CLARK COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM

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<td>Petitioner:</td>
<td>George W. Stevens, Chief Financial Officer</td>
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Recommendation:

That the Board of County Commissioners approve the participation in the Pitney Bowes Permit Reserve Account program, for management of the mail meters and business reply mail postage accounts; and authorize the Chief Financial Officer or his designee to sign the required US Postal Service documentation; or take other action as appropriate.

FISCAL IMPACT:

Funds available in 6870.000.102073400663050 (Annual expenditures on postal deposits for mail meters and business reply accounts estimated at $2,700,000).

BACKGROUND:

In behalf of Department of Finance, Central Services Division, Mail Room, this is a request for participation in the Pitney Bowes Permit Reserve Account program, which will allow centralized management of County mail meters and approximately 23 postal business reply accounts. At present, postal fund deposits are made into separate accounts with the US Postal Service, and monies cannot be moved from one account to another.

The Pitney Bowes meter account has an existing deposit relationship with the County, in which funds are held at the Pitney Bowes Bank, being strictly a postage fund bank. The Permit Reserve Account program will simply convert the 23 permit accounts to merge with the existing Pitney Bowes meter account. The benefits to the County include, but not limited to, consolidation of the 23 accounts into one account, reducing the number of requests to create vouchers every time a business reply mail account needs additional funds; online management of accounts; tracking postal expenses; scheduling electronic payments at set intervals or at certain dollar thresholds; eliminate check writing; ability to download reports for specific permit and meter transactions; and ability to transfer money from one account to another. Pitney Bowes returns a benefit to the County, as the postal deposit will earn interest and free postage credit each month based on amount of funds on deposit. The permits will be linked to the US Postal Service, whereby the US Postal Service will pull funds from the Pitney Bowes Bank.

In accordance with NRS 332.115.1, a discretionary award process is permissible, as mail meters and postal services as provided by the US Postal Service are exempt from bidding process, and therefore, by their nature, not adaptable to competitive bidding.

Prepared by: Deborah Johnson

Respectfully submitted,

YOLANDA KING
Director of Budget & Financial Planning

2/17/2009
Agenda Item #