



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#

AGENDA

- I. Filing of Proof of Sending Notice
- II. Approval of the Report of Actions for the Meeting on February 1, 2024
- 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) None

2. Lease Amendments

- (a) 92782-2 Michael E. Baker (PSP)
- (b) 93428-2 Hudson Holding Co. (PSP)
- (c) 93729-2 Michael Capozzoli and Eileen Capozzoli, Husband and Wife,
Ralph Capozzoli and Ann Capozzoli, Husband and Wife
(PLCB 2317)

3. Assignment of Lease and Novation

- (a) None

V. Sole Source Purchases

- (a) P23-14 Pitney Bowes Inc. (All Using Agencies)
- (b) P23-15 Quadient (All Using Agencies)
- (c) P23-16 JM Young & Sons, Inc. (DOC)

VI. State Insurance Fund

- (a) None

Reginald B. McNeil, II
Secretary to the Board

Next Scheduled Board Meeting: March 14, 2024

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

February 22, 2024 AT 10:00AM via Teams/Teleconference

Board #	Using Agency	Vendor	File #	Item	Quantity	Amount	Reason
P23-14	All Using Agencies	Pitney Bowes Inc	4400015965	Mailroom Equipment	Multiple	\$15,000,000.00	Only known source – similar equipment or materials not available from another contractor.
P23-15	All Using Agencies	Quadient	4400015968	Mailroom Equipment	Multiple	\$15,000,000.00	Only known source – similar equipment or materials not available from another contractor.
P23-16	DOC	JM Young & Sons, INC.	4300801425	Used Office Trailer	One	\$30,114.00	Used equipment - within price set by one appraisal by a disinterested party.