

TAB 8

**POINT PAPER**  
**CITY HALL**  
**POSTAGE METER**  
**LEASE ACCEPTANCE**  
**OCTOBER 20, 2008**

**ISSUE:**

The current agreement (48-month lease) between the City of Palmetto and Pitney Bowes Credit Corporation is scheduled to expire at the end of May. The City has budgeted for a new lease to include an average typical increase; however, Pitney Bowes is *currently* offering us a *special rate* to renew early. There would be no penalty for the termination of the current lease.

**BACKGROUND:**

The new unit, DM200 Mailing System with a built-in 5lb Scale, is part of the current State of Florida Contract #600-760-07-01 at \$79.41 per month. The upgraded meter is 10 LPM (letters per minute) faster than our current unit and has an added feature to track postage expenses by department.

The new rate will be \$3.59 less per month than the current lease amount and billed quarterly as part of a standard 48-month lease which includes equipment and software maintenance as needed.

**ALTERNATIVE:**

1. Authorize the Mayor to execute a new 48-month lease with Pitney Bowes to take advantage of the special, lower rate.
2. Decline special offer and continue with the current lease at \$83.00 per month and obtain an upgraded quote at the end of the lease in May.

**RECOMMENDATION:**

Authorize the Mayor to sign the attached 48-month lease agreement with Pitney Bowes Credit Corporation.

**BUDGET IMPACT:**

Annual cost of \$874.00 would come in under budgeted amount of \$1,047.00.  
Account #001 512 4405



Engineering the flow of communication™

State of Florida Contract #600-760-07-01  
Order Form

Agreement Number

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Your Business Information

CITY OF PALMETTO

Full Legal Name of Lessee

DBA Name of Lessee

Tax ID # (FEIN/TIN)

P O BOX 1209

PALMETTO

FL

34220-1209

Billing Address

City

State

Zip+4

Billing Contact Name

Billing Contact Phone #

Billing CAN #

516 8TH AVE W

PALMETTO

FL

34221-5122

Installation Address (If different than billing address)

City

State

Zip+4

00836832006

Installation Contact Name

Installation Contact Phone #

Installation CAN #

Nixa Haisley

941-723-4570

Please note any special billing requirements here

Invoice Attention of

Customer PO #

Quarterly

Nixa Haisley

Your Business Needs

Qty	Business Solution Description
	<b>Mail Stream Solution - 2</b>
1	DM200L/ 5 lb Integrated Weighing Platform
1	IntelliLink Interface / PSD for DM200L
1	Basic Accounting (25 Dept) Software
1	Professional installation
1	IntelliLink Subscription

Check items to be included in customer's payment

Service Level Agreement

Provides Standard SLA with Training

Software Maintenance (additional terms apply)

Provides revision updates and technical assistance

Soft-Guard® Subscription

Provides postal and carrier updates

If you do not elect to include Soft-Guard® protection with your lease, you will automatically receive updates at the then-current rates.

IntelliLink® Subscription/Meter Rental/Value Based Services

Provides simplified billing and includes postage resets

( ) Value Based Services

( ) Purchase Power Receive an invoice for postage, consolidated billing,

(No Transaction Fees) and enhanced management reporting information.

Your Payment Plan

Number of months	Monthly amount*
First 48	\$79.41

( ) Required Advanced check of \$0.00 received.

Tax Exempt certificate attached

\* Does not include any applicable sales taxes & Payment plans begin after any applicable Prorated Usage Period

Your Acknowledgement

By your signature below, you are entering into a lease Agreement pursuant to the terms and conditions of the State Contract #600-760-07-1

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_ Title \_\_\_\_\_ Email Address \_\_\_\_\_

Miranda Piechowski

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Account Rep \_\_\_\_\_ District Office \_\_\_\_\_ PBGFS Acceptance \_\_\_\_\_