

**TAB 4**



# City of Palmetto Agenda Item

**Meeting Date**

1/4/09

**Presenter:** Allen Tusing

**Department:** Public Works - Administration

**Title:**

**Postage Meter Lease Acceptance**

The current agreement (60-month lease) between the City of Palmetto and Pitney Bowes Credit Corporation is schedule to expire in March 2010. 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.

The new version of DM100 State Contract# 20247906868 that we currently use has decreased in cost.

Pitney Bowes renegotiated the State Contract so State and Local Governments can receive more severe discounts.

The quarterly payment for the new machine will be \$162.72 for the 60 month term. A decrease of \$212 in FY2010.

**Budgeted Amount:** \$925.00    **Budget Page No(s):** 79    **Available Amount:** \$700.00    **Expenditure Amount:** \$0.00

**Additional Budgetary Information:**

**Funding Source(s):** 001-540-4405    **Sufficient Funds Available:**  Yes  No    **Budget Amendment Required:**  Yes  No    **Source:**

**City Attorney Reviewed:**  Yes  No  N/A    **Advisory Board Recommendation:**  For  Against  N/A    **Consistent With:**  Yes  No  N/A

**Potential Motion/Direction Requested:** Authorize the Mayor to execute lease contract for 60 month at \$54.25 per month.

**Staff Contact:** Gracie Johnson    723-4580 x118    Nixa Naisley

**Attachments:** Contract



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'S UTILITY DEP

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 #	
600 17TH ST W	PALMETTO	FL	34221-3272
Installation Address (If different than billing address)	City	State	Zip+4
		20247906868	
Installation Contact Name	Installation Contact Phone #	Installation CAN #	
Please note any special billing requirements here	Invoice Attention of	Customer PO #	

Your Business Needs

Qty	Business Solution Description
1	Mail Stream Solution - 2
1	DM100 Desktop Mailing System w/ Moistener, 10 Accts & 5 I
1	IntelliLink Interface / PSD for DM100
1	Professional Installation for DM100
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 60	\$54.24

- 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
Margaret Driscoll	109	
Account Rep	District Office	PBGFs Acceptance

# Handy and easy

## Digital Mailing System DM100™ Series

### Save time

Small business owners wear many hats. There just isn't any extra time in a day to spend on tasks that are not core to your business. But the mail is a key method for communicating to your customers and it must get out.

Bring the post office to your office with the easy-to-use, DM100™ Digital Mailing System. It gives you all the conveniences you can get at the post office without leaving your office.

### You decide

Take control of your mailing decisions right from your office. The DM100™ handles all types of mail including letters, flats and parcels — and lets you choose from multiple delivery classes and services. You control and manage all of your postage expenses with the ability to track 10 accounts up to 50.

### Built-in smarts

The intelligence is built-in, keeping you up to date with new postal rates and software changes that will enhance your system. You can even download special graphics that will print on your envelope and promote your business, along with postal inscriptions and logos. And it's simple to use.

### Small footprint

Its compact and sleek design fits into even the smallest of offices. The optional scale sits on top of the DM100™ to minimize the amount of space it needs.

### Operates quietly

The DM100™ is so quiet that it won't disturb your office atmosphere.

### Time saver

Postage is always available to you 24/7 via a high speed connection to our Postage By Phone® System.

# Digital Mailing System DM100™ Series

## IntelliLink™ technology

The control center of your system has easy to use and understandable prompts. It gives you access to special services online including Delivery Confirmation.

## Auto-date advance

An internal clock advances the date automatically. Operators can advance the date to get a jump on processing tomorrow's mail.

## Incoming mail dating

Time and date stamp capability tracks your incoming mail.

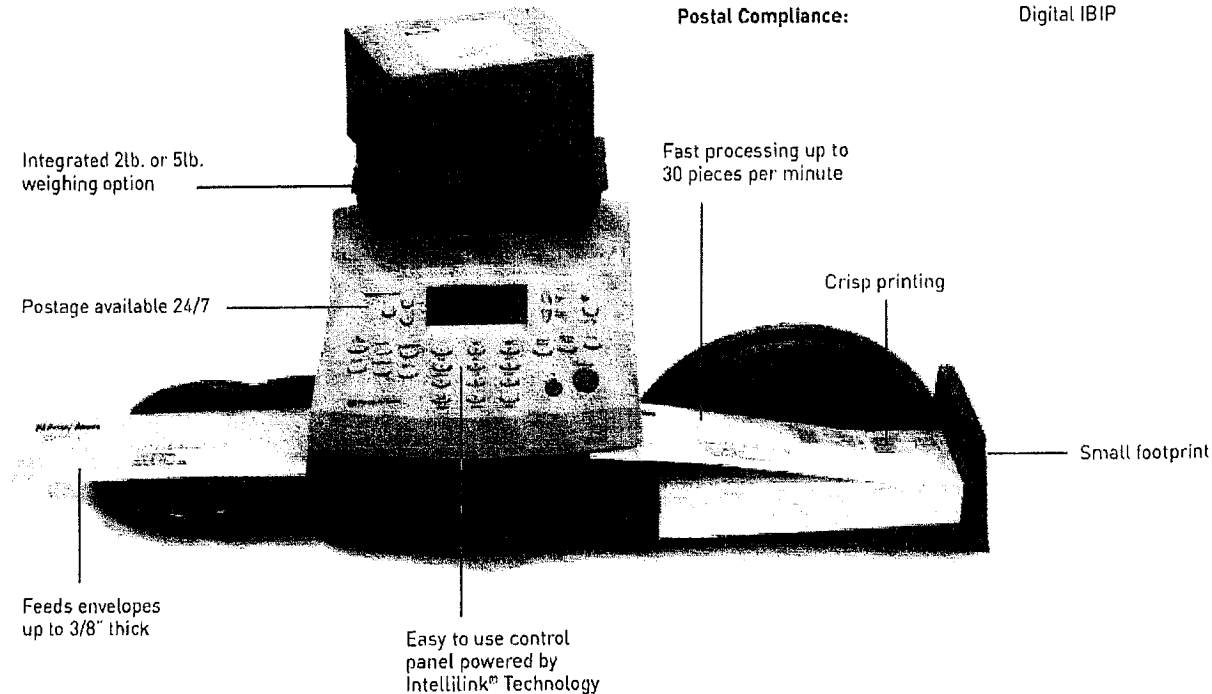
## Manage postage

Today, it's crucial for businesses to account for postage expenses. Track up to 10 accounts with an option to track up to 50 accounts.

## Services from your office

Take full advantage of special services online, without leaving your office. This includes Delivery Confirmation™ and electronic access to Certified Mail™ services.

<b>Size:</b>	8.5" H x 13.6" W x 15.4" D
<b>Weight:</b>	15 lbs. approximate
<b>Electrical:</b>	100-240 V, 50/60 Hz, 3A
<b>Max. Speed:</b>	Up to 30 pieces per minute
<b>Media Sizes:</b>	Min.: 5" [127mm] x 3" [76mm] Max.: 15" [381mm] x 13" [330mm]
<b>Media Thickness:</b>	Min.: .007" Max.: .375"
<b>Flap Depth:</b>	Min.: .875" Max.: 3"
<b>Job Presets:</b>	5
<b>Optional Integrated Weighing:</b>	2 lb. or 5 lb. capacity
<b>Approvals:</b>	UL approved, FCC compliant, ICES-003 compliant, TUV Rhineland, CE, CB Scheme, ENERGY STAR® compliant
<b>Connectivity Requirements:</b>	- Windows based PC with an available USB port - Supplied installation kit includes 14' USB cable - Analog modem connectivity available
<b>Postal Compliance:</b>	Digital IBIP



For more information call  
1 800 322 8000 or visit us online:  
[www.pb.com/mailsolutions](http://www.pb.com/mailsolutions)

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