

Condensed Title:

Request For Approval To Award Contracts to A & B Bulk Mailers, Inc., Prison Rehabilitative Industries and Diversified Enterprises, Inc. ("PRIDE"), Arrowmail Presort Co. Inc Jaguar Data Systems, Inc. and Globalperx, Inc. As Primary And/Or Secondary As Per Group Award, Pursuant To ITB No. 09-10/11 For Bulk Mailing Services, In The Estimated Total Annual Amount Of \$191,751.00.

Key Intended Outcome Supported:

Maximize efficient delivery of services

Supporting Data (Surveys, Environmental Scan, etc.): 65% of residents and 55% of business rated overall value for tax dollars paid as excellent or good.

Issue:

Shall the City Commission Approve The Award of Contract?

Item Summary/Recommendation:

The purpose of Invitation to Bid No. 09-10/11 (the "Bid") is to award contracts to the lowest and the best bidders, for the provision of bulk mailing services, on an "as needed" basis for the term of the contracts.

The contracts shall remain in effect for one (1) year from date of contract execution by the Mayor and City Clerk, and may be renewed by mutual agreement for two (2) additional years, on a year-to-year basis.

The Bid was issued on December 21, 2010, with an opening date of February 3, 2011. A pre-bid meeting to provide information to the bidders submitting a response was held on January 13, 2011.

BidNet issued bid notices to 30 prospective bidders, BidSync (formerly known as RFP Depot) issued bid notices to 27 prospective bidders, and 9 additional bidders were notified by the Procurement Division via mail, e-mail, and fax transmission, which resulted in the receipt of five (5) bids: Arrowmail Presort Co. Inc., Jaguar Data Systems, Inc., A & B Bulk Mailers, Inc., Prison Rehabilitative Industries and Diversified Enterprises, Inc. ("PRIDE"). Globalperx, Inc.

The Administration recommends awarding primary and secondary contracts to the lowest and best bidders per group.

THE ADMINISTRATION RECOMMENDS APPROVING THE AWARD OF CONTRACTS.

Advisory Board Recommendation:

N/A

Financial Information:

Source of Funds:		Amount	Account
OBPI	1	\$ 1,865	Building Department Account No. 011-1510-000321
	2	\$ 8,500	Planning Department Account No. 011-520-000321
	3	\$ 1,450	Planning Department Account No. 011-520-000324
		\$ 600	Planning Department Account No. 011-520-000341
		\$ 33,000	Planning Department Account No. 011-520-000501
		\$ 10,000	Communications Department Account No. 011-0350-0324
		\$ 45,000	Communications Department Account No. 011-0350-0321
		\$ 19,836	Mayor & Commission Account No. 011-0100-000501
		\$ 6,000	Parks and Recreation Department Account No. 011-0950-000321
		\$ 50,000	CIP Office Other Contractual Account No. 011-0820-000349
	\$ 10,500	Parking Department Account No.480-0461-000321	
	\$ 5,000	Finance Department Account No. 011-0362-000321	
	Total	\$ 191,751	

Financial Impact Summary: N/A

City Clerk's Office Legislative Tracking:

Gus Lopez, Director Ext # 6641

Sign-Offs:

Department Director	Assistant City Manager	City Manager
RP _____ GL _____	PDW _____	JMG _____

T:\AGENDA\2011\5-11-11\ITB-09-10-11 Bulk Mailing - Summary.doc





MIAMIBEACH

City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139, www.miamibeachfl.gov

COMMISSION MEMORANDUM

TO: Mayor Matti Herrera Bower and Members of the City Commission

FROM: Jorge M. Gonzalez, City Manager *Jorge*

DATE: May 11, 2011

SUBJECT: **REQUEST FOR APPROVAL TO AWARD CONTRACTS TO THE FOLLOWING VENDORS: A&B BULK MAILERS, INC., ARROWMAIL PRESORT CO. INC., PRISON REHABILITATIVE INDUSTRIES AND DIVERSIFIED ENTERPRISE, INC (PRIDE ENTERPRISES, INC.), JAGUAR DATA SYSTEMS, INC. AND GLOBALPEX, INC. AS PRIMARY AND/OR SECONDARY AS PER GROUP AWARD PURSUANT TO INVITATION TO BID NO. 09-10/11, FOR BULK MAILING SERVICES IN THE ESTIMATED ANNUAL AMOUNT OF \$ 191,751.00**

ADMINISTRATION RECOMMENDATION

Approve the award of contracts.

BID AMOUNT AND FUNDING

Funding is available from the following Accounts:

\$ 1,865	Building Department Account No. 011-1510-000321
\$ 8,500	Planning Department Account No. 011-520-000321
\$ 1,450	Planning Department Account No. 011-520-000324
\$ 600	Planning Department Account No. 011-520-000341
\$ 33,000	Planning Department Account No. 011-520-000501
\$ 10,000	Communications Department Account No. 011-0350-0324
\$ 45,000	Communications Department Account No. 011-0350-0321
\$ 19,836	Mayor & Commission Account No. 011-0100-000501
\$ 6,000	Parks and Recreation Department Account No. 011-0950-000321
\$ 50,000	CIP Office Other Contractual Account No. 011-0820-000349
\$ 10,500	Parking Department Account No. 480-0461-000321
\$ 5,000	Finance Department Account No. 011-0362-000321
\$191,751	

The estimated annual amount is based on current operational funding availability. These contracts will be available for several years and additional services may be included.

KEY INTENDED OUTCOME SUPPORTED

Maximize efficient delivery of services.

ANALYSIS

The purpose of Invitation to Bid No. 09-10/11 (the "Bid") is to award contracts to the lowest and the best bidders, for the provision of bulk mailing services, on an "as needed" basis for the term of the contracts.

The contracts shall remain in effect for one (1) year from date of contract execution by the Mayor and City Clerk, and may be renewed by mutual agreement for two (2) additional years, on a year to year basis.

BID PROCESS

The Bid was issued on December 21, 2010, with an opening date of February 3, 2011. A pre-bid meeting to provide information to the bidders submitting a response was held on January 13, 2011.

BidNet issued bid notices to 30 prospective bidders, BidSync (formerly known as RFP Depot) issued bid notices to 27 prospective bidders, and 9 additional bidders were notified by the Procurement Division via mail, e-mail, and fax transmission, which resulted in the receipt of following five (5) bids:

1. **Arrowmail Presort Co. Inc**
2. **Jaguar Data Systems, Inc**
3. **A & B Bulk Mailers, Inc**
4. **Prison Rehabilitative Industries and Diversified Enterprises, Inc. (PRIDE)**
5. **Globalperx, Inc**

The responsiveness test performed by the Procurement Division resulted in all bids received being deemed responsive. As part of the responsiveness' due diligence performed by the Procurement Division, the City's Attorneys Office was requested to express a legal opinion as to whether the City's Living Wage Ordinance applied to inmates that will be providing bulk mailing services to the City as part of the inmate training program operated by PRIDE based on the following facts:

1. On March 2, 2011, PRIDE was contacted via email with the following request: "This Bid is subject to the City's Living Wage Ordinance which requires that the awarded contractor provide a minimum hourly wage (noted on the Certification) to all employees working on the City contract. Please review the required wages, fill out, and return the attached Living Wage Certification."
2. PRIDE's response to the above request is that City's Living Wage requirements do not apply to PRIDE since prisoners are not employees. PRIDE provided as a basis for their argument the United States Court of Appeals, 11th Circuit Court decision, relative to GAMBETTA V. PRIDE, Case No. 96-4253.

After the review of the aforementioned court case, the City Attorney's Office opined that the City's Living Wage Ordinance does not apply to PRIDE.

On March 23, 2011, the Technical Review Panel (the "Panel") consisting of the following individuals convened. After the review of the responsive bids, the each Panel member made the final recommendation on behalf of their respective departments:

- Aida Rodriguez, Financial Analyst I, CIP Office
- Jackie Gonzalez, Public Information Specialist, Parks and Recreation Department
- John Antona, Chief Elevator Inspector, Building Department
- Luis Wong, Office Manager, Mayor's Office
- Manny Marquez, Revenue Manager, Finance Department
- Mohsen Jarahpour, Chief Engineering Inspector, Building Department

- Nannette Rodriguez, Public Information Officer, Communications Department
- Rocio Alba, Financial Analysts III, Parking Department
- Elizabeth Posada, Office Associate IV, Parking Department
- Steve Green, Office Manager, Planning Department

The ITB process requested bidders to submit unit pricing for the items/tasks most frequently utilized in order to secure fixed prices for any options that the various user departments may need throughout the life of the contract such as; the possibility of inserting additional pieces of mail, selection of postage between pre-sorted Standard or 1st Class, and the option of printing simplex (one side) or duplex (two sides). The lowest bidders per group considering all the available options are being recommended for award as follows:

<u>Underlined twice and bold</u>	Lowest Bidder Per Group
<u>Underlined (once)</u>	Second Lowest Bidder Per Group

GROUP A: Communications Department

MB magazine					
64 pg (45 lb) + 4 page cover (70 lb.) Saddle Stitched.					
Final Size: 8 ½ x 11					
Publishes 4 times a year; each issue prints approximately 65,000 copies.					
	ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX, INC
ANNUAL COST GROUP A	<u>\$146,140</u>	\$198,900	<u>\$53,946</u>	NO BID	NO BID

GROUP B: Parks and Recreation Department

Recreation Review magazine					
48 pg (70 lb.) self cover. Saddle Stitched.					
Final Size: 8 ½ x 11					
Publishes 1 time a year; Annually Estimated Quantity: 14,000 copies.					
	ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX, INC
ANNUAL COST GROUP B	NO BID	<u>\$14,364</u>	<u>\$7,854</u>	NO BID	NO BID

GROUP C: CIP Office

C.1: Annual Publication (Report to the Community)					
36 pg (45lb) + Cover (70lb) Saddle Stitched					
Final Size: 8 ½ x 10					
Publishes once a year. Annually estimated quantities: 60,000					
	ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX, INC
ANNUAL COST GROUP C.1	<u>\$33,590</u>	NO BID	<u>\$12,476</u>	NO BID	NO BID

C.2: CIP Postcards					
5" x 7"					
Anticipated frequency: 6 times per year. Average mailing: 1500 (varies)					
Annually Estimated Quantity: 9,000 Postcards					
	ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX , INC
ANNUAL COST GROUP C.2	<u>\$3,774</u>	NO BID	\$ 4,097.88	<u>\$ 3,609</u>	NO BID

C.3: Public Hearings Notifications					
Sent to Miami Beach residents within (375 ft.) radius of property.					
Print standard 8 ½ by 11 letter. Stuff in standard #10 envelope. Print address on label.					
Annually Estimated Quantity: 25,000					
	ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX , INC
ANNUAL COST GROUP C.3	<u>\$ 25,500</u>	NO BID	\$ 27,632.50	<u>\$ 19,900</u>	\$ 32,625

GROUP D: Parking Department

D.1: Renewal Letters or Other Notices					
Print Renewal or Notices on 8.5" x 11" (provided in electronic format: Form Letter and Database). Recurring (bi-weekly) mail in smaller volume and/or larger mail volume.					
Stuff in #10 envelope with window. Annually Estimated Quantity: 15,000 to 20,000 letters					
	ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX , INC
ANNUAL COST GROUP D.1	\$ 21,310	NO BID	\$ 24,700	<u>\$ 16,180</u>	<u>\$ 20,475</u>

D.2: Postcards Advertising IPark					
5" x 7" Postcards					
Anticipated frequency: Once a year.					
Annually Estimated Quantity: 65,000 postcards					
	ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX , INC
ANNUAL COST GROUP D.2	\$ 25,140	NO BID	<u>\$ 10,533.50</u>	<u>\$ 16,315</u>	NO BID

GROUP E: Building / Code Compliance Departments

E. 1: Elevator Billing					
Print Elevator bill on perforated paper. Stuff in #10 envelope with window; Include #9 return envelope with window. Mailed to all facilities in Miami Beach with licensed elevators Annually Estimated Quantity: 1000 bills issued in three batches (August, September and October)					
	ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX , INC
ANNUAL COST GROUP E.1	\$ 968	NO BID	\$1,951.50	<u>\$ 715</u>	<u>\$955</u>

E.2: CRS Outreach (Governmental Compliance Flood Management) TO RESIDENTS					
Sent to Miami Beach residents. (two pages) Print standard 8 ½ by 11 letter. Stuff in standard #10 envelope. Print address on envelope (addresses will be provided) Annually Estimated Quantity: 200 notices					
	ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX , INC
ANNUAL COST GROUP E.2	<u>\$ 257.60</u>	NO BID	<u>\$200</u>	\$ 417.60	\$267

E.3: CRS Outreach (Governmental Compliance Flood Management) TO BUSINESS OWNERS					
Sent to Miami Beach business owners. Print standard 8 ½ by 11 letter (1 page). Stuff in standard #10 envelope. Print address on envelope (addresses will be provided) Annually Estimated Quantity: 175 notices					
	ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX , INC
ANNUAL COST GROUP E.3	<u>\$230.78</u>	NO BID	<u>\$175</u>	\$365.73	\$233.62

GROUP F: Finance Department

F.1: Utility Billing					
Print Utility bill on Standard Register stock paper number 8140C04. The paper is 8 1/2" by 14" and is used to mail out the bill and as a return envelope for the customer. Duplex. Refer to Appendix "B". Billed in 47 different routes, i.e. files, throughout the entire month; Mailed to Utility Billing Recipients. 10,050 Utility Bills (monthly). Annually Estimated Quantity: 120,600					
	ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX , INC
ANNUAL COST GROUP F.1	<u>\$124,026.80</u>	NO BID	NO BID	NO BID	NO BID
NO AWARD					

F.2: Utility Bill Late Notice					
Print Utility Bill Late Notices (provided in electronic format – PDF) Stuff in #10 envelope with window. Include #9 return envelope with window. 1,000 Utility Bill Late Notices (monthly)					
Annually Estimated Quantity: 12,000 Utility Bill Late Notices					
	ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX , INC
ANNUAL COST GROUP F.2	<u>\$11,126.80</u>	NO BID	\$12,866	<u>\$8,772 (*)</u>	\$11,460
NO AWARD					

F.3: Business Tax Renewal Notices
Print Business Tax Renewal Notices (provided in electronic format – PDF)
Stuff in #10 envelope with window. Include #9 return envelope with window
Annually Estimated Quantity: 8,000 Business Tax Renewal (BTR) Notices
No award has been made for F.3. The Finance Department has elected option F.3.B

F.3.B: Business Tax Renewal Notices - Postcards					
Size 4'x 6' – DUPLEX					
Annually Estimated Quantity: 8,000 Business Tax Renewal (BTR) Notices					
	ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX, INC
ANNUAL COST GROUP F.3.B	<u>\$3,138</u>	NO BID	<u>\$1,550</u>	\$3,392	NO BID

F.4: Business Tax Reminder Notices
Print Business Tax Reminder Notices (provided in electronic format – PDF)
Stuff in #10 envelope with window. Include #9 return envelope with window
Annually Estimated Quantity: 8,000 Business Tax Reminder Notices
No award has been made for F.4. The Finance Department has elected option F.4.B

F.4.B: Business Tax Reminder Notices - Postcards					
Size 4'x 6' - DUPLEX					
Annually Estimated Quantity: 8,000 Business Tax Reminder Notices					
	ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX, INC
ANNUAL COST GROUP F.4.B	<u>\$3,138</u>	NO BID	<u>\$1,550</u>	\$3,392	NO BID

GROUP G: Mayor's Office

Letters to Residents					
Print Letters (provided in electronic format – PDF)					
Stuff in #10 envelope with window.					
Annually Estimated Quantity: 20,000 – 25,000 letters					
	ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX, INC
ANNUAL COST GROUP G	\$25,750	\$27,950	\$27,435	<u>\$8,775</u>	<u>\$24,500</u>

GROUP H: Central Services- Citywide

Postcards					
Size 4'x 6'					
Annually Estimated Quantity: 500 (varies)					
	ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX, INC
ANNUAL COST GROUP H	<u>\$220.54</u>	NO BID	<u>\$150</u>	\$392	NO BID

GROUP I: Planning Department

I.1: Condo Courtesy Notices – Postcards					
Sent to Miami Beach residents. Annual Estimated Quantity: 10,000 (Varies)					
Print 5"x 7" Postcard. Print address in postcards or label					
	ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX, INC
ANNUAL COST GROUP I.1	<u>\$3,910</u>	\$5,670	<u>\$1,919</u>	\$4,670	NO BID

I.2: Public Hearings Notifications					
Sent to Miami Beach residents. Print standard 8 ½ by 11 letter. Stuff in standard #10 envelope					
Annually Estimated Quantity: 50,000 (Varies)					
	ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX, INC
ANNUAL COST GROUP I.2	\$51,450	\$59,300	<u>\$51,300</u>	<u>\$41,950</u>	\$65,250

SUMMARY OF AWARDS PER COMPANY

ARROWMAIL PRESORT CO, INC.	JAGUAR DATA SYSTEMS, INC	A&B BULK MAILERS, INC	PRIDE ENTERPRISES, INC	GLOBALPEX, INC
GROUP A - SECONDARY		GROUP A - PRIMARY		
	GROUP B - SECONDARY	GROUP B - PRIMARY		
GROUP C.1 - SECONDARY		GROUP C.1 - PRIMARY		
GROUP C.2 - SECONDARY			GROUP C.2 - PRIMARY	
GROUP C.3 - SECONDARY			GROUP C.3 - PRIMARY	
GROUP D.1 - SECONDARY			GROUP D.1 - PRIMARY	
		GROUP D.2 - PRIMARY	GROUP D.2 - SECONDARY	
			GROUP E.1 - PRIMARY	GROUP E.1 - SECONDARY
GROUP E.2 - SECONDARY		GROUP E.2 - PRIMARY		
GROUP E.3 - SECONDARY		GROUP E.3 - PRIMARY		
GROUP F.3 - SECONDARY		F.3.B - PRIMARY		
F.4.B. - SECONDARY		F.4.B - PRIMARY		
			GROUP G - PRIMARY	GROUP G - SECONDARY
GROUP H - SECONDARY		GROUP H - PRIMARY		
GROUP I.1 - SECONDARY		GROUP I.1 - PRIMARY		
		GROUP I.2 - SECONDARY	GROUP I.2 - PRIMARY	

COMPANY PROFILES

A&B BULK MAILERS, INC

A & B Bulk has been in business for 30 years. It is located at 4412 NW 74th Avenue, Miami, Florida. A & B Bulk Mailers, Inc's facility consist of six thousand square feet which are broken down between two offices, mailroom preparation area, material storage and employee lunch area.

A & B Bulk Mailers Inc currently provide bulk mailing services to the City of Miami Beach's Parks and Recreation, CIP, Parking, and Building Departments. A & B Bulk Mailers, Inc also provides services to Curtis Publishing Company, Alpha-1 Foundation, Fairchild Tropical Gardens, City of Hialeah, Big Red Q, Dade Christian School, Insignia Parts Distributors Sunshine Jewelry, and Alta Graphics.

All clients have consistently rate the performance of A & B Bulk Mailers' Inc as a "10" when requested to provide feedback on their ability to provide mailing services on a timely basis, customer services and professionalism, work under emergency conditions, provide proper documentation and invoice, and overall satisfaction to hire this vendor again.

In addition, several City of Miami Beach departments have worked for the past years with A & B Bulk Mailer's Inc. They have provided positive and satisfactory feedback in regards to A & B Bulk Mailers' overall performance. They have further comment that "A&B Bulk Mailers Inc's staff has not only provided excellent customer service and professionalism throughout the years, but their mail service expertise has been very valuable. In addition, they proactively provide us the latest postal rate information and actions made by the postal authorities that may affect our mailing services".

In case of a natural disaster or warning, A & B Bulk Mailers, Inc. has implemented a series of emergency guideline such as the testing of all generators prior to storm; all vehicles fuel containers must be filled; all the breakers must be in the off position prior to storm; all servers are to be backed up into a portable back-up; all printed material should be stretch wrapped and covered with vinyl and placed on single pallets for wall racks or on double pallets; the clients are provided with the owner and office manager's cell phones.

PRISON REHABILITATION INDUSTRIES AND DIVERSIFIED ENTERPRISE, INC (“PRIDE ENTERPRISES, INC”)

Chapter 946 of the Florida Status mandate that a private, non-profit corporation be established, independent of the state, to operate the correctional work program for the state Department of Correction (DOC). Since 1981, the program has been operated by Prison Rehabilitation Industries and Diversified Enterprises, Inc (“PRIDE”). Using prisoner labor, PRIDE manufactures and produces a wide range of products which it sells both internationally and to government entities in U.S.A.

In order to prepare inmates for release, PRIDE simulates a real-world business environment: inmate complete employment applications and are interviewed, receive on-the-job-training and performance evaluations, and can file grievances and be terminated for cause. PRIDE currently pays inmate workers 45 to 50 cents per hour, some of which goes to repay the cost of incarceration, some to victim restitution, and some into inmate's account.

PRIDE maintains its own purchasing and accounting system and controls all manufacturing and shipping functions. The lease of facilities to PRIDE at each correctional work program are required by statute to be negotiated by Florida Department of Management Service and approved by the Attorney General and Governor.

PRIDE will be providing services to the City of Miami Beach from their facility located at Bushnell, Florida. They will be utilizing their own permit and there will be no additional cost to the City by utilizing the entry point of Bushnell to the Postal Service.

PRIDE currently provides services for City of Lakeland, Town of Jupiter, Florida Department of Environmental Protection, Florida FDOT – Sunpass, City of Tamarac, City of Titusville, City of Port Orange.

ARROWMAIL PRESORT CO, INC.

Arrowmail Presort Co. Inc has been in business for 20 years in the mailing business. It was established in 1991 to serve the Florida Pre-sort market. Arrowmail Presort Co, Inc.'s facility is located just on mile east of the Florida Turnpike and two miles from the USPS General Mail Facility and USPS International Mail Processing Plant.

Arrowmail Presort Co, Inc has been classified by the USPS as a BMU (Business Mobile Unit) and has a full time USPS Postal Clerk on site to clear all mail. In addition, they are tied into two of the Postal Service's most important logistic systems: Postal One for the routing of both Surface Mail and Air Mail and Fast Forward for all move update requirements.

Arrowmail Presort Co, Inc. holds a 70% market share of the total outsourced presort mail in South Florida and services approximately 65% of all of the major corporate mailrooms in the region. Client retention over 15 years approaches 95%. Arrowmail Presort Co, Inc provide

mail services to Miami-Dade Property Appraisal, Miami-Dade GSA, Social Service Coordinators, Inc, United Automobile Insurance, Nova Southeastern University.

Arrowmail Presort Co, Inc.'s 55,000 square foot building is equipped with an onsite Caterpillar Generator Model 650R0ZD that backs up 100% of the facility. It also has Redundant T1 lines for data and voice systems that would allow them to transfer and receive data at any time. During times of potential storm danger, they notify the customer and will arrange for special pick up and handling of mail. In the event of structural damage to their facility, they have partnered with TC Specialist in Orlando to transport the mail via Arrowmail's trucks and handle the mail from there.

BENEFITS RESULTING FROM THE CONTRACTS BULK MAILING SERVICES

The contracts will establish the appropriate purchase authority for the provision of bulk mailing services. The contracts requested fixed prices for various features and/or tasks which will provide user departments with the flexibility to ensure they can fulfill their mailing service requirements every time in a timely manner at the lowest cost.

For some user departments the outcome of these contracts may result in potential savings. For other user departments the outsourcing of these services will allow them to allocate their human resources in a more effective and efficient manner, therefore eliminating routine mailing tasks from their staff's daily responsibilities.

CITY MANAGER'S REVIEW

After considering the review and recommendation of City staff, the City Manager exercised his due diligence and is recommending to the Mayor and the City Commission to award the contracts to A & B Bulk Mailers, Inc., Arrowmail Presort Co. Inc., Prison Rehabilitative Industries and Diversified Enterprises, Inc. (PRIDE Enterprises, Inc), Jaguar Data Systems, Inc. and Globalperx, Inc.

CONCLUSION

Based on the aforementioned, the Administration recommends that the Mayor and City Commission accept the City Manager's recommendation to award contracts to A & B Bulk Mailers, Inc., Arrowmail Presort Co. Inc., Prison Rehabilitative Industries and Diversified Enterprises, Inc. (PRIDE Enterprises, Inc), Jaguar Data Systems, Inc. and Globalperx, Inc. as primary and/or secondary as per group award, pursuant to ITB No. 09-10/11 for Bulk Mailing Services, in the estimated total annual amount of \$191,751.00.

THIS PAGE INTENTIONALLY LEFT BLANK