



**MEMORANDUM**

**TO:** Satpal Sidhu, County Executive  
Whatcom County Council

**THROUGH:** Tyler Schroeder, Deputy County Executive *TPS*

**FROM:** Perry Rice, IT Manager *PR*

**RE:** Pitney Bowes Connect+ SendPro Mail System Lease Agreement

**DATE:** August 21, 2020

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Enclosed for your consideration is a proposed agreement between Pitney Bowes and Whatcom County for the lease of a replacement mail system.

• **Background and Purpose**

Whatcom County Information Technology (IT) provides consolidated mail services for all departments. In 2019, IT processed 232,772 pieces of mail and applied \$142,250.94 in postage using the current Pitney Bowes Connect+ 3000 mail machine.

The current mail system has been in place for five years, is at the five-year standard equipment lifecycle and will no longer be supported by the manufacturer after 2020.

This five-year lease agreement replaces the current Pitney Bowes model Connect+ 3000 mail machine with a Pitney Bowes Connect+ SendPro mail system using NASPO ValuePoint Contract # ADSPO016-00006328 & the State of Washington Participating Addendum Contract #05516.

In order to reduce costs, we re-evaluated our needs and are able downgrade the speed from 310 to 270 pieces per minute and eliminate two features that should not impact our services:

- Differential Weighting for 70 lb. Scale
- Power Stacker Portrait Flats Kit.

• **Funding Amount and Source**

The amount of the agreement is \$10,177.45 a year for a total of \$50,887.25 over the five-year lease which is less than the last contract by \$624.11 per year for a total over five years of \$3,120.55. The source of funding is the base budget of IT cost center 507410.

Please contact Perry Rice at x5235 if you have any questions or concerns regarding the terms of this agreement.