



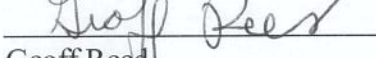
Lexington-Fayette Urban County Government
DEPARTMENT OF GENERAL SERVICES

Jim Gray
Mayor

Geoff Reed
Commissioner

MEMORANDUM

TO: Mayor Jim Gray
Sally Hamilton, CAO
Urban County Council

FROM: 
Geoff Reed
Commissioner of General Services

DATE: 07 May 2013

RE: Lease Agreement with MailFinance Inc. for Hasler Mailroom Equipment and Neopost USA Inc. for the Postage Meter Rental Agreement. Central Business Systems is the sales representative for these agreements and also provides the maintenance of the equipment. This is a sole-source price contract agreement.

I am requesting Urban County Council approval to enter into an agreement with MailFinance Inc. for lease of the mailroom equipment, with Central Business System for maintenance of the equipment, and with Neopost USA Inc. for a Postage Meter Rental Agreement. The agreements are for multi-year price contracts, include an equipment upgrade and annual maintenance, and are for a term of sixty (60) months beginning July 1, 2013 and ending June 30, 2018, subject to sufficient funds being appropriated in future fiscal years. The equipment is located in the basement of the Government Center and LFUCG has been operating the equipment under an existing agreement approved by resolution R 474-2009.

MailFinance Inc. and Neopost USA Inc. are sole source providers for the Hasler System and postage meter rental and the agreement with Central Business System provides for maintenance of the equipment. The existing equipment is outdated and shall be replaced and will continue to allow for the processing of certified and priority mail electronically. In addition, the equipment replacement is projected to create an annual savings for supplies and maintenance costs, based upon LFUCG's current monthly impression count.