



# Baldwin County Commission

## Legislation Details (With Text)

**File #:** 20-0083      **Version:** 1  
**Type:** Consent      **Status:** Passed  
**File created:** 10/22/2019      **In control:** Baldwin County Commission Regular  
**On agenda:** 11/5/2019      **Final action:** 11/5/2019  
**Title:** Lease of One (1) Postage Machine for the Baldwin County Sheriff's Office Located in Robertsdale, Alabama

**Indexes:**

**Attachments:** 1. Robertsdale Sheriffs Office Neopost Lease Agreement (REDACTED)

Date	Ver.	Action By	Action	Result
11/5/2019	1	Baldwin County Commission Regular	Approved	

**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 11/5/2019

**Item Status:** New

**From:** Wanda Gautney, Purchasing Director/Chief Anthony Lowery/Connie Dudgeon, Finance Director

**Submitted by:** Wanda Gautney, Purchasing Director

### ITEM TITLE

Lease of One (1) Postage Machine for the Baldwin County Sheriff's Office Located in Robertsdale, Alabama

### STAFF RECOMMENDATION

Authorize the Chairman to execute the lease agreement with **Neopost USA Inc. (Accurate Control of Fairhope)** for the lease of one (1) postage machine off the State of Alabama bid for thirty-six (36) months effective upon full execution of agreement as follows:

Neopost Model IN360P5 - IN 360 Base w/5 lb. Integrated Weigh Platform, Moistener & Catch Tray Rate Protection

Accounting Package

Full Coverage Maintenance Contract

\$257.52 per quarter - \$1,030.08 per year

### BACKGROUND INFORMATION

**Previous Commission action/date:** N/A

**Background:** The lease agreement with Accurate Control (Neopost) of Fairhope for the Postage Machine and Meter for the Robertsdale Sheriff's Office is expiring. Neopost is pulling the old machine and replacing it with a new machine off the State of Alabama bid. The lease agreement is

for thirty-six (36) months in the amount of \$257.52 per quarter for a total of \$1,030.08 per year.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** \$1,030.08 per year

**Budget line item(s) to be used:** 52100.5227

**If this is not a budgeted expenditure, does the recommendation create a need for funding?**  
N/A

### **LEGAL IMPACT**

**Is legal review necessary for this staff recommendation and related documents?**  
Standard State of Alabama Bid Agreement

**Reviewed/approved by:** N/A

**Additional comments:** N/A

### **ADVERTISING REQUIREMENTS**

**Is advertising required for this recommendation?** N/A

**If the proof of publication affidavit is not attached, list the reason:** N/A

### **FOLLOW UP IMPLEMENTATION**

**For time-sensitive follow up, select deadline date for follow up:** 11/05/2019

**Individual(s) responsible for follow up:** Wanda Gautney, Purchasing Director

**Action required (list contact persons/addresses if documents are to be mailed or emailed):**  
Letter to Vendor

**Additional instructions/notes:** N/A