

DEPARTMENT:
Child Support Services

BY: Debra Walton
PHONE: 966-3400

RECOMMENDED ACTION AND JUSTIFICATION:

Approve Lease Agreement with Pitney Bowes to provide postage meter and services to Mariposa County Child Support Services and authorize the Director to sign the agreement.

Child Support Services will be transitioning to a State Collection and Distribution Center (SDU) in March 2006. For several months we will be sending all the payments we receive by express (overnight) mail to the SDU, after that time we will still be sending express mail several times a week for any over the counter payments received in our office. A postage meter will allow us to efficiently handle the packaging and posting of our express mail in office, as well as track our shipments, rather than standing in line at the Post Office daily. It will also eliminate our daily mail trip to the Treasurers Office. The agreement is for 39 months to obtain the best quarterly rate. Funding for this agreement will be included in final budget adjustments for 2005-2006 as the State has given us a one-time administrative allocation supplement of \$18,000.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has authorized this office as well as other county agencies to enter into these types of agreements to increase office efficiency

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve agreement and give direction for alternative action.

Financial Impact? (x) Yes () No	Current FY Cost: \$8385	Annual Recurring Cost: \$ 0 budgeted
Budgeted In Current FY? (x) Yes () No () Partially Funded		
Amount in Budget: \$ 8385		List Attachments, number pages consecutively
Additional Funding Needed: \$		
Source:		Lease Agreement
Internal Transfer _____		
Unanticipated Revenue _____ 4/5's vote		
Transfer Between Funds _____ 4/5's vote		
Contingency _____ 4/5's vote		
() General () Other		

CLERK'S USE ONLY:

Res. No.: 05-457 Ord. No. _____
Vote - Ayes: 5 Noes: _____
Absent: _____
 Approved
 Minute Order Attached No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.

Date: _____
Attest: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California
By: _____
Deputy

COUNTY ADMINISTRATIVE OFFICER:

Requested Action Recommended
 No Opinion
Comments:

CAO: *[Signature]*