

PIGGYBACK AWARD RECOMMENDATION

To: Council Chair
Through: Dave Somers, County Executive

Date: 3/2/2026

From: Purchasing

Bidding Agency: Washington State

General Legislative Session: Wednesday, March 11, 2026

Agency's Contract No. 15622

Product: Mailing Equipment, Supplies and Maintenance

Agency's Contract Term: 5/15/2022-5/14/2026

Requestor/User Department: Health Dept

Recommended Suppliers: Pitney Bowes Inc. and
Quadient Inc.

Estimated Award Amount: \$50,000

Proposed Piggyback Term: Two (2) years

BRIEF DESCRIPTION:

The Health Department requests the use of a "piggyback" or "cooperative purchase" under SCC 3.04.220 utilizing a competitive bid issued and awarded by the Office of Washington State Department of Enterprise Services (DES). A Contract Usage Agreement between Snohomish County and DES authorizing cooperative purchases was approved by the County Council under Motion 24-232 and is currently in effect.

On August 1, 2022, DES and Quadient Inc. agreed to a Participating Addendum #15622-02. On September 19, 2022, DES and Pitney Bowes Inc. agreed to a Participating Addendum #15622-01. The DES Participating Addendum references NASPO ValuePoint Master Agreements for Mailing Equipment, Supplies and Maintenance numbered #CTR 058809 and #CTR 58808, respectively. The Master Agreements were competed through an RFP process by Arizona State #BPM003137 and awarded to multiple suppliers. This Award recommendation is to approve the two suppliers who had the top two scores in the RFP evaluation process and who can supply mailing equipment, supplies and maintenance required by the Health Department for which the anticipated award amount is shown above. The contracts may be used by other County departments and offices in the future. Users will be required to get quotes from both suppliers in a second tier competition process. The County has researched the cost savings of the contracts and believes they serve the best interest of the County.

AWARD AUTHORITY:

This contract award recommendation is before the County Council for approval to award in accordance with Snohomish County Code section 3.04.120, "Formal sealed bidding," and Section 3.04.140(11) "Award, execution, by whom," which establish the County Council as the award authority for contracts subject to bidding requirements greater than \$50,000. The County Council approves this recommendation and authorizes the County Executive or designee to execute an agreement for the products/services described above.

AWARD RECOMMENDATION:

The Director of the Health Department endorses the award recommendation.

The Purchasing Manager has electronically reviewed and recommends this award on ECAF 2026-0631.

The County Executive has electronically reviewed and recommends this award on ECAF 2026-0631.

Council Chair

Date