



# MARIPOSA COUNTY

Human Services • (209) 966-2000



## **RESOLUTION - ACTION REQUESTED 2016-127**

MEETING: March 15, 2016

TO: The Board of Supervisors

FROM: Chevon Kothari, Human Services Director

RE: Pitney Bowes Lease Agreement

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### **RECOMMENDATION AND JUSTIFICATION:**

Approve a Lease Agreement with Pitney Bowes in the Amount of \$8,388.60 (\$139.81 Per Month for a Term of Five Years), and Authorize the Board of Supervisors Chair to Sign the Agreement.

The Human Services Department was notified by Pitney Bowes on February 23, 2016, that the Lease Agreement that was approved by the Board of Supervisors on November 24, 2010 will expire on March 31, 2016.

The Human Services Department has been using their own postage meter since 1999, due to the need to post mail in large quantities on a daily basis. Having a postage meter at the Human Services Department has been the most efficient and cost effective way to process the Department's mail.

### **BACKGROUND AND HISTORY OF BOARD ACTIONS:**

The Board approved the last Lease Agreement in the amount of \$11,031.40 (\$183.69 per month for a term of five years). The price decrease is due to Human Services Department being co-located in one building and the need for multiple machines was eliminated upon moving to the new building.

### **ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Do not authorize Board of Supervisors Chair to sign the agreement. The Department will need to identify another vendor or method for processing daily mailings that may have a higher cost than what is currently budgeted.

### **FINANCIAL IMPACT:**

**Sufficient funding is included in the Fiscal Year 2015-16 Budget for these services and will be included in future year's budgets. There is no impact to the County General Fund.**

### **ATTACHMENTS:**

**Pitney Bowes Agreement 2016 to 2021 (PDF)**

**CAO RECOMMENDATION**

Requested Action Recommended

  
Mary Hodson, CAO 3/10/2016

**RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]**

**MOVER:** Marshall Long, District III Supervisor

**SECONDER:** Merlin Jones, District II Supervisor

**AYES:** Smallcombe, Jones, Long, Cann, Carrier