

AUTHORIZE A NEW AGREEMENT WITH PITNEY BOWES INC FOR MAIL EQUIPMENT, SUPPLIES AND SERVICES

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Authorize a new agreement with Pitney Bowes Inc to provide mail equipment, supplies and services to all schools and central office departments at an estimated annual cost set forth in the Compensation Section of this report. Vendor was selected on a competitive basis pursuant to a Request for Proposal (RFP #137647) issued by the City of Chicago Department of Fleet and Facility Management, a governmental entity. Subsequently, Pitney Bowes Inc. entered into an agreement with the City of Chicago. Board Rule 7-4(b) authorizes the purchase of non-biddable and biddable items based on a contract between another governmental entity and its vendor. A written agreement for Vendor services is currently being negotiated. No services shall be provided by and no payment shall be made to Vendor prior to execution of their written agreement. The authority granted herein shall automatically rescind as to Vendor in the event their written agreement is not executed within 90 days of the date of this Board Report. Information pertinent to the agreement is stated below.

City of Chicago Department of Fleet and Facility Management Reference Contract # 47811

Contract Administrator : Washington, Ms. Nealean T / 773-553-2273

VENDOR:

- 1) Vendor # 17664
PITNEY BOWES INC 1
3001 SUMMER STREET
STAMFORD, CT 06926

Keelan Alberts
630 415-5155

Ownership: Publicly Traded

USER INFORMATION :

Project
Manager: 12210 - Procurement and Contracts Office

42 West Madison Street

Chicago, IL 60602

Mayfield, Mr. Charles Edward

773-553-2901

TERM:

The term of the agreement shall commence on August 1, 2020 and shall end July 31, 2022. The agreement shall have three (3) options to renew for periods of one (1) year each.

EARLY TERMINATION RIGHT:

The Board shall have the right to terminate this agreement with 30 days written notice.

SCOPE OF SERVICES:

Vendor will provide mail equipment, supplies for the equipment and mail services, including online postage, mail sorters, address printers, etc., as requested by the schools and central office departments.

DELIVERABLES:

Vendor will provide mail equipment, supplies, software, and services as requested by the schools for their mailing needs.

OUTCOMES:

Vendor's services will result in standardization of equipment, better customer services and up to 10% in savings across the district.

COMPENSATION:

Estimated annual costs for the original term are set forth below:

FY21 \$458,333
FY22 \$500,000
FY23 \$41,667

AUTHORIZATION:

Authorize the General Counsel to include other relevant terms and conditions in the written agreement. Authorize the President and Secretary to execute the agreements. Authorize Chief Procurement Officer to execute all ancillary documents required to administer or effectuate the agreements.

AFFIRMATIVE ACTION:

Pursuant to the Remedial Program for Minority and Women-Owned Business Enterprise Participation in Goods and Services contracts (M/WBE Program), this contract is waived of the M/WBE participation goals of 30% MBE and 7% WBE, because the contract is not further divisible.

LSC REVIEW:

Local School Council approval is not applicable to this report.

FINANCIAL:

Fund - Various Funds
Various Schools
FY21 \$458,333
FY22 \$500,000
FY23 \$41,667

Not to exceed \$1,000,000 for the two (2) year term.

Future year funding is contingent upon budget appropriation and approval.

CFDA#:

Not Applicable

GENERAL CONDITIONS:

Inspector General - Each party to the agreement shall acknowledge that, in accordance with 105 ILCS 5/34-13.1, the Inspector General of the Chicago Board of Education has the authority to conduct certain investigations and that the Inspector General shall have access to all information and personnel necessary to conduct those investigations.

Conflicts - The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former


Board members during the one year period following expiration or other termination of their terms of office.

Indebtedness - The Board's Indebtedness Policy adopted June 26, 1996 (96-0626-PO3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Ethics - The Board's Ethics Code adopted May 25, 2011 (11-0525-PO2), as amended from time to time, shall be incorporated into and made a part of the agreement.

Contingent Liability - The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:




JONATHAN MAPLES
Chief Procurement Officer

Approved:



JANICE K. JACKSON
Chief Executive Officer

Approved as to Legal Form: 



JOSEPH T. MORIARTY
General Counsel