

CLEVELAND PUBLIC LIBRARY

Finance Committee

December 13, 2016

RESOLUTION RATIFYING AGREEMENT WITH PITNEY BOWES

WHEREAS, The Cleveland Public Library has determined that it could achieve an annual cost savings of \$16,608 by eliminating all outgoing mail service from the Lakeshore Facility and transferring the service to the Main Library, thus rendering it unnecessary to lease mailing equipment for both facilities; and

WHEREAS, The Library sought a price proposal from Pitney-Bowes, the Library's current provider of mailing equipment, for the lease of mailing equipment for the Main Library only; and

WHEREAS, On February 19, 2016, Pitney-Bowes, submitted to the Library a price proposal and lease agreement for a 60 month term under which Pitney-Bowes agreed to provide mailing equipment at the Main Library for a monthly lease fee of \$782, and which allows the Library to terminate the lease agreement at any time for convenience upon thirty (30) days' notice; and

WHEREAS, On March 22, 2016 the Library's Executive Director, CEO executed a 60 month lease agreement with Pitney-Bowes at the monthly rate of \$782 to be paid in quarterly installments; now therefore be it

RESOLVED, That the Board of Library Trustees hereby ratifies the agreement executed by the Executive Director, CEO on March 22, 2016 for the lease of mailing equipment at the rate of \$782 per month for a 60 month term for an amount not-to-exceed \$46,920.00 from March 31, 2016 through March 30, 2021, to be paid from the General Fund Account 12280053-53520 (Equipment Rental).