



Baldwin County Commission

Legislation Text

File #: 21-0978, **Version:** 1

Meeting Type: BCC Regular Meeting

Meeting Date: 7/6/2021

Item Status: New

From: Wanda Gautney, Purchasing Director/Jeannie Peerson, Commission Executive Assistant/Anu Gary, Administrative Services Manager

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 Quadient Leasing USA, Inc. (Accurate Control Equipment Inc.) for the lease 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):

- 1) Quadient Model IX7 Series Base w/ Mixed Size Feeder, Sealer, Drop Tray & Ink Cartridge
- 2) Quadient Model IXWP10 IX Series 10 lb Weighing Platform
- 3) Quadient Model IX7ERR iX-7 Series Base e-RR Feature & Activation Kit w/bc scanner. Inc e-RR SW & Rate File w/200 eDel/Sig
- 4) Quadient Model WP10STDN 10lb Scale Stand for IXWP10, ISWP10 & INWP10
- 5) Quadient Model IXDS7 Dynamic Weighing Platform for IX Series 7/7PRO Bases

\$1,374.15 per quarter - \$5,496.60 per year

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: The lease agreement with Quadient Leasing USA, Inc. (Accurate Control Equipment Inc.) of Fairhope for the lease of the Postage Machine and Meter at the Foley Courthouse expires in July 2021. The lease of the equipment will be \$1,374.15 per quarter for a total of \$5,496.60 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 Quadient.

FINANCIAL IMPACT

Total cost of recommendation: \$5,496.60 per year

Budget line item(s) to be used: 10051993.52210

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: 07/06/2021

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