



**RESOURCE
MANAGEMENT AGENCY
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

ALLEN ISHIDA
District One

CONNIE CONWAY
District Two

PHILLIP A. COX
District Three

J. STEVEN WORTHLEY
District Four

MIKE ENNIS
District Five

AGENDA DATE: May 8, 2007

Public Hearing Required	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Resolution, Ordinance or Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)						
	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>

CONTACT PERSON: Celeste Perez PHONE: 559-733-6291

SUBJECT: Mail Sorter Replacement

REQUEST(S):

That the Board of Supervisors:

1. Approve the purchase of a Mail Sorter
2. Approve budget adjustment per AUD 308

SUMMARY:

The Mail Sorter at the Resource Management Agency Print & Mail Shop is approximately 10 years old. The doss based operating system on the personal computer will not support the new windows based annual software upgrade from the United States Post Office (USPS). Because of the age of our current Mail Sorter the manufacturer (Pitney Bowes) has not developed an upgrade to windows for our existing Mail Sorter and has indicated in writing that they have no plans to provide or develop an upgrade path.

The Health and Human Services Agency (HHSA) Cal Win program has a unique need that requires that the Print & Mail Shop have the capability to receive and process electronic files from Sacramento via DVD or an established data link. The electronic files are processed using our existing equipment with the Mail Sorter being a critical part of the Disaster Recovery process in obtaining a 24% discount in postage rates from the USPS for each piece of letter mail that is sorted using the Mail Sorter.

Through an MOU established between HHSA and RMA that calls for RMA to

SUBJECT: Mail Sorter Replacement
DATE: May 8, 2007

provide Business Continuity Services for Cal Win mail, HHSA has provided the funding for the replacement of the Mail Sorter so that all the letter mail that is processed on the Mail Sorter will continue to obtain the 24% discount from the USPS.

FISCAL IMPACT/FINANCING:

HHSA has provided the funds to replace the Mail Sorter.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

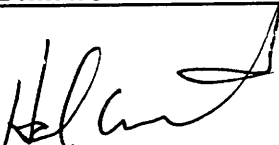
The replacement of the Mail Sorter has linkage to Strategic Initiative Number 4, Organizational Development. The new Mail Sorter will provide state of the art technology and infrastructure to better support better service delivery for Cal Win and all County departments.

ALTERNATIVES:

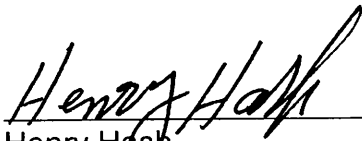
Do not replace the current Mail Sorter which will result in a significant increase in postage rates to all County Departments for letter mail.

INVOLVEMENT OF OTHER DEPARTMENTS OR AGENCIES:

ADMINISTRATIVE SIGN-OFF:



Hal Cypert
Assistant Director, Support Services



Henry Hash
Director

cc: Auditor/Controller
County Counsel
County Administrative Office (2)

Attachment(s)

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPROVING)
THE PURCHASE OF A MAIL SORTER)
FOR HHSA)

RESOLUTION NO. _____

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD ON MAY 8, 2007, BY
THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: C. BRIAN HADDIX
COUNTY ADMINISTRATIVE OFFICER
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

1. Approved the purchase of a Mail Sorter
2. Approved budget adjustment per AUD 308