



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, February 22, 2024, at 10:00 a.m. via Teams/Teleconference +1 267-332-8737, Phone Conference ID: 65624455#. 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,,65624455#](#) United States, Philadelphia

Phone Conference ID: 656 244 55#

Board members present: Allison Deibert, Treasure's Office; Traci Anderson, Governor's Office, and Ed Flick, Department of General Services.

Notice of Recording: Prior to the meeting, and again upon commencement of the meeting, notice was given that the meeting was to be recorded and failure to hang up constituted consent to the recording.

Report of Actions

- I. Filing of Proof of Sending Notice - **Yes**
- II. Approval of the Report of Actions for the Meeting on February 1, 2024 – **Motion to approve by Traci Anderson, Allison Deibert 2nd motion to approve.**
- III. Report of Executive Sessions held between Meetings - **None**
- 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) None

2. Lease Amendments

(a) 92782-2

Michael E. Baker (PSP) - **Motion to approve by Traci Anderson, Allison Deibert 2nd motion to approve.**

(b) 93428-2

Hudson Holding Co. (PSP) - **Motion to approve by Traci Anderson, Allison Deibert 2nd motion to approve.**

(c) 93729-2

Michael Capozzoli and Eileen Capozzoli, Husband and Wife, Ralph Capozzoli and Ann Capozzoli, Husband and Wife (PLCB 2317) - **Motion to approve by Traci Anderson, Allison Deibert 2nd motion to approve.**

3. Assignment of Lease and Novation

(a) None

V. Sole Source Purchases

(a) P23-14

Pitney Bowes Inc. (All Using Agencies) - **Motion to approve by Traci Anderson, Allison Deibert 2nd motion to approve.**

(b) P23-15

Quadient (All Using Agencies) - **Motion to approve by Traci Anderson, Allison Deibert 2nd motion to approve.**

(c) P23-16

JM Young & Sons, Inc. (DOC) - **Motion to approve by Traci Anderson, Allison Deibert 2nd motion to approve.**

VI. State Insurance Fund

(a) None

Reginald B. McNeil, II
Secretary to the Board