

**CLERK'S CONTRACT and AGREEMENT COVER PAGE**

**Legistar File ID#:** 2012-0278

**Innoprise Contract #:** C12-0059

**Year:** 2012-2015

**Amount:**

**Department:** Finance

**Contract Type:** Addendum to Services

**Contractors Name:** InfoSend, Inc.

**Contract Description:** Extend term of 2009 Utility Bill and Vehicle Sticker Printing to 2012-2015 at 2011 rates

MAYOR  
Daniel J. McLaughlin

VILLAGE CLERK  
David P. Maher

14700 S. Ravinia Ave.  
Orland Park, IL 60462  
(708) 403-6100

[www.orland-park.il.us](http://www.orland-park.il.us)



**VILLAGE HALL**

TRUSTEES

Kathleen M. Fenton  
Brad S. O'Halloran  
James V. Dodge  
Edward G. Schussler III  
Patricia A. Gira  
Carole Griffin Ruzich

June 12, 2012

Mr. Russ Rezai  
InfoSend, Inc  
4240 East La Palma Avenue  
Anaheim, CA 92807-1816

RE: *Addendum dated May 22 2012*  
*Utility and Vehicle Sticker Printing 2012-2015*

Dear Mr. Rezai:

Enclosed is a fully executed addendum dated May 22, 2012 for the change to extend the term to the Utility Bill Printing/Vehicle Sticker contract dated March 3, 2009 for an additional three (3) years (April 1, 2012 – March 31, 2015). Please attach this to the original contract.

If you have any questions, please call me at 708-403-6173.

Sincerely,

Denise Domalewski  
Contract Administrator

cc: Debbie Gerwatowski  
Tom Bleers, InfoSend  
J.D. McNaul, InfoSend

**ADDENDUM to**  
*Utility Bill Printing 2009-2012 Agreement*

**Dated**  
*March 3, 2009*

**Amended**  
*March 10, 2011*



**Between**  
*The Village of Orland Park, Illinois ("VILLAGE") and InfoSend, Inc. ("CONTRACTOR")*

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RE:        Utility Bill /Vehicle Sticker Printing Extension of Term April 1, 2012- March 31, 2015

1.        In the event of any conflict or inconsistency between the provisions of this Addendum and the Agreement, the provisions of this Addendum shall control.
2.        In **SECTION 2: SCOPE OF THE WORK AND PAYMENT**, of said Agreement, the following shall be added to the end of the section.

**Utility Bills**

Service	Price April 1, 2012 - March 31, 2015
Printing, inserting, and mailing Utility Bills	11.7 cents per printed Utility Bill (excluding postage)
Emailing Utility Bills	13.3 cents per emailed Utility Bill
Printing, folding, and inserting a one page black ink/one sided document into the Utility Bill	6.6cents
Printing, folding, and inserting a two page black ink/one sided document into the Utility Bill	11.0 cents

**ADDENDUM to**  
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**Vehicle Stickers – 2012 and 2015 printings**

<b>Service</b>	<b>Price April 1, 2012 – March 31, 2015</b>
Vehicle Sticker Applications (estm volume 47-50,000 per year) – includes #10 and #9 envelopes	26.0 cents per piece
Carbon Paper Vehicle Applications (estm volume 5-7,000 per year)	15.5 cents per piece
Postage	Pass Through

3. **SECTION 5: TERM OF THE CONTRACT,** of said agreement, shall be stricken in its entirety and replaced with the following:

**"SECTION 5: TERM OF THE CONTRACT:** This Contract shall commence on the date of its execution. The WORK shall commence upon contract signing and continue expeditiously until March 31, 2015. This Contract may be terminated by either of the PARTIES for default upon failure to cure after (10) days prior written notice of said default from the aggrieved PARTY. The VILLAGE, for its convenience, may terminate this Contract with thirty (30) days prior written notice."

4. All of the other terms, covenants, representations and conditions of said Agreement, not deleted or amended herein shall remain in full force and effect during the effective term of said Agreement.
5. This Addendum may be executed in two or more counterparts, each of which taken together, shall constitute one and the same instrument.

This Addendum, made and entered into effective the **22nd day of May, 2012**, shall be attached to and form a part of the Agreement dated the 3<sup>rd</sup> day of March, 2009 and shall take effect upon signature below by duly authorized agents of both parties.

**ADDENDUM to**  
*Utility Bill Printing 2009-2012 Agreement*

**Dated**  
*March 3, 2009*

**Amended**  
*March 10, 2011*

**Between**  
*The Village of Orland Park, Illinois ("VILLAGE") and InfoSend, Inc. ("CONTRACTOR")*

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**AGREED AND ACCEPTED**

**FOR: THE VILLAGE**

By: \_\_\_\_\_

Print Name: Paul G. Grimes  
Village Manager

Its: Village Manager

Date: 6/8/12

**FOR: THE CONTRACTOR**

By: \_\_\_\_\_

Print Name: Russ Beza

Its: C.O.O., C.F.O.

Date: 5/30/12