



Information and General Services Department

Central Services

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Information Systems

Geographic Information Systems
Cable Television
Airport

Facilities Management

Purchasing
Emergency Services
Public Library

March 23, 2015

Honorable Board of Supervisors
Eric Rood Administrative Center
950 Maidu Ave.
Nevada City, CA 95959

DATE OF MEETING: April 14, 2015

SUBJECT : RESOLUTION AUTHORIZING THE PURCHASE OF A PITNEY BOWES
CONNECT+ 3000 DIGITAL MAILING SYSTEM AND AMENDING THE CENTRAL
SERVICES 14/15 BUDGET

RECOMMENDATION: Adopt the Resolution

FUNDING: The lease cost of \$22,555 over five years will be paid out of the Central Services annual budget. A budget amendment is required in order to book the capital asset.

BACKGROUND: Central Services provides mail services for County departments from the central mailroom. There is an estimated over 190,000 pieces of mail annually that is metered through the Central Services Division.

The current mailing system is nine years old and doesn't comply with new U.S. Postal Service requirements for barcoding of metered mail and packages, and address checking on certified mail and packages. The current system does not allow the County to receive the commercial based pricing on packages, which is approximately 40% less than retail rates.

The increased capabilities of the Connect+ 3000 will offer continued savings to County departments through bulk commercial based pricing, bar coding and package mail discounts.

The capital lease will cost a total of \$22,555 over five years. The cost of the lease, plus annual maintenance charges, will be \$20 per month more to the Central Services budget. This cost will be passed through to County departments through the postage overhead rate.

Respectfully submitted

Stephen T. Monaghan
Chief Information Officer