



5 Vaughn Drive • Princeton, New Jersey 08540  
phone 609-987-0880 • fax 609-987-0850 • [www.nj.gov/njefa](http://www.nj.gov/njefa)

November 18, 2025

John Riley  
[tristateoffice18954@gmail.com](mailto:tristateoffice18954@gmail.com)

**Re: OPRA request received November 13, 2025**

Dear Mr. Riley:

The New Jersey Educational Facilities Authority (“NJEFA” or the “Authority”) received your Open Public Records Act (“OPRA”) request on November 13, 2025. The official Records Custodian, Jamie O’Donnell, also received your OPRA request on November 13, 2025. As such, the seven (7) business day deadline to respond to your request is November 24, 2025. This response to your request is being provided to you on the 3<sup>rd</sup> business day after the custodian’s receipt of said request.

Your OPRA request sought access to the following:

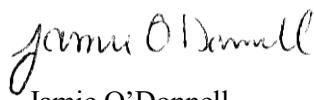
*“Records for the 2025 tax year concerning your mailroom equipment lease or purchase order. Please provide a most recent copy of the lease and/or purchase order that shows the type of mailing equipment (i.e. postage meter, folder inserter, address printer), monthly/quarterly payment, and date of the signed agreement.”*

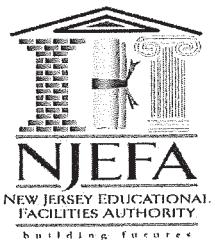
The Authority rents a mail machine from Quadient, Inc. under State Contract. The attached purchase order was issued to initiate the contract in 2024. The Authority continues to be billed monthly for machine rental and any supplies necessary. A copy of the most recent monthly invoice is attached. The invoice was redacted to exclude personally identifiable tax information and account information. These documents are being transmitted to you via email, as per your request.

This response does not waive or limit any other rights afforded this Authority under OPRA, which are all expressly reserved. Pursuant to N.J.S.A. 47:1A-5(b), the cost associated with this request is \$0.00. If you have any further questions please contact Jamie O’Donnell, Custodian of Records, New Jersey Educational Facilities Authority at [jamie.odonnell@njefa.nj.gov](mailto:jamie.odonnell@njefa.nj.gov).

If your request for access to a government record has been denied or unfilled within the seven (7) business days required by law, you have a right to challenge the decision by the NJEFA to deny access. At your option, you may either institute a proceeding in the Superior Court of New Jersey or file a complaint with the Government Records Council (GRC) by completing the Denial of Access Complaint Form. You may contact the GRC by toll-free telephone at 866-850-0511, by mail at P.O. Box 819, Trenton, NJ, 08625, by e-mail at [grc@dca.state.nj.us](mailto:grc@dca.state.nj.us), or at their web site at [www.state.nj.us/grc](http://www.state.nj.us/grc). The GRC can also answer other questions about the law. All questions regarding complaints filed in Superior Court should be directed to the Court Clerk in your County.

Sincerely,

  
Jamie O’Donnell  
Records Custodian



New Jersey Educational Facilities Authority

103 College Road East, 2nd Floor  
Princeton, NJ 08540-6612

Phone: (609) 987-0880

## Purchase Order

20240117

TO

Quadient Inc.

DATE

1/7/2024

478 Wheelers Farm Rd

**SHIP TO**

N.J. Educational Facilities Authority

Milford, CT 06461

103 College Road East, 2nd Floor

Attn: Tom Maier email: T.Maier@quadient.com

Princeton, NJ 08540

Phone (732) 768-4039

1. Please send   1   copies of your invoice.
2. Order is to be entered in accordance with prices, delivery and specifications shown above.
3. Notify us immediately if you are unable to ship as specified.

u above.  
  
John C. Stennis



NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY  
55195412-876092  
5 Vaughn Dr Ste 300  
PRINCETON, NJ 08540-6313

NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY  
Attention: Accounts Payable  
5 Vaughn Dr Ste 300  
Princeton NJ 08540-6313

Office Number: 2850

Due Date	Billing Period	Order/Contract No.	Invoice Date	Invoice No.	Page
28-OCT-2025	28-OCT-25 - 27-JAN-26	1154693	28-SEP-2025	62268974	1
Duns No.	Federal ID Number	Postage Account Number	Payment Terms		PO/ERA #
080708241			30 NET		20240117

#	Item #	Serial #	Description	Unit Price	Qty	Amount	Tax
1	EQUIPMENT RENTAL	VA2323210 371	IX1R10A5 IX-1 10A5 Rental Mailing Sys IX1RB IX-1 Mailing Sys Rental Base IX1A5 IX1 - 5 Accounts IX1RAI IX1 All Inclusive Rental Mtr 332 iX-1-Commercial Meter Online Rate Maintenance SP-10	71.88	1	71.88	
2	ISSP10	33220906					
3	ISSPIX1						
4	ISPFB						
Customer Reference Number:					TOTAL AMOUNT DUE	\$71.88	

For billing inquiries please contact us at 1.800.636.7678. For service requests or to place a supply order please contact your local representative  
Quadient NEW JERSEY 1.800.479.2208

#### Payment Stub

To ensure proper credit to your account, please write your customer number and invoice number on your check. Please detach and return this portion with your payment.

Make checks payable to remit address:

Quadient, Inc.  
Dept 3689  
PO Box 123689  
DALLAS, TX 75312-3689

To pay your invoice, manage your postage and more, visit us at [www.myquadient.com](http://www.myquadient.com).

Invoice No.  
**62268974**

Amount Due  
**\$71.88**

Amount Paid

Customer No. 55195412-876091

Customer Name: NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY

1 55195412 62268974

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