



Baldwin County Commission

Legislation Text

File #: 23-0279, **Version:** 1

Meeting Type: BCC Regular Meeting

Meeting Date: 12/5/2022

Item Status: New

From: Wanda Gautney, Purchasing Director / Chief Anthony Lowery / Kim Kelly, Finance Manager

Submitted by: Susan Kilby-Aaron, Assistant Purchasing Director

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 Purchase Order Lease with **Quadient Leasing 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 for the Baldwin County Sheriff's Office located in Bay Minette as follows:

Model IX5AF- iX-5 Series Base w/ Autofeeder, Sealer & Catch Tray & Ink Cartridge

Model IXWP5 - iX Series 5 Weighing Platform

Model IX5AERR - iX Series 5(AF) e-RR Feature & Activation Kit, with bc Scanner Includes e-RR Rate File w/100 eDel Conf, 100 e

Rate Protection

Full Coverage Maintenance Contract

(36 Months: \$264.50 per month Total \$3,174.00 per year)

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: The lease agreement with Accurate Control (Quadient Leasing USA, Inc.) of Fairhope for the Postage Machine and Meter for the Baldwin County Sheriff's Office located in Bay Minette is expiring. Quadient Leasing USA, Inc. 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 \$793.50 per quarter for a total of \$3,174.00 per year.

FINANCIAL IMPACT

Total cost of recommendation: \$3,174.00 per year

Budget line item(s) to be used: 10052100.52210

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 Purchase Order Lease

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: 12/5/2022

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