3. HIGH VOLUME POSTAGE METER -- CENTRAL SERVICES
   ## FUNDING -- CENTRAL SERVICES

(Request sent to 4 vendors)

RFB #19-0093   Contract

	Midwest Single Source, Inc.	
High Volume Postage Meter and Software	$31,448.81	
Meter Rental / Software Cost Per Year	$4,167.00	
Maintenance Cost Year 2, 1st Year Free	$4,932.00	
Lease Cost / 60 Month Lease (Per Month)	$1,297.76	
Model Number	IS5500	
Addendum #1	Yes	
Addendum #2	Yes	
	Pitney Bowes (Option 1)	**Pitney Bowes (Option 2)**
High Volume Postage Meter and Software	$25,632.15	**$30,445.48**
Monthly Meter Rental	$93.59	**$93.59**
Monthly Subscription Service	$58.05	**$58.05**
Annual SLA (1st Year Free)	$2,372.17	**$2,372.17**
Lease Cost / 60 Month Lease (Per Month)	$881.59	$985.56
Model Number	SendPro 3000 Standard, 170/270 LPM	**SendPro 3000 Production System, 205/310 LPM**
Addendum #1	Yes	**Yes**
Addendum #2	Yes	**Yes**

On behalf of Central Services, recommend to **accept the best value bid from Pitney Bowes (Option 2) in the amount of $30,445.48 and include the rates listed above pertaining to purchase.**

The Mailroom processes over 1 million mail pieces annually for Sedgwick County and District Court, including billing for COMCARE and the Health Department, absentee and mail in ballots, polling location notices, and jury duty summons. It is critical that the Mailroom maintains a high volume postage meter to meet this demand.

While Pitney Bowes Option 1 shows to be the lower option when looking at purchase and maintenance costs, there is a cost of labor savings by purchasing Option 2. Over the course of the 60 month term of the lease, the County would spend $4,813 if we chose Option 2 over Option 1. However, we would save $13,066 in labor costs, as shown in the chart below.

Current Average Hours Per Day Processing Mail	Hours Per Day Processing Mail with Option 1*	Increase Hours Per Year Processing Mail*	Cost of Labor per Hour for Mail Room	Cost of Increased Time Spent Processing Mail Per Year	Cost of Increased Time Spent Processing Mail Over 60 Month Term
3.5	4	126	$20.74	$2,613	$13,065

Calculation for these values shown in "Processing Speed Comparison" attachment.