



**AGENDA MEMORANDUM  
TOWN OF NORTH HEMPSTEAD**

**TO:** Supervisor Judi Bosworth  
**FROM:** PETER M. HODA - COMMISSIONER OF ADMINISTRATIVE SERVICES.  
**TODAY'S DATE:** 11/30/2015  
**MEETING DATE:** 12/15/2015  
**SUBJECT:** 20 - Bulk Mail Processing ServicesTNH095-2015

A RESOLUTION AUTHORIZING THE AWARD OF A BID FOR BULK MAILING PROCESSING SERVICES (TNH095-2015). It is respectfully requested that a resolution be placed on the Town Board Agenda

**TYPE:**

A RESOLUTION AUTHORIZING THE AWARD OF A BID FOR BULK MAILING PROCESSING SERVICES (TNH095-2015).

**General Ledger Account Code:****Contract Amount:****Contract Term:****Option to Extend:**

False

**Option Description:**

## ATTACHMENTS:

File Name	Description
<input type="checkbox"/> TNH095-2015- Bulk Mail Processing Services- Bid Summary- Exhibit A.pdf	TNH095-2015- BID SUMMARY- EXHIBIT A
<input type="checkbox"/> TNH095-0215- Bulk Mail Processing Services- award- Exhibit B.pdf	TNH095-2015- BULK MAIL PROCESSING- AWARD- EXHIBIT B
<input type="checkbox"/> 1- TNH095-2015- Bulk Mail Processing Services- response- Atlas.pdf	TNH095-2015- RESPONSE-ATLAS-1

**Supervisor Bosworth offered the following resolution and moved its adoption, which resolution was declared adopted after a poll of the members of this Board:**

**RESOLUTION NO. 801-2015**

**A RESOLUTION AUTHORIZING THE AWARD OF A BID FOR BULK MAILING PROCESSING SERVICES (TNH095-2015).**

**WHEREAS**, the Commissioner of the Department of Administrative Services (the "Commissioner") issued a solicitation for bids, No. TNH095-2015 (the "Solicitation"), for bulk mailing processing services (the "Services"); and

**WHEREAS**, bids were received as forth in Exhibit A attached hereto (the "Bids"); and

**WHEREAS**, following a review of the Bids, the Commissioner has recommended an award as set forth in Exhibit B attached hereto (the "Award"); and

**WHEREAS**, this Board wishes to authorize the Award as recommended by the Commissioner.

**NOW, THEREFORE, BE IT**

**RESOLVED** that the Award as recommended by the Commissioner is hereby authorized; and be it further

**RESOLVED** that the Supervisor and/or the Commissioner of Administrative Services be and hereby is authorized and directed to execute, on behalf of the Town, any purchase agreements and related documents, a copy of which shall be on file in the Department of Administrative Services, and to take such other related action as may be necessary to effectuate the foregoing; and be it further

**RESOLVED** that the Comptroller be, and hereby is, authorized and directed to pay the costs of said awards upon receipt of a duly executed and certified claims therefor.

**Dated:** Manhasset, New York

December 15, 2015

The vote on the foregoing resolution was recorded as recorded as follows:

Ayes: Councilwoman De Giorgio, Councilman Ferrara, Councilwoman Kaplan  
Councilwoman Seeman, Councilman Zuckerman, Supervisor Bosworth

Nays: None

cc: Town Attorney Comptroller Administrative Services