

**APPROVE ENTERING INTO AN AGREEMENT WITH OCE BUSINESS SERVICES
FOR MAIL AND PRE-SORT MAIL SERVICES**

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve entering into an agreement with OCE Business Services to provide mail and pre-sort mail services to the Department of Corrections at a cost to exceed \$4,044,400 for the period of 1/1/05 to 12/31/07.

on a competitive basis pursuant to a duly advertised Request for Proposals (Specification #04-250010) A

written agreement for Vendor services is currently being negotiated. No payment shall be made to Vendor

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

AFFIRMATIVE ACTION: The M/WBE goals for this contract include: 20% total MBE, 10% total African

American, 7.5% total Hispanic, 2% total Asian and 5% total WBE.

However, the Waiver Review Committee recommends that a full waiver of the M/WBE participation goals for this contract as required by the Revised Remedial Plan be granted because the contract is of critical