



City Council

Approval of Interlocal Agreement with Department of Enterprise Services/Consolidated Mail Services to Provide for the City's General Mailing Services

Agenda Date: 7/9/2013
Agenda Item Number: 4.E
File Number: 13-0529

Type: contract **Version:** 1 **Status:** Passed

Agenda Item:

Approval of Interlocal Agreement with Department of Enterprise Services/Consolidated Mail Services to Provide for the City's General Mailing Services

Issue:

The City's Interlocal Agreement with Consolidated Mail Services (CMS) to provide handling of the City's general mailing services expires June 30, 2013. This agreement will renew services with CMS for the next two years.

Committee Recommendation:

Not referred to a Committee.

City Manager's Recommendation:

Move to approve and authorize the Mayor to sign the Interlocal Agreement with Department of Enterprise Services/Consolidated Mail Services.

Staff Contact:

Debbie Krumpols, Associate Line of Business Director, Administrative Services/Clerk Services Division, 360.753.8282

Presenter(s):

None

Background and Analysis:

There are no changes to the Interlocal Agreement, except the U.S. postage rate for first class 1 and 2-oz letters, which is regulated by the U.S. Postal Service. This rate increase went into effect January 27, 2013. They are reflected in the attached contract, Exhibit A, but result in no financial impact to this Interlocal Agreement between the City and CMS.

The City saves approximately \$7,000 per year in discounted postage rates by co-mingling its outgoing U.S. mail with other entities' mail by contracting with CMS for mail services.

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Neighborhood/Community Interests (if known):

None

Options:

Move to approve Interlocal Agreement with Department of Enterprise Services/Consolidated Mail Services and authorize Mayor to sign.

Financial Impact:

None