

County Departments based on actual postage costs.

If the contract term is extended beyond the initial three year period (up to two additional 1 year periods), then General Services will include any increased pre-sort mailing services costs as part of the annual budget request.

The costs associated with preparing the agenda item are nominal and absorbed by department's FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board could choose not to approve the proposed contract. This action is not recommended because presort services provide a significant savings in annual postage expenses.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved the contract as to form.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION