



## COUNTY COMMISSION

BALDWIN COUNTY  
312 Courthouse Square, Suite 12  
BAY MINETTE, ALABAMA 36507  
(251) 937-0264  
Fax (251) 580-2500  
www.baldwincountyal.gov

January 15, 2019

MEMBERS  
DISTRICT 1. JAMES E. BALL  
2. JOE DAVIS, III  
3. BILLIE JO UNDERWOOD  
4. CHARLES F. GRUBER

Neopost USA, Inc.  
c/o Accurate Control Equipment, Inc.  
P.O. Box 533  
Fairhope, AL 36533  
ATTN: Randall Staab

**REFERENCE:** Lease of One (1) Folder Inserter Machine for the Baldwin County Solid Waste Collections Department

Dear Mr. Staab:

The Baldwin County Commission during their regularly held meeting of January 15, 2019, approved the lease of one (1) Folder Inserter Machine for the Baldwin County Solid Waste Collections Department off the State of Alabama Bid in the amount of **\$919.86 per quarter** for a total amount of \$3,679.44 per year for thirty-six (36) months as follows:

**Neopost Model DS65INT 1 Document Feeder Folder Inserter  
Full Coverage Maintenance Contract**

**The machine will be placed at the Baldwin County Solid Waste Collections Department located in the Central Annex Building, 22251 Palmer Street, Robertsdale, Alabama, 36567**

Quarterly billing will be required to the Baldwin County Commission, 312 Courthouse Square, Suite 11, Bay Minette, AL 36507. Please find attached your executed copy of the Lease Agreement.

If you have any questions, please call the Purchasing Director, Wanda Gautney at (251) 580-2520.

Sincerely,

CHARLES F. GRUBER, Chairman  
Baldwin County Commission

CFG:wg Item #BE17

Attachment

cc: Wanda Gautney, Purchasing Director  
Terri Graham, Solid Waste Director

