

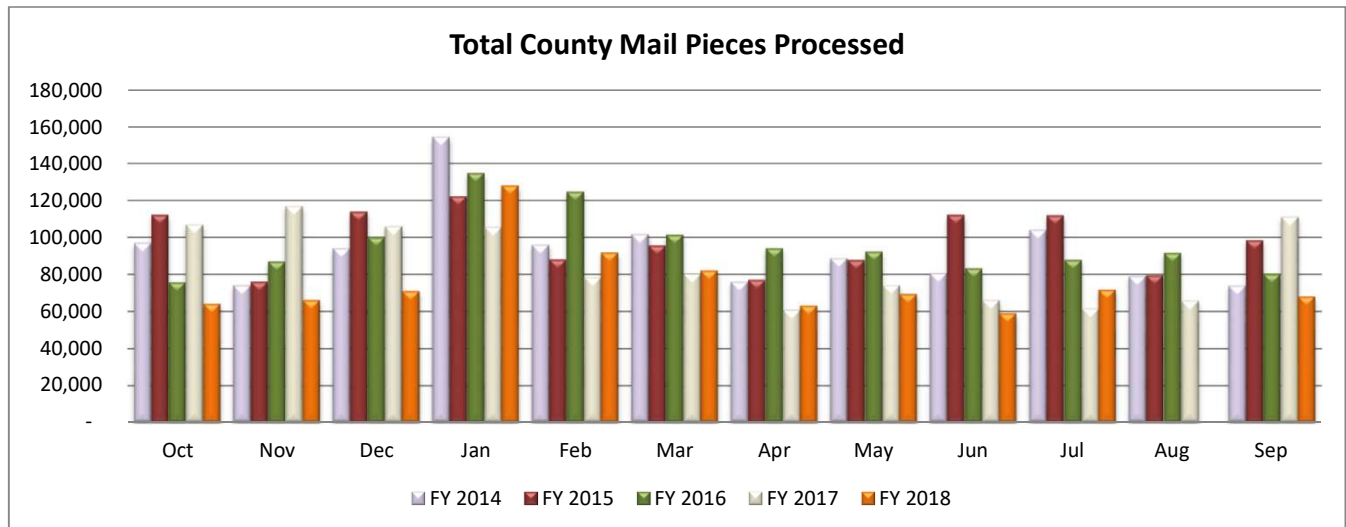
FY 2018 Support Services

Metering & Sorting

Support Services sorts mail received to deliver to each office and sorts outgoing mail by the first 3 digits in the zip code to get discounted rates. Mail is metered and boxed for delivery to the post office. Special items including larger parcels are metered on site prior to delivery.

Goals & Objectives

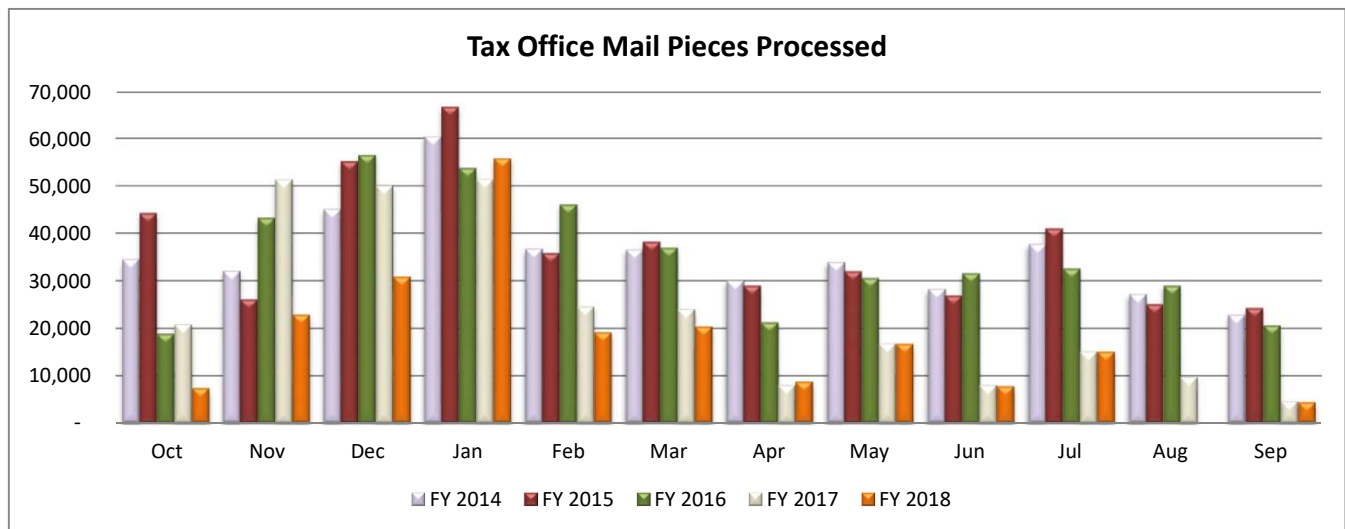
1. To work with departments and use presorted rate for over 75% of County mailings.
2. To provide next business day delivery on all outgoing mail 98% of the time.



· Total of all County mail pieces handled by month.

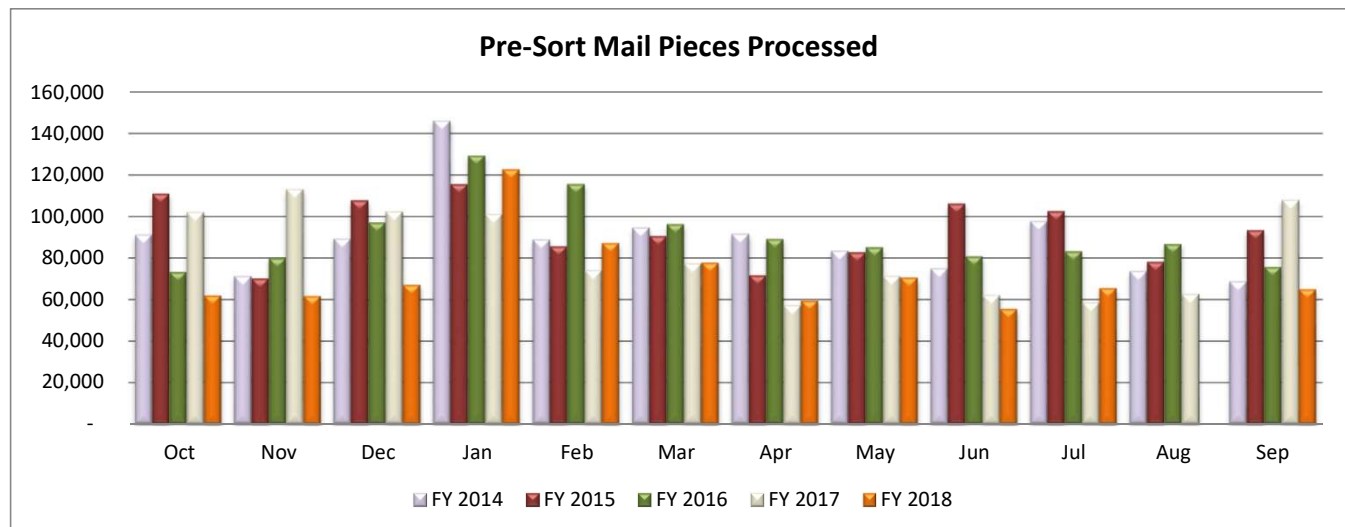
	Q1	Q2	Q3	Q4
FY 2014	265,561	352,233	245,693	257,494
FY 2015	302,101	306,060	277,139	290,056
FY 2016	262,811	360,730	269,511	259,550
FY 2017	329,768	264,360	201,265	238,688
FY 2018	201,912	302,165	192,077	140,131

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• Total of all mail pieces handled from the Tax Office by month.

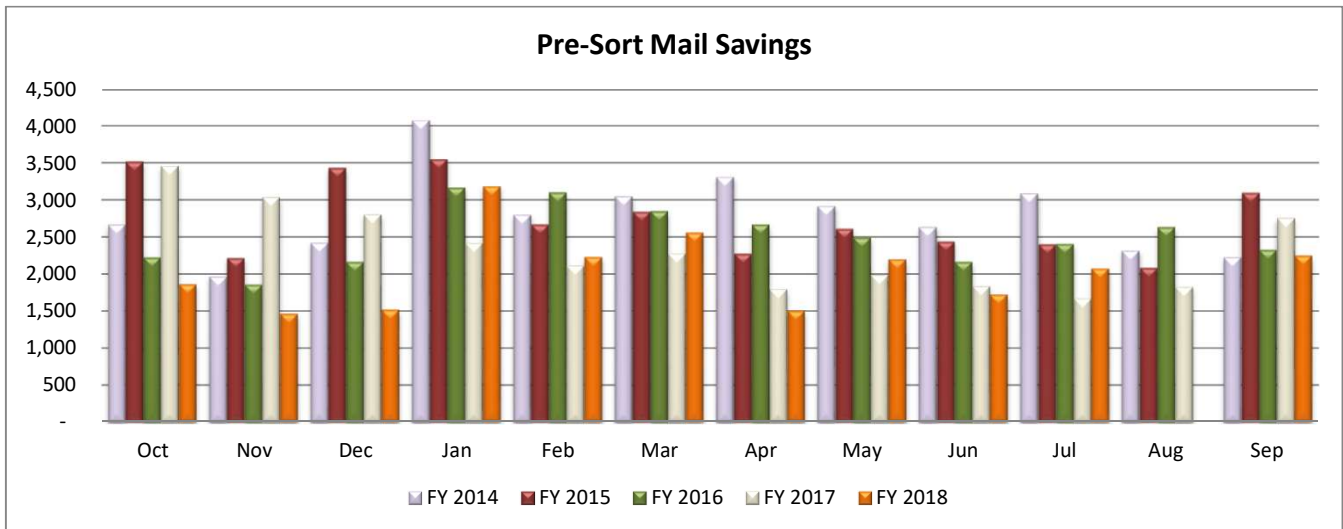
	Q1	Q2	Q3	Q4
FY 2014	111,742	133,804	92,282	87,806
FY 2015	125,457	140,665	87,780	90,240
FY 2016	118,759	136,913	83,556	82,350
FY 2017	122,343	100,066	33,050	29,579
FY 2018	61,019	95,299	33,068	19,439



• Total of all presort mail pieces handled by month.

	Q1	Q2	Q3	Q4
FY 2014	251,834	329,755	250,230	240,480
FY 2015	289,045	291,865	260,941	274,332
FY 2016	249,906	341,272	254,794	245,248
FY 2017	317,408	252,206	190,609	229,099
FY 2018	191,051	287,658	185,914	130,635

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· Total savings achieved by presorting mail each month.

	Q1		Q2		Q3		Q4	
FY 2014	\$	7,088	\$	9,943	\$	8,884	\$	7,665
FY 2015	\$	9,175	\$	9,068	\$	7,336	\$	7,596
FY 2016	\$	6,260	\$	9,127	\$	7,338	\$	7,376
FY 2017	\$	9,303	\$	6,812	\$	5,624	\$	6,259
FY 2018	\$	4,846	\$	7,980	\$	5,425	\$	4,322