING COUNTY-PROVIDED INSERTS	\$ 0.0095 EACH	25,000
MATERIALS			
10	8.5" x 11" PRE-PERFORATED 24 LB PAPER STOCK	\$ 0.0119 EACH	199,000
11	8.5" x 11" NON-PERFORATED 20 LB PAPER STOCK	\$ 0.0115 EACH	80,000
12	#10 Double-Window Envelope 24 lb	\$ 0.0145 EACH	199,000
13	#9 Single-Window Envelope 20 lb	\$ 0.0115 EACH	180,000

TRADE SECRETS OR PROPRIETARY INFORMATION:

Trade secrets or proprietary information submitted by a bidder in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act. However, Section 4-111 of the Arlington County Purchasing Resolution states that the bidder must invoke the protection of this section prior to or upon submission of the data or other materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary.

Please mark one:

- () No, the bid I have submitted does not contain any trade secrets and/or proprietary information.
- (x) Yes, the bid I have submitted does contain trade secrets and/or proprietary information.

If Yes, you must clearly identify below the exact data or other materials to be protected and list all applicable page numbers of the bid containing such data or materials:

- ① Fees for Goods & Services (page 29)
- ② Draft Production Agreement (page 30)

BIDDERS NAME: CSH Systems, Inc.

State the specific reason(s) why protection is necessary:

This information is
non-public, competitive
information.

If you fail to identify the data or other materials to be protected and state the reasons why protection is necessary in the space provided above, you will not have invoked the protection of Section 4-111 of the Purchasing Resolution. Accordingly, effective upon the award of contract, the bid will be open for public inspection consistent with applicable law.

CERTIFICATION OF NON-COLLUSION: The undersigned certifies that this bid is not the result of, or affected by, any act of collusion with another person (as defined in the Code of Virginia § 59.1-68.6 et seq.), engaged in the same line of business or commerce; or any act of fraud punishable under the Virginia Governmental Frauds Act (Code of Virginia § 18.2-498.1 et seq.).

CONTACT PERSON AND MAILING ADDRESS FOR DELIVERY OF NOTICES

Provide the name and address of the person designated by the Bidder to receive notices and other communications (Refer to section headed Notices in the Contract Terms and Conditions of this solicitation for further details):

Rachel Alanis
1122 W. Bethel Rd. Ste 100 Coppell, TX 75019

THE PROPER **LEGAL NAME** OF THE FIRM OR ENTITY SUBMITTING THIS BID MUST BE WRITTEN IN THE SPACE PROVIDED BELOW. THIS BID FORM, AND ALL OTHER DOCUMENTS REQUIRED BY THE INVITATION TO BID TO BE SUBMITTED WITH THIS BID FORM, INCLUDING, BUT NOT LIMITED TO ALL ISSUED AMENDMENTS, **MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BELOW BY A PERSON AUTHORIZED TO LEGALLY BIND THE BIDDER, OR THE BID MAY BE REJECTED:**

AUTHORIZED SIGNATURE Rachel Alanis
PRINT NAME AND TITLE Rachel Alanis - Account Manager II

INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND AUTHORITATIVELY TO ANY QUESTIONS REGARDING THIS BID (I.E. PROJECT MANAGER):

NAME (PRINTED): Rachel Alanis TITLE: Account Manager II
E-MAIL ADDRESS: rachel.alanis@csgr.com TEL. NO.: 972-462-5405

SUBMITTED BY: (LEGAL NAME OF ENTITY) <u>CS6 Systems Inc.</u>					
ADDRESS: <u>14301 Chandler Rd</u>					
CITY/STATE/ZIP: <u>Omaha, NE 68138</u>					
TELEPHONE NO: <u>972-462-5400</u>			FACSIMILE NO.: <u>972-462-5428</u>		
TAX ID NUMBER (EIN/SSN): <u>47-0772478</u>			VA. CONTRACTOR LICENSE #: <u>N/A</u>		
THIS FIRM IS A: • INSERT NAME OF STATE <u>Delaware</u> <input checked="" type="checkbox"/> CORPORATION, ___ GENERAL PARTNERSHIP, ___ LIMITED PARTNERSHIP, ___ UNINCORPORATED ASSOCIATION, ___ LIMITED LIABILITY COMPANY, ___ SOLE PROPRIETORSHIP					
IS FIRM AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VA?					<u>Yes</u>
IDENTIFICATION NO. ISSUED TO THE FIRM BY THE SCC:				<u>To be provided</u>	
ANY BIDDER EXEMPT FROM SCC AUTHORIZATION REQUIREMENT SHALL INCLUDE A STATEMENT WITH ITS BID WHY THEY ARE NOT REQUIRED TO BE SO AUTHORIZED					
IS YOUR FIRM OR ANY OF ITS PRINCIPALS CURRENTLY DEBARRED FROM SUBMITTING BIDS TO ARLINGTON COUNTY, VIRGINIA, OR ANY OTHER STATE OR POLITICAL SUBDIVISION?					<u>NO</u>
BIDDER STATUS:	MINORITY OWNED:		WOMAN OWNED:		NEITHER: <input checked="" type="checkbox"/>

Solicitation # 656-13

Metropolitan Washington Council of Governments Rider Clause

USE OF CONTRACT(S) BY MEMBERS COMPRISING THE METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS PURCHASING OFFICERS' COMMITTEE.

- A. If authorized by the bidder(s), resultant contract(s) will be extended to any or all of the listed members as designated by the bidder to purchase at contract prices in accordance with contract terms.
- B. Any member utilizing such contract(s) will place its own order(s) directly with the successful contractor. There shall be no obligation on the part of any participating member to utilize the contract(s).
- C. A negative reply will not adversely affect consideration of your bid/proposal.
- D. It is the awarded vendor's responsibility to notify the members shown below of the availability of the Contract(s).
- E. Each participating jurisdiction has the option of executing a separate contract with the awardee. Contracts entered into with a participating jurisdiction may contain general terms and conditions unique to that jurisdiction including, by way of illustration and not limitation, clauses covering minority participation, non-discrimination, indemnification, naming the jurisdiction as an additional insured under any required Comprehensive General Liability policies, and venue. If, when preparing such a contract, the general terms and conditions of a jurisdiction are unacceptable to the awardee, the awardee may withdraw its extension of the award to that jurisdiction.
- F. The issuing jurisdiction shall not be held liable for any costs or damages incurred by another jurisdiction as a result of any award extended to that jurisdiction by the awardee.

YES	NO	JURISDICTION	YES	NO	JURISDICTION
✓		ALEXANDRIA, VIRGINIA	✓		MANASSAS, VIRGINIA
✓		ALEXANDRIA PUBLIC SCHOOLS	✓		CITY OF MANASSAS PUBLIC SCHOOLS
✓		ALEXANDRIA SANITATION AUTHORITY	✓		MANASSAS PARK, VIRGINIA
✓		ARLINGTON COUNTY, VIRGINIA	✓		MARYLAND-NATIONAL CAPITAL PARK & PLANNING COMM.
✓		ARLINGTON COUNTY PUBLIC SCHOOLS	✓		METROPOLITAN WASHINGTON AIRPORTS AUTHORITY
✓		BOWIE, MARYLAND	✓		METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
✓		BLADENSBURG, MARYLAND	✓		MONTGOMERY COLLEGE
✓		CHARLES COUNTY PUBLIC SCHOOLS	✓		MONTGOMERY COUNTY, MARYLAND
✓		COLLEGE PARK, MARYLAND	✓		MONTGOMERY COUNTY PUBLIC SCHOOLS
✓		CULPEPER COUNTY, VIRGINIA	✓		OMNIRIDE
✓		DISTRICT OF COLUMBIA	✓		PRINCE GEORGE'S COUNTY, MARYLAND
✓		DISTRICT OF COLUMBIA COURTS	✓		PRINCE GEORGE'S PUBLIC SCHOOLS
✓		DISTRICT OF COLUMBIA PUBLIC SCHOOLS	✓		PRINCE WILLIAM COUNTY, VIRGINIA
✓		FAIRFAX, VIRGINIA	✓		PRINCE WILLIAM COUNTY, VIRGINIA
✓		FAIRFAX COUNTY, VIRGINIA	✓		PRINCE WILLIAM COUNTY PUBLIC SCHOOLS
✓		FAIRFAX COUNTY WATER AUTHORITY	✓		PRINCE WILLIAM COUNTY SERVICE AUTHORITY
✓		FALLS CHURCH, VIRGINIA	✓		ROCKVILLE, MARYLAND
✓		FAUQUIER COUNTY, VIRGINIA SCHOOLS & GOVERNMENT	✓		SPOTSYLVANIA COUNTY SCHOOLS
✓		FREDERICK, MARYLAND	✓		STAFFORD COUNTY, VIRGINIA
✓		FREDERICK COUNTY, MARYLAND	✓		TAKOMA PARK, MARYLAND
✓		GAITHERSBURG, MARYLAND	✓		UPPER OCCOQUAN SEWAGE AUTHORITY
✓		GREENBELT, MARYLAND	✓		VIENNA, VIRGINIA
✓		HERNDON, VIRGINIA	✓		VIRGINIA RAILWAY EXPRESS
✓		LEESBURG, VIRGINIA	✓		WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY
✓		LOUDOUN COUNTY, VIRGINIA	✓		WASHINGTON SUBURBAN SANITARY COMMISSION
✓		LOUDOUN COUNTY PUBLIC SCHOOLS	✓		WINCHESTER, VIRGINIA
✓		LOUDOUN COUNTY SANITATION AUTHORITY	✓		WINCHESTER PUBLIC SCHOOLS

BIDDER'S NAME: CSG Systems, Inc