



**GENERAL ASSEMBLY OF THE STATE OF TENNESSEE  
FISCAL REVIEW COMMITTEE**

320 Sixth Avenue, North – 8<sup>th</sup> Floor  
NASHVILLE, TENNESSEE 37243-0057  
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Brian Kelsey      Ken Yager  
Steve Southerland  
Randy McNally, *ex officio*  
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**Rep. Mark White, Vice-Chairman  
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Charles Sargent, *ex officio*  
Speaker Beth Harwell, *ex officio*

**M E M O R A N D U M**

TO:                      Mike Perry, Chief Procurement Officer  
                                 Department of General Services

FROM:                  Senator Bill Ketron, Chairman  
                                 Representative Mark White, Vice-Chairman

DATE:                    December 10, 2014

SUBJECT:              Contract Comments  
                                 (Fiscal Review Committee Meeting 12/8/2014)

BK  
MW

**SWC # 419 (Edison #s 29762 and 29769)**

**Department: General Services/Central Procurement Office**

**Vendors: Pitney Bowes, Inc., and Neopost USA, Inc.**

**Summary: The proposed request is to (1) extend the current contract for an additional four years through December 31, 2019; (2) add a substitution of awarded items clause to the contract to allow substitutions for obsolete or discontinued items resulting in a price decrease in some cases; (3) update and replace outdated terminology and clauses to be current with the standard terms and conditions and departmental terminology; and (4) update the contact information for the contracts.**

After review, the Fiscal Review Committee vote to recommend approval of the contract request.

cc: Shay Oliphant, Assistant Chief Procurement Officer