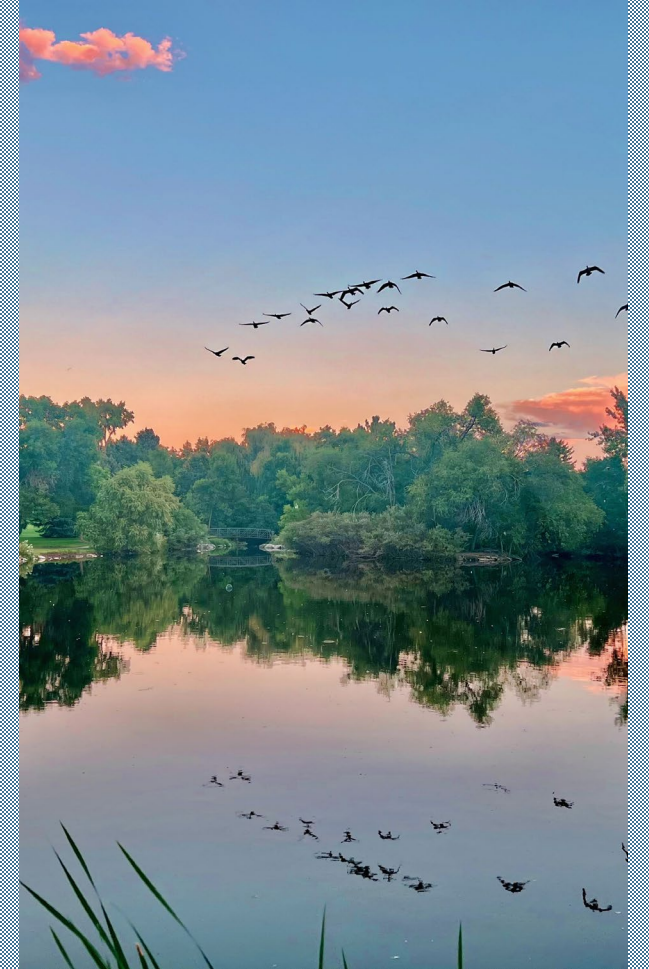


# ORD:31-2024 APPROVAL OF LEASE WITH PITNEY BOWES

Scott Rogers, I.T. Director

DECEMBER 3, 2024



# BACKGROUND

- The city provides in-house postage services
- United States Postal Service (USPS) is implementing new mailing technology in 2024 requiring upgrading the current postage meter hardware by 12/31/2024
- A new lease is required to upgrade equipment to comply with USPS regulations
- City code requires equipment leases greater than one year be approved by council

# FISCAL IMPACTS

Utilizing  
cooperative  
agreement

60-month lease

Payment will be  
\$505.71 per month  
(prior monthly payment  
\$466.64; or 8% increase)

## RECOMMENDATION

Staff recommends approval of ordinance 29-2024 approving a five-year lease with Pitney Bowes to provide a postage meter and related services to the city.

# QUESTIONS?