



# Baldwin County Commission

## Legislation Text

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**File #:** 19-2115, **Version:** 1

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**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 10/1/2019

**Item Status:** New

**From:** Wanda Gautney, Purchasing Director/Chief Anthony Lowery/Connie Dudgeon, Sheriff's Department Finance Director

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

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### **ITEM TITLE**

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

### **STAFF RECOMMENDATION**

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

#### Bay Minette Sheriff's Office

Neopost Model IN600AFSH - IN Series 600 Base w/Autofeeder, Sealer & Catch Tray

Neopost INWP5 - IN Series 5 Weighing Platform

Neopost Model IN600AERR - IN Series 600(AF) e-RR Feature & Activation Kit, with bc Scanner Includes e-RR Rate File w/100 eDel Conf. 100 eSig Conf & 300 eCert Labels

Accounting Package

Rate Protection

Full Coverage Maintenance Contract

\$674.58 per quarter - \$2,698.32 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 Bay Minette 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 \$674.58 per quarter for a total of \$2,698.32 per year.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** \$2,698.32 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 Lease Agreement

**Reviewed/approved by:** David Conner, County Attorney

**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:** 10/01/2019

**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