Print Form

COUNTY DEPARTMENT AGENDA REQUEST

Department/Division: Fayette County Water System

Department Head: Tony Parrott

Presenter, if needed: Tony Parrott

Preferred Meeting Date: November 13, 2008

Wording for the Agenda:

Approval of staff's recommendation to award Bid #687 Folder/Inserter and Postage Meter to the low bidder, Alternative Mailing Systems, for a three year lease in the amount of $37,812.00, for the Fayette County Water System.

Background/History/Details:

The folder inserter is used to insert the water bills, and return envelope along with another insert occasionally to be mailed to the Water System customers. The lease on the current machine is up and we need to replace that machine with a newer model.

What action are you seeking from the Board of Commissioners?

Award of the bid to Alternative Mailing Systems for a three year lease.

If this item requires funding, please describe:

Funding is in the Water System budget 50541010-522321 (Equipment Rental)

Has this issue come before the Commissioners in the past? No

If so, when?

Do you need audio-visual for the presentation? No

Back-up Material Submitted? Yes

STAFF USE ONLY

Approved by Finance? Yes

Reviewed by Legal? Yes

Approved by Purchasing? Yes

Approved by Administrative Staff? Yes

Staff Notes

Administrator's Approval Yes

Confirmed Meeting Date Thursday, November 13, 2008

- ○ Recognition/ Presentation
- ○ Public Hearing
- ○ Old Business
- ○ New Business
- ◉ Consent
- ○ Report
- ○ Other