



# Baldwin County Commission

## Legislation Details (With Text)

**File #:** 19-0353 **Version:** 1  
**Type:** Work Session **Status:** Agenda Ready  
**File created:** 12/7/2018 **In control:** Baldwin County Commission Work Session  
**On agenda:** 1/8/2019 **Final action:**  
**Title:** Lease of One (1) Folder Inserter Machine for the Baldwin County Solid Waste Collections Department  
**Indexes:**  
**Attachments:** 1. Lease Agreement Solid Waste Collections

Date	Ver.	Action By	Action	Result
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**Meeting Type:** BCC Work Session

**Meeting Date:** 1/8/2019

**Item Status:** New

**From:** Wanda Gautney, Purchasing Director/Terri Graham, Solid Waste Director

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

### ITEM TITLE

Lease of One (1) Folder Inserter Machine for the Baldwin County Solid Waste Collections Department

### STAFF RECOMMENDATION

Authorize the Chairman to execute the lease agreement with **Neopost USA, Inc., (Accurate Control)** for the lease of one (1) Folder Inserter Machine for the Baldwin County Solid Waste Collections Department for thirty-six (36) months, lease agreement effective upon signing by both parties as follows:

Neopost Model DS65INT 1 Document Feeder Folder Inserter  
Full Coverage Maintenance Contract  
\$919.86 per quarter - \$3,679.44 per year

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

**Background:** The Solid Waste Collections Department is submitting to the Commission for approval a lease for one (1) Folder Inserter Machine. The lease agreement with Neopost USA, Inc. (Accurate Control) of Fairhope will be \$919.86 per quarter for a total of \$3,679.44 per year off the State of Alabama bid for thirty-six (36) months with Neopost (Accurate Control). A full coverage maintenance contract is included in the lease total.

### FINANCIAL IMPACT

**Total cost of recommendation:** \$3,679.44 per year

**Budget line item(s) to be used:** 54801.5227

**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?**  
N/A

**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:** 01/15/2019

**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