



REQUEST FOR BOARD ACTION

ITEM NO. 6.

DATE OF MEETING: November 19, 2012

REQUESTED BY: Michael Mack, Solid Waste Director

SHORT TITLE: Resolution Authorizing a Purchase Order to Professional Mail Services, Inc., for Mailing of 2013-2014 Solid Waste Stickers in the Amount of \$10,000

BACKGROUND: In 2008 the County implemented an annual sticker program to better control access and use of the County's twelve (12) Convenience Centers.

The 2012 stickers will expire on December 31, 2012 and new ones must be provided to our solid waste fee payers. Professional Mail Services, Inc. (PMSI) is the mail handling service chosen by the Pender County Tax Assessor's office for tax billings. The Solid Waste database for this mailing originates from the Tax Assessor's office as their software is programmed to produce the file that PMSI uses. For the purpose of the solid waste sticker mailings, Pender Solid Waste "piggy backs" on the vendor of choice for the Tax Offices for direct mail services. In addition, PMSI is familiar with the uniqueness of our mailing since owners paying multiple fees must receive multiple stickers.

The next round of stickers will be mailed out during the week of December 10, 2012.

This cost was budgeted in this fiscal year's budget and no additional appropriation is necessary. Staff recommends approval of this resolution

SPECIFIC ACTION REQUESTED: Consider a resolution to authorize a purchase order to Professional Mail Services, Inc., as outlined above for mailing of the 2013-2014 Solid Waste Stickers in the amount of \$10,000.

COUNTY MANAGER'S RECOMMENDATION

Respectfully recommend approval.


Initial

RESOLUTION

NOW, THEREFORE BE IT RESOLVED by the Pender County Board of Commissioners that: a purchase order to Professional Mail Services, Inc. in the amount of \$ 10,000 is authorized for postage to mail the 2012 Solid Waste Stickers

75-401200 Postage \$ 10,000

The Chairman/County Manager is authorized to execute any document necessary to implement this resolution.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

YEA VOTES: Brown ___ Tate ___ Rivenbark ___ Ward ___ Williams ___

George R. Brown, Chairman 11/19/12
Date

ATTEST 11/19/12
Date