



Snohomish County Council

Legislation Text

File #: 2023-0423, Version: 1

Executive/Council Action Form (ECAF)

ITEM TITLE:

Motion 23-162, approving and authorizing execution of the purchase agreement and terms with Quadiant, Inc. for a mail processing machine

DEPARTMENT: Information Technology

ORIGINATOR: Dee White

EXECUTIVE RECOMMENDATION: Approved by Ken Klein 4/17/23

PURPOSE: The purpose of this ECAF is to approve and execute the agreement to purchase a new mail processing machine and associated subscriptions, support and maintenance for the Department of Information Technology.

BACKGROUND: The County’s IT Department uses a mail processing machine to help the mail room’s high-volume mailing system. The mail machine provides postage cost reduction and improves the efficiency of the County’s mailing processes. This postage meter equipment delivers simple ergonomic operations, investment protection and cost savings along with reliable production and maximum uptime. The IT Department needs to purchase a new mail processing machine to replace the existing mail machine as it is beyond its useful life and the existing lease ended in 2022. The County published RFP-22-037BC to solicit proposals for a new mail processing machine and Quadiant was selected by the Snohomish County evaluation committee as submitting the highest-ranking proposal to provide this new mail processing machine. Purchasing a new mail processing machine and associated subscriptions and maintenance provides a savings of approximately 20% of the cost of leasing a new machine for 5 years. Approval of this ECAF will allow the IT Department to purchase a new mail processing machine and the necessary subscriptions and maintenance and lease the postage meter required for the system.

FISCAL IMPLICATIONS:

EXPEND: FUND, AGY, ORG, ACTY, OBJ, AU	CURRENT YR	2ND YR	1ST 6 YRS
505 5148706401 IT Mail Equipment	\$31,932	\$6,480	\$59,564
Plus applicable sales tax			
TOTAL	\$31,932	\$6,480	\$59,564

REVENUE: FUND, AGY, ORG, REV, SOURCE	CURRENT YR	2ND YR	1ST 6 YRS

