



Council Agenda Item 26-0336R

MEETING DATE: April 27, 2026

SUBJECT/TITLE: RESOLUTION AUTHORIZING A FIVE-YEAR LEASE OF A MAIL MACHINE AND SERVICES WITH PITNEY BOWES FOR A TOTAL AMOUNT OF \$40,231.20.00.

SUBMITTED BY: Mike Wolf, Finance, Purchasing

RECOMMENDATION: Approve

BOARD/COMMISSION/COMMITTEE RECOMMENDATION: N/A

PREVIOUS COUNCIL ACTION: N/A

BACKGROUND: The City currently leases the Clerk's office's mailing machine, the current lease has expired and we need to enter into a new five-year lease. The lease includes a new machine as Pitney Bowes does not offer support for older products. The pricing for this lease comes from Minnesota State contract 218074, release M-499(5) and Naspo Valuepoint contract CTR-058808.

BUDGET/FISCAL IMPACT: This will be a five-year lease for a total of \$40,231.20 and is a budgeted expense.

OPTIONS: Approve or require the Clerk's office to operate without a serviceable mailing machine

NECESSARY ACTION: Approve award of contract

ATTACHMENTS: Exhibit A – Lease Agreement