



**COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF GENERAL SERVICES**

OFFICE OF THE SECRETARY

717.787.5996

**TO THE MEMBERS OF THE BOARD OF COMMISSIONERS OF PUBLIC GROUNDS AND BUILDINGS:**

**The following is the agenda for the meeting of the Board of Commissioners of Public Grounds and Buildings to be held on Thursday, December 9, 2021 at 10:00 a.m. via Teams/Teleconference +1 267-332-8737, Phone Conference ID: 195845750#. Attendees may also join via the Teams Meeting link below.**

## Microsoft Teams meeting

**Join on your computer or mobile app**

[Click here to join the meeting](#)

**Or call in (audio only)**

[+1 267-332-8737,,195845750#](#) United States, Philadelphia

Phone Conference ID: 195 845 750#

### **AGENDA**

- I. Filing of Proof of Sending Notice**
- II. Approval of the Report of Actions for the Meeting on October 28, 2021 and November 18, 2021.**
- III. Report of Executive Sessions held between Meetings**
- IV. Leasing**
  - A. Old Business**
    - 1. Leases**
      - (a) None**
    - 2. Lease Amendments**
      - (a) None**
    - 3. Assignment of Lease and Novation**
      - (a) None**

**B. New Business**

**1. Leases**

**(a) 1003871          Barcro, LLC (DCED)**

**2. Lease Amendments**

**(a) 90685-3          Cedar-Trexler LLC (LCB-3916)**

**(b) 95138-10        Harristown Development Corporation (DGS)**

**3. Assignment of Lease and Novation**

**(a) None**

**V. Sole Source Purchases**

**(a) P20-13          Transportation**

**(b) P20-14          Statewide**

**(c) P20-15          Statewide**

**(d) P20-16          Statewide**

**VI. State Insurance Fund**

**(a) None**

**VII. 2022 Vehicle Auction Dates**

**(a) February 8, 2022**

**(b) April 2, 2022**

**(c) June 7, 2022**

**(d) August 23, 2022**

**(e) October 25, 2022**

**(f) December 13, 2022**

**Curt Topper  
Secretary to the Board**

**Next Scheduled Board Meeting:    December 30, 2021**

**SOLE SOURCE PURCHASES  
BOARD OF COMMISSIONERS OF PUBLIC GROUNDS AND BUILDINGS  
BOARD AGENDA**

**December 9, 2021, AT 10:00AM, HEARING ROOM 3, NORTH OFFICE BUILDING**

Board #	Using Agency	Vendor	File #	Item	Quantity	Amount	Reason
P20-13	Dept. of Transportation	Highway Transportation Eqpt. Co. dba HYTEC	4300712519	One (1) Tank Trailer Three (3) Compartment, Stainless Steel Used.	1 & 3	\$19,000.00	Used equipment - within price set by one appraisal by a disinterested party.
P20-14	Statewide	Pitney Bowes Inc.	4400015965	Mailroom Equipment	Varies depending on agency.	\$1,000,000.00	Only known source – similar equipment or materials not available from another contractor.
P20-15	Statewide	Quadient	4400015968	Mailroom Equipment	Varies depending on agency.	\$1,000,000.00	Only known source-similar equipment or materials not available from another contractor.
P20-16	Statewide	Cenveo	4400020316	Envelopes	Varies depending on agency.	\$8,500,000.00	State contract - - contractor agrees to supply to all State agencies at a given price during the fiscal year. (For DGS use only when establishing a State Contract).