



Baldwin County Commission

Legislation Text

File #: 18-0532, **Version:** 1

Meeting Type: BCC Regular Meeting
Meeting Date: 7/3/2018
Item Status: New
From: Wanda Gautney/Jeannie Peerson
Submitted by: Wanda Gautney/Purchasing Director

ITEM TITLE

Lease of One (1) Postage Machine for the Baldwin County Foley Satellite Courthouse

STAFF RECOMMENDATION

Authorize the Chairman to execute the Lease Agreement with Neopost (Accurate Control) for the rental of a postage machine and meter off the State of Alabama Bid for the Foley Satellite Courthouse for thirty-six (36) months as follows (Lease Agreement effective upon delivery of equipment):

Neopost Model IN750 Mail Machine IN Series 750 Base w/Mixed Size Feeder, sealer and drop tray
Neopost Model INWP10 IN Series 10 lb Weighing Platform
Neopost Model IN750ERR IN Series 750 Base e-RR Feature & Activation Kit w/bc scanner, Inc e-RR SW & Rate File w/200 eDel/Sig & 500 eCert Labels
Neopost Model INDW10 IN Series 6/7 Base 10 lb Differential Weighing
Neopost Model WP10STDN Scale Stand for ISWP10 & INWP10
\$1,031.22 per quarter - \$4,124.88 per year

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: The lease agreement with Accurate Control (Neopost) of Fairhope for the lease of the Postage Machine and Meter at the Foley Satellite Courthouse expires in July, 2018. The lease of the equipment will be \$1,031.22 per quarter for a total of \$4,124.88 per year off the State of Alabama bid for thirty-six (36) months. The postage equipment that is currently being leased at the Foley Satellite Courthouse will be replaced with new equipment because the scale and meter is being pulled by Neopost. The cost of the new equipment will be \$0.48 more per year.

FINANCIAL IMPACT

Total cost of recommendation: \$4,124.88 per year

Budget line item(s) to be used: 51993.5229

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: 07/03/2018

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