



**TO:** Members of Council  
Thomas R Kneeland, Mayor  
Shane Ewald, City Attorney

**FROM:** Grant Crawford, Interim Director of Public Service and Engineering

**DATE:** August 16, 2019

**RE:** Report to Council, August 26, 2019

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**ACTION ITEM #1: MAIL MACHINE LEASE**

The City's mail machine lease expires in December 2019. The current lease is with Pitney Bowes. Pitney Bowes is able to offer pricing through the Sourcewell cooperative purchasing agreement (contract #041917-PIT) which satisfies the quote/RFP requirement. The monthly cost of the new machine, which has the same core function of the currently machine, will be \$538.27. We are respectfully requesting legislation authorizing the Mayor to enter into a 5-year lease with Pitney Bowes for the mail machine.

Legislation Needed: Ordinance

Emergency/Waiver: None

Vendor Name: Pitney Bowes

Vendor Address: 3001 Summer St, Stamford, CT 06926

Already Appropriated (Amounts & Accounts): funding will be included in the 2020 appropriations

**ACTION ITEM #2: TO ACCEPT WARRANTY DEED FOR 0.411 ACRES AND 0.793 ACRES ON MORSE ROAD, FROM S-K GAHANNA, LLC FOR RIGHT OF WAY PURPOSES, FOR SPECTRUM RETIREMENT COMMUNITIES, LCC.**

The City of Gahanna has received a Warranty Deed from S-K Gahanna, LLC, for properties located on Morse Road, for the Spectrum Senior Living Community. The deed conveys two adjoining parcels, being 0.411 acres and 0.793 acres, more or less. It is desirable and necessary to accept this Warranty Deed.

Legislation Needed: Ordinance

Emergency/Waiver: Both

**UPDATES**

None