

# PURCHASING AGENDA ITEM

Hernando County School District

**School Board Approval Meeting:**

**August 12, 2025**

**Bid No. 26-600-09 PB**

**Bid Title: Mail Processing Equipment**

*Recommend approval of this agenda item under the specific category below:*

- |   |  |   |   |
|---|--|---|---|
| <input type="checkbox"/> Lowest Bid(s)        | <input type="checkbox"/> Request for Proposal(s)                 | <input type="checkbox"/> Low Bid(s) Meeting Specification | <input type="checkbox"/> Rejection/Cancellation   |
| <input type="checkbox"/> Revised Award        | <input type="checkbox"/> Renewal of Contract                     | <input type="checkbox"/> Sole/Single Source               | <input type="checkbox"/> Re-Award (Partial/Whole) |
| <input type="checkbox"/> Contract Termination | <input type="checkbox"/> Amendments to Contract                  | <input type="checkbox"/> Extension of Contract            | <input type="checkbox"/> Emergency                |
| <input type="checkbox"/> Reversed Auction     | <input checked="" type="checkbox"/> Piggyback – State of Florida | <input type="checkbox"/> Responsive/Responsible Bidders   |   |

**Bid Contract Period:**

**08/12/2025 through 02/19/2027**

☐ N/A – One Time Purchase

**Contract Type:**

☐ Estimated  
Dollar Amount

☐ Firm, Fixed  
Dollar Amount

☐ Firm, Fixed  
Unit Prices

☒ Firm, Fixed Unit Prices,  
Hourly Rates, Fees and/or  
Percentages

**Renewal Options:**

No. of Terms  
Remaining

☐ Length of  
Each Term (month)

☐ Length of  
Each Term (year)

☒ None

**Rationale/Reason:** Piggyback the State of Florida, Department of Management Services, Contract No. 44102100-17-1: Mail Processing Equipment, awarded to Pitney Bowes, Inc. for the lease of equipment and mailing software. HCSB Bid No. 26-600-09 PB has been assigned for internal tracking purposes.

Bidders Electronically  
Downloaded From  
Bidnet Direct Website:

Bids Received:

No Bids:

Late Bids:

Rejected Bids:

☐ N/A – Bids Not  
Required:

**Submitted By:**

Christopher Reckner  
Director of Purchasing & Warehousing

**School(s):** District Wide

**Requested By:**

Alexis Brown  
Director of Human Resources

**Department(s):** Human Resources

Recommended award: (See attached)

**T/C CODE: 2609**

**Awarded Vendor:**

Pitney Bowes, Inc.  
Dean Merriott  
Government Account Manager  
5310 Cypress Center Drive  
Tampa, FL 33609  
(904) 673-2411  
[dean.merriott@pb.com](mailto:dean.merriott@pb.com)