

**DEPARTMENTAL INPUT**  
**CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION**

Rev 1

<input checked="" type="checkbox"/> <u>Accessing contract</u>	<input type="checkbox"/> <u>OTR</u>	<input type="checkbox"/> <u>CO</u>	<input type="checkbox"/> <u>SS</u>	<input type="checkbox"/> <u>BW</u>	<input type="checkbox"/> <u>Emergency</u>	Previous Contract/Project No: 600-760-11-1-A
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<input type="checkbox"/> <u>Re-Bid</u>	<input type="checkbox"/> <u>Other</u>
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LIVING WAGE APPLIES: YES ☒ NO

Requisition/Project No: **RQID1700063**

TERM OF CONTRACT: five years with five OTR

Requisition/Project Title: Mail Processing Equipment

**Description:** 5-year State Term Contract with up to 5 years of renewals options. Contract has 36, 48 and 60-month lease options. Core products offered under this Contract are the maintenance and lease of equipment, classified under six categories and may include: Mailing Machine with varying capacity, Meters, Sealers and Scales. Non-core products offered under the Contract are the lease or purchase of equipment that may include: Inserters, Folders, Openers, Folders-Inserters, Equipment Software, Supplies and Accessories.

Funding Source: Various  
User Department(s): Various

Issuing Department: Information Technology      Contact Person: R. Campbell      Phone: 305-375-3233  
Estimated Cost: \$2M five year with five option to renew year.

**ANALYSIS**

Commodity No.: 600-77		SIC:	
<b>Trade/Commodity/Service Opportunities</b>			
Contract/Project History of Previous Purchases For Previous Three (3) Years Check Here <b>N/A</b> if this is a New Contract/Purchase with no Previous History			
<u>EXISTING</u>		<u>2<sup>ND</sup> YEAR</u>	<u>3<sup>RD</sup> YEAR</u>
Contractor:	Pitney Bowes, Inc and Neopost USA, Inc.	Pitney Bowes, Inc and Neopost USA, Inc.	Pitney Bowes, Inc and Neopost USA, Inc.
Small Business Enterprise:	N/A	N/A	N/A
Contract Value:	\$1,859,241.00	\$1,859,241.00	\$1,859,241.00
Continued on another page (s): ____ Yes ____ x ____ No			

**RECOMMENDATIONS**

SBE	Set-Aside	Sub-Contractor Goal	Bid Preference	Selection Factor
		%		
		%		
		%		
		%		

Basis of Recommendation:

Signed: *Roma Campbell*

Date to DBD: March 13, 2017

Date Returned to DPM: \_\_\_\_\_