
Memorandum

To: Colleen Lipponer
From: Laurie Conley
Date: March 17, 2016
Subject: Bid Recommendation for the April 26, 2017 Board Meeting

Bid #17-31-0330: Production Digital Printer
Opening Date: March 30, 2017
Term of Contract: May 1, 2017 – April 30, 2018 with an option to extend for four additional years in one-year increments

Background

The Purchasing Office solicited bids to procure a production digital printer. Bid specifications were developed in collaboration with the Central Support Services staff. Bids were requested for a total of 19 items. Bid packets were distributed to seven vendors as a result of advertising and direct solicitation. Two bids, one of which was non-responsive, and two no-bids were received.

Analysis

The specifications called for award to be made based upon a weighted cost. The Purchasing Office contacted the lowest responsible bidder, Neopost USA, Inc. of Milford, CT to negotiate better prices and the vendor indicated that the prices were firm. Neopost USA, Inc. of Milford, CT has provided services to Eastern Suffolk BOCES in the past and their performance has been satisfactory.

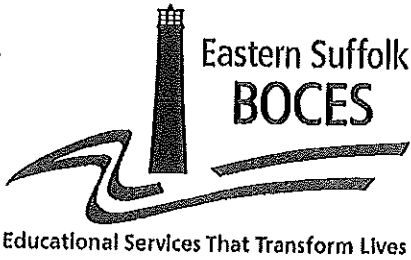
Recommendation

I recommend the award of Bid #17-31-0330: Production Digital Printer to Neopost USA, Inc. of Milford, CT as indicated above and detailed in the supporting documentation.

Attachments

Eastern Suffolk BOCES
 Bid 17-31-0330: Production Digital Printer
 Award Report

Vendor Recommended for Award	Line	UOM	Item Description	Low Bid
Neopost USA Inc.	00001	EA	5-Color Production Printer, Neopost Item# HD-CX1700 or Equal	23,500.00
Neopost USA Inc.	00002	EA	Envelope Kit, Neopost Item# HD-CXENVL or Equal	Included
Neopost USA Inc.	00003	EA	3 in 1 Paper Tray, Neopost Item# HD-CX-3 in 1 or Equal	Included
Neopost USA Inc.	00004	YR	Annual Maintenance Plan	1,587.85
Neopost USA Inc.	00005	EA	HD-CX Replacement Transfer Belt, Neopost Item# HD-CX-BELT or Equal	31.60
Neopost USA Inc.	00006	EA	HD-CX Image Drum - CYAN, Neopost Item# HD-CX-DC or Equal	102.24
Neopost USA Inc.	00007	EA	HD-CX1700 Image Drum - Clear, Neopost Item# HD-CX-DCL or Equal	92.34
Neopost USA Inc.	00008	EA	HD-CX Image Drum - Black, Neopost Item# HD-CX-DK or Equal	489.60
Neopost USA Inc.	00009	EA	HD-CX Image Drum - Magenta, Neopost Item# HD-CX-DM or Equal	102.24
Neopost USA Inc.	00010	EA	HD-CX1700 Image Drum - White, Neopost Item# HD-CX-DW or Equal	738.72
Neopost USA Inc.	00011	EA	HD-CX Image Drum - Yellow, Neopost Item# HD-CX-DY or Equal	102.24
Neopost USA Inc.	00012	EA	HD-CX Replacement Fuser, Neopost Item# HD-CX-FUSER or Equal	343.04
Neopost USA Inc.	00013	EA	HD-CX Toner - CYAN, Neopost Item# HD-CX-TC or Equal	100.48
Neopost USA Inc.	00014	EA	HD-CX Toner - Clear, Neopost Item# HD-CX-TCL or Equal	321.92
Neopost USA Inc.	00015	EA	HD-CX Toner - Black, Neopost Item# HD-CX-TK or Equal	164.64
Neopost USA Inc.	00016	EA	HD-CX Toner - Magenta, Neopost Item# HD-CX-TM or Equal	100.48
Neopost USA Inc.	00017	EA	HD-CX Toner - White, Neopost Item# HD-CX-TW or Equal	1,496.95
Neopost USA Inc.	00018	EA	HD-CX Toner - Yellow, Neopost Item# HD-CX-TY or Equal	100.48
Neopost USA Inc.	00019	EA	HD-CX Waste Toner Box, Neopost Item# HD-CX-WTBOX or Equal	2.52



Disclosure

EXHIBIT D

4311F.3
 Department of Business Services
 Board of Cooperative Educational Services
 First Supervisory District of Suffolk County
 201 Sunrise Highway
 Patchogue, NY 11772
 Phone: (631) 687-3160
 Fax: (631) 289-2327

Government entities, municipalities, and organizations that provide unpaid clinical or educational internships and/or work experience for ESBOCES students are exempt from completing this form.

This form must be completed by vendors (including, but not limited to, individuals, corporations, and partnerships) providing services/materials to ESBOCES. If this form is being completed in anticipation of a possible bid award, each bidder must complete this form and include it with the bid submission.

		Yes	No
1	Are you a family member of any ESBOCES employee or ESBOCES Board member?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Is any ESBOCES employee or ESBOCES Board member a member or employee of your firm, partnership, or association?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Is any ESBOCES employee or ESBOCES Board member an officer, director, or employee of your corporation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	Does any ESBOCES employee or ESBOCES Board member directly or indirectly control stock in your corporation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If you answered "Yes" to any of the above questions, please indicate the employee's name and position with ESBOCES or the name of the ESBOCES Board member.

Name of ESBOCES Employee or Board Member	Position with ESBOCES
Alain Fairise	President
Christopher OBrien	Executive Vice President
Kirk Shankle	Secretary
Fabrice Assous	Treasurer

Please list all officers, directors, and principals (such as owners and partners) of the vendor. In the case of corporations, shareholders owning or controlling five percent (5%) or more of the outstanding stock must be listed. Neopost USA Inc, a corporation duly formed under the laws of Delaware, USA on 12/29/76 is a direct, wholly-owned subsidiary of Mailroom Holding Inc, who in turn is wholly owned by Neopost S.A. Neopost is publicly traded on the French Stock Exchange as NEO FP

Name	Title
Alain Fairise	President
Christopher OBrien	Executive Vice President
Kirk Shankle	Secretary
Fabrice Assous	Treasurer

The undersigned affirms that the above information is true to the best of his/her knowledge and understands that any false statement constitutes a violation of the Penal Law and/or General Municipal Law, as applicable.

Legal Company Name Neopost USA, Inc.
(as shown on your W-9)

Address 478 Wheelers Farms Rd. Milford, CT 06461

Signature **Date** 3/22/2017

Print Name Kevin O'Connor **Title** VP US Marketing