



San Francisco Ethics Commission

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 Phone: 415.252.3100 . Fax: 415.252.3112
ethics.commission@sfgov.org . www.sfethics.org

Received On:

File #: 241156

Bid/RFP #:

Notification of Contract Approval

SFEC Form 126(f)4
 (S.F. Campaign and Governmental Conduct Code § 1.126(f)4)
 A Public Document

Each City elective officer who approves a contract that has a total anticipated or actual value of \$100,000 or more must file this form with the Ethics Commission within five business days of approval by: (a) the City elective officer, (b) any board on which the City elective officer serves, or (c) the board of any state agency on which an appointee of the City elective officer serves. For more information, see: <https://sfethics.org/compliance/city-officers/contract-approval-city-officers>

1. FILING INFORMATION	
TYPE OF FILING	DATE OF ORIGINAL FILING (for amendment only)
Original	
AMENDMENT DESCRIPTION – Explain reason for amendment	

2. CITY ELECTIVE OFFICE OR BOARD	
OFFICE OR BOARD	NAME OF CITY ELECTIVE OFFICER
Board of Supervisors	Members

3. FILER'S CONTACT	
NAME OF FILER'S CONTACT	TELEPHONE NUMBER
Angela Calvillo	415-554-5184
FULL DEPARTMENT NAME	EMAIL
office of the Clerk of the Board	Board.of.Supervisors@sfgov.org

4. CONTRACTING DEPARTMENT CONTACT	
NAME OF DEPARTMENTAL CONTACT	DEPARTMENT CONTACT TELEPHONE NUMBER
Taraneh Moayed	415-554-6212
FULL DEPARTMENT NAME	DEPARTMENT CONTACT EMAIL
OCA Office of Contract Administration	Taraneh.Moayed@sfgov.org

5. CONTRACTOR	
NAME OF CONTRACTOR Pitney Bowes Inc.	TELEPHONE NUMBER (203) 356-5000
STREET ADDRESS (including City, State and Zip Code) 3001 Summer Street, Stamford, Connecticut 06926	EMAIL

6. CONTRACT		
DATE CONTRACT WAS APPROVED BY THE CITY ELECTIVE OFFICER(S)	ORIGINAL BID/RFP NUMBER	FILE NUMBER (If applicable) 241156
DESCRIPTION OF AMOUNT OF CONTRACT \$23,550,000		
NATURE OF THE CONTRACT (Please describe) Umbrella Contract GRP0000022 with Pitney Bowes provides a variety of mailroom equipment for rental or purchase by all City departments. The equipment includes postage meters, automated mailing systems, envelope openers, and document scanners. City departments rely on this equipment to handle high volumes of mail, manage their postage and track shipments. Under Umbrella Contract GRP0000022, City departments can also purchase maintenance of all rented or purchased equipment, consumable supplies used in the normal use of mailing equipment, and stamps produced by the United States Postal Services ("USPS"). Since 2021, 9 City departments have leased or purchased mailroom equipment, supplies and stamps from Pitney Bowes. However, nearly \$23,470,575 (99.66%) of the \$23,550,000 being requested for this contract will be for the purchase of USPS stamps paid to Pitney Bowes to pay to USPS.		

7. COMMENTS
OCA has waived the competitive solicitation requirements for Umbrella Contract GRP0000022 because it deems Pitney Bowes as the sole source provider of the mailroom equipment currently owned or rented by City.

8. CONTRACT APPROVAL	
This contract was approved by:	
<input type="checkbox"/>	THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM
<input checked="" type="checkbox"/>	A BOARD ON WHICH THE CITY ELECTIVE OFFICER(S) SERVES Board of Supervisors
<input type="checkbox"/>	THE BOARD OF A STATE AGENCY ON WHICH AN APPOINTEE OF THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM SITS

9. AFFILIATES AND SUBCONTRACTORS

List the names of (A) members of the contractor’s board of directors; (B) the contractor’s principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
1	Alberti-Perez	Milena	Board of Directors
2	Evans	Paul	Board of Directors
3	Everett	Todd	Board of Directors
4	Levene	Catherine	Board of Directors
5	Rosenzweig	Lance	Board of Directors
6	Schoenfeld	Julie	Board of Directors
7	wolf	Kurt	Board of Directors
8	Rosenzweig	Lance	CEO
9	witek	John	CFO
10	The Vanguard Group, Inc.:		Shareholder
11	Morris	Judy	Other Principal Officer
12	Nurmohamed	Shemin	Other Principal Officer
13	Johnson	Christopher	Other Principal Officer
14	Pfeiffer:	Debbie	Other Principal Officer
15	Freeman-Bosworth	Lauren	Other Principal Officer
16	Fairweather	James	Other Principal Officer
17	Kupferschmid	Geoff	Other Principal Officer
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#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
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#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
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Check this box if you need to include additional names. Please submit a separate form with complete information. Select “Supplemental” for filing type.

10. VERIFICATION

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information I have provided here is true and complete.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

<p>SIGNATURE OF CITY ELECTIVE OFFICER OR BOARD SECRETARY OR CLERK</p> <p>BOS Clerk of the Board</p>	<p>DATE SIGNED</p>
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