

**MASTER AGREEMENT #070125****CATEGORY: Mailing and Postage Equipment and Technology****SUPPLIER: DMT Solutions Global Corporation dba BlueCrest**

This Master Agreement (Agreement) is between Sourcewell, a Minnesota service cooperative located at 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and DMT Solutions Global Corporation dba BlueCrest, 37 Executive Dr., Danbury, CT 06810 (Supplier).

Sourcewell is a local government and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) offering a Cooperative Purchasing Program to eligible participating government entities.

Under this Master Agreement entered with Sourcewell, Supplier will provide Included Solutions to Participating Entities through Sourcewell's Cooperative Purchasing Program.

**Article 1:
General Terms**

The General Terms in this Article 1 control the operation of this Master Agreement between Sourcewell and Supplier and apply to all transactions entered by Supplier and Participating Entities. Subsequent Articles to this Master Agreement control the rights and obligations directly between Sourcewell and Supplier (Article 2), and between Supplier and Participating Entity (Article 3), respectively. These Article 1 General Terms control over any conflicting terms. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

- 1) **Purpose.** Pursuant to Minnesota law, the Sourcewell Board of Directors has authorized a Cooperative Purchasing Program designed to provide Participating Entities with access to competitively awarded cooperative purchasing agreements. To facilitate the Program, Sourcewell has awarded Supplier this cooperative purchasing Master Agreement following a competitive procurement process intended to meet compliance standards in accordance with Minnesota law and the requirements contained herein.
- 2) **Intent.** The intent of this Master Agreement is to define the roles of Sourcewell, Supplier, and Participating Entity as it relates to Sourcewell's Cooperative Purchasing Program.
- 3) **Participating Entity Access.** Sourcewell's Cooperative Purchasing Program Master Agreements are available to eligible public agencies (Participating Entities). A Participating Entity's authority to access Sourcewell's Cooperative Purchasing Program is determined through the laws of its respective jurisdiction.
- 4) **Supplier Access.** The Included Solutions offered under this Agreement may be made available to any Participating Entity. Supplier understands that a Participating Entity's use of this Agreement is at the Participating Entity's sole convenience. Supplier will educate its sales and service forces about

Sourcewell eligibility requirements and required documentation. Supplier will be responsible for ensuring sales are with Participating Entities.

- 5) **Term.** This Agreement is effective upon the date of the final signature below. The term of this Agreement is four (4) years from the effective date. The Agreement expires at 11:59 P.M. Central Time on August 5, 2029, unless it is cancelled or extended as defined in this Agreement.
 - a) **Extensions.** Sourcewell and Supplier may agree to up to three (3) additional one-year extensions beyond the original four-year term. The total possible length of this Agreement will be seven (7) years from the effective date.
 - b) **Exceptional Circumstances.** Sourcewell retains the right to consider additional extensions as required under exceptional circumstances.
- 6) **Survival of Terms.** Notwithstanding the termination of this Agreement, the obligations of this Agreement will continue through the performance period of any transaction entered between Supplier and any Participating Entity before the termination date.
- 7) **Scope.** Supplier is awarded a Master Agreement to provide the solutions identified in (Solicitation #070125) to Participating Entities. In-scope solutions include:
 - a) Solutions for receiving, handling, preparation, packaging, tracking, and shipping of mail and parcels, including equipment, technology, hardware, supplies, and accessories;
 - b) Purpose-built mailroom furniture, furnishings, security or storage systems, and equipment with related supplies and accessories;
 - c) Postage systems of all types and postal cost-optimization solutions; and,
 - d) Solutions related to Sections 7) a) – c) above, including installation, maintenance, repair, training, mailing/postage-related software, integration, support, and customization.
- 8) **Included Solutions.** Supplier's Proposal to the above referenced RFP is incorporated into this Master Agreement. Only those Solutions included within Supplier's Proposal and within Scope (Included Solutions) are included within the Agreement and may be offered to Participating Entities.
- 9) **Indefinite Quantity.** This Master Agreement defines an indefinite quantity of sales to eligible Participating Entities.
- 10) **Pricing.** Pricing information (including Pricing and Delivery and Pricing Offered tables) for all Included Solutions within Supplier's Proposal is incorporated into this Master Agreement.
- 11) **Not to Exceed Pricing.** Suppliers may not exceed the prices listed in the current Pricing List on file with Sourcewell when offering Included Solutions to Participating Entities. Participating Entities may request adjustments to pricing directly from Supplier during the negotiation and execution of any transaction.
- 12) **Open Market.** Supplier's open market pricing process is included within its Proposal.
- 13) **Supplier Representations:**

- i) **Compliance.** Supplier represents and warrants it will provide all Included Solutions under this Agreement in full compliance with applicable federal, state, and local laws and regulations.
 - ii) **Licenses.** As applicable, Supplier will maintain a valid status on all required federal, state, and local licenses, bonds, and permits required for the operation of Supplier's business with Participating Entities. Participating Entities may request all relevant documentation directly from Supplier.
 - iii) **Supplier Warrants.** Supplier warrants that all Included Solutions furnished under this Agreement are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Solutions are suitable for and will perform in accordance with the ordinary use for which they are intended.
- 14) **Bankruptcy Notices.** Supplier certifies and warrants it is not currently in a bankruptcy proceeding. Supplier has disclosed all current and completed bankruptcy proceedings within the past seven years within its Proposal. Supplier must provide notice in writing to Sourcwell if it enters a bankruptcy proceeding at any time during the term of this Agreement.
- 15) **Debarment and Suspension.** Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota, the United States federal government, or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Agreement. Supplier further warrants that it will provide immediate written notice to Sourcwell if this certification changes at any time during the term of this Agreement.
- 16) **Provisions for non-United States federal entity procurements under United States federal awards or other awards (Appendix II to 2 C.F.R § 200).** Participating Entities that use United States federal grant or other federal funding to purchase solutions from this Agreement may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Section, all references to "federal" should be interpreted to mean the United States federal government. The following list applies when a Participating Entity accesses Supplier's Included Solutions with United States federal funds.
- i) **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all agreements that meet the definition of "federally assisted construction contract" in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. § 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 C.F.R. § 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor." The equal opportunity clause is incorporated herein by reference.
 - ii) **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal

entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must comply with all applicable Davis-Bacon Act provisions.

iii) **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).**

Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies, materials, or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Agreement. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

iv) **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT.** If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

v) **CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387).** Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Agreement it will comply with applicable requirements as referenced above.

vi) **DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689).** A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. § 180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

vii) **BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352).** Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

viii) **RECORD RETENTION REQUIREMENTS.** To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

ix) **ENERGY POLICY AND CONSERVATION ACT COMPLIANCE.** To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

x) **BUY AMERICAN PROVISIONS COMPLIANCE.** To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

xi) **ACCESS TO RECORDS (2 C.F.R. § 200.336).** Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and

records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.

xii) **PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322).** A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

xiii) **FEDERAL SEAL(S), LOGOS, AND FLAGS.** The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

xiv) **NO OBLIGATION BY FEDERAL GOVERNMENT.** The U.S. federal government is not a party to this Agreement or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Agreement or any purchase by an authorized user.

xv) **PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS.** The Contractor acknowledges that 31 U.S.C. § 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Agreement or any purchase by a Participating Entity.

xvi) **FEDERAL DEBT.** The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

xvii) **CONFLICTS OF INTEREST.** The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Agreement or any aspect related to the anticipated work under this Agreement raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

xviii) **U.S. EXECUTIVE ORDER 13224.** The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

xix) **PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT.** To the extent applicable, Supplier certifies that during the term of this Agreement it will comply with applicable requirements of 2 C.F.R. § 200.216.

xx) **DOMESTIC PREFERENCES FOR PROCUREMENTS.** To the extent applicable, Supplier certifies that during the term of this Agreement, Supplier will comply with applicable requirements of 2 C.F.R. § 200.322.

Article 2: Sourcewell and Supplier Obligations

The Terms in this Article 2 relate specifically to Sourcewell and its administration of this Master Agreement with Supplier and Supplier's obligations thereunder.

- 1) **Authorized Sellers.** Supplier must provide Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers which may complete transactions of Included Solutions offered under this Agreement. Sourcewell may request updated information in its discretion, and Supplier agrees to provide requested information within a reasonable time.
- 2) **Product and Price Changes Requirements.** Supplier may request Included Solutions changes, additions, or deletions at any time. All requests must be made in writing by submitting a Sourcewell Price and Product Change Request Form to Sourcewell. At a minimum, the request must:
 - Identify the applicable Sourcewell Agreement number;
 - Clearly specify the requested change;
 - Provide sufficient detail to justify the requested change;
 - Individually list all Included Solutions affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
 - Include a complete restatement of Pricing List with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Included Solutions offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Change Request Form will become an amendment to this Agreement and will be incorporated by reference.

- 3) **Authorized Representative.** Supplier will assign an Authorized Representative to Sourcewell for this Agreement and must provide prompt notice to Sourcewell if that person is changed. The Authorized Representative will be responsible for:
 - Maintenance and management of this Agreement;
 - Timely response to all Sourcewell and Participating Entity inquiries; and
 - Participation in reviews with Sourcewell.

Sourcewell's Authorized Representative is its Chief Procurement Officer.

- 4) **Performance Reviews.** Supplier will perform a minimum of one review with Sourcewell per agreement year. The review will cover transactions to Participating Entities, pricing and terms, administrative fees, sales data reports, performance issues, supply chain issues, customer issues, and any other necessary information.

- 5) **Sales Reporting Required.** Supplier is required as a material element to this Master Agreement to report all completed transactions with Participating Entities utilizing this Agreement. Failure to provide complete and accurate reports as defined herein will be a material breach of the Agreement and Sourcewell reserves the right to pursue all remedies available at law including cancellation of this Agreement.
- 6) **Reporting Requirements.** Supplier must provide Sourcewell an activity report of all transactions completed utilizing this Agreement. Reports are due at least once each calendar quarter (Reporting Period). Reports must be received no later than 45 calendar days after the end of each calendar quarter. Supplier may report on a more frequent basis in its discretion. Reports must be provided regardless of the amount of completed transactions during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Sourcewell Participating Entity Account Number;
- Transaction Description;
- Transaction Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Transaction was invoiced/sale was recognized as revenue by Supplier.

If collected by Supplier, the Report may include the following fields as available:

- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;

- 7) **Administrative Fee.** In consideration for the support and services provided by Sourcewell, Supplier will pay an Administrative Fee to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. Supplier will include its Administrative Fee within its proposed pricing. Supplier may not directly charge Participating Entities to offset the Administrative Fee.
- 8) **Fee Calculation.** Supplier's Administrative Fee payable to Sourcewell will be calculated as a stated percentage (listed in Supplier's Proposal) of all completed transactions utilizing this Master Agreement within the preceding Reporting Period. For certain categories, a flat fee may be proposed. The Administrative Fee will be stated in Supplier's Proposal.
- 9) **Fee Remittance.** Supplier will remit fee to Sourcewell no later than 45 calendar days after the close of the preceding calendar quarter in conjunction with Supplier's Reporting Period obligations defined herein. Payments should note the Supplier's name and Sourcewell-assigned Agreement number in the memo; and must be either mailed to Sourcewell above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions.

- 10) **Noncompliance.** Sourcewell reserves the right to seek all remedies available at law for unpaid or underpaid Administrative Fees due under this Agreement. Failure to remit payment, delinquent payments, underpayments, or other deviations from the requirements of this Agreement may be deemed a material breach and may result in cancellation of this Agreement and disbarment from future Agreements.
- 11) **Audit Requirements.** Pursuant to Minn. Stat. § 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by Sourcewell and the Minnesota State Auditor for a minimum of six years from the end of this Agreement. Supplier agrees to fully cooperate with Sourcewell in auditing transactions under this Agreement to ensure compliance with pricing terms, correct calculation and remittance of Administrative Fees, and verification of transactions as may be requested by a Participating Entity or Sourcewell.
- 12) **Assignment, Transfer, and Administrative Changes.** Supplier may not assign or otherwise transfer its rights or obligations under this Agreement without the prior written consent of Sourcewell. Such consent will not be unreasonably withheld. Sourcewell reserves the right to unilaterally assign all or portions of this Agreement within its sole discretion to address corporate restructurings, mergers, acquisitions, or other changes to the Responsible Party and named in the Agreement. Any prohibited assignment is invalid. Upon request Sourcewell may make administrative changes to agreement documentation such as name changes, address changes, and other non-material updates as determined within its sole discretion.
- 13) **Amendments.** Any material change to this Agreement must be executed in writing through an amendment and will not be effective until it has been duly executed by the parties.
- 14) **Waiver.** Failure by Sourcewell to enforce any right under this Agreement will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right.
- 15) **Complete Agreement.** This Agreement represents the complete agreement between the parties for the scope as defined herein. Supplier and Sourcewell may enter into separate written agreements relating specifically to transactions outside of the scope of this Agreement.
- 16) **Relationship of Sourcewell and Supplier.** This Agreement does not create a partnership, joint venture, or any other relationship such as employee, independent contractor, master-servant, or principal-agent.
- 17) **Indemnification.** Supplier must indemnify, defend, save, and hold Sourcewell, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell, arising out of any act or omission in the performance of this Agreement by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in design, condition, or performance of Included Solutions under this Agreement. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.

18) **Data Practices.** Supplier and Sourcewell acknowledge Sourcewell is subject to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. As it applies to all data created and maintained in performance of this Agreement, Supplier may be subject to the requirements of this chapter.

19) **Grant of License.**

a) **During the term of this Agreement:**

i) **Supplier Promotion.** Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising, promotional materials, and informational sites for the purpose of marketing Sourcewell's Agreement with Supplier.

ii) **Sourcewell Promotion.** Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising, promotional materials, and informational sites for the purpose of marketing Supplier's Agreement with Sourcewell.

b) **Limited Right of Sublicense.** The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, partners, or agents (collectively "Permitted Sublicensees") in advertising, promotional, or informational materials for the purpose of marketing the Parties' relationship. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this section by any of their respective sublicensees.

c) **Use; Quality Control.**

i) Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.

ii) Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Each party may make written notice to the other regarding misuse under this section. The offending party will have 30 days of the date of the written notice to cure the issue or the license/sublicense will be terminated.

d) **Termination.** Upon the termination of this Agreement for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

20) **Venue and Governing law between Sourcewell and Supplier Only.** The substantive and procedural laws of the State of Minnesota will govern this Agreement between Sourcewell and Supplier. Venue for all legal proceedings arising out of this Agreement between Sourcewell and Supplier will be in court of competent jurisdiction within the State of Minnesota. This section does not apply to any dispute between Supplier and Participating Entity. This Agreement reserves the right for Supplier and Participating Entity to negotiate this term to within any transaction documents.

- 21) **Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Agreement is capable of being performed, it will not be affected by such determination or finding and must be fully performed.
- 22) **Insurance Coverage.** At its own expense, Supplier must maintain valid insurance policy(ies) during the performance of this Agreement with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:
- a) **Commercial General Liability Insurance.** Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Agreement.
 - \$1,500,000 each occurrence Bodily Injury and Property Damage
 - \$1,500,000 Personal and Advertising Injury
 - \$2,000,000 aggregate for products liability-completed operations
 - \$2,000,000 general aggregate
 - b) **Certificates of Insurance.** Prior to execution of this Agreement, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Agreement. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or provided to in an alternative manner as directed by Sourcewell. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. Failure of Supplier to maintain the required insurance and documentation may constitute a material breach.
 - c) **Additional Insured Endorsement and Primary and Non-contributory Insurance Clause.** Supplier agrees to list Sourcewell, including its officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.
 - d) **Waiver of Subrogation.** Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Agreement or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

- e) **Umbrella/Excess Liability/SELF-INSURED RETENTION.** The limits required by this Agreement can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

23) **Termination for Convenience.** Sourcewell or Supplier may terminate this Agreement upon 60 calendar days' written notice to the other Party. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

24) **Termination for Cause.** Sourcewell may terminate this Agreement upon providing written notice of material breach to Supplier. Notice must describe the breach in reasonable detail and state the intent to terminate the Agreement. Upon receipt of Notice, the Supplier will have 30 calendar days in which it must cure the breach. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

Article 3: Supplier Obligations to Participating Entities

The Terms in this Article 3 relate specifically to Supplier and a Participating Entity when entering transactions utilizing the General Terms established in this Master Agreement. Article 1 General Terms control over any conflict with this Article 3. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

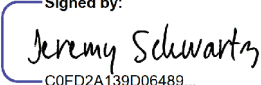
- 1) **Quotes to Participating Entities.** Suppliers are encouraged to provide all pricing information regarding the total cost of acquisition when quoting to a Participating Entity. Suppliers and Participating Entities are encouraged to include all cost specifically associated with or included within the Suppliers proposal and Included Solutions within transaction documents.
- 2) **Shipping, Delivery, Acceptance, Rejection, and Warranty.** Supplier's proposal may include proposed terms relating to shipping, delivery, inspection, and acceptance/rejection and other relevant terms of tendered Solutions. Supplier and Participating Entity may negotiate final terms appropriate for the specific transaction relating to non-appropriation, shipping, delivery, inspection, acceptance/rejection of tendered Solutions, and warranty coverage for Included Solutions. Such terms may include, but are not limited to, costs, risk of loss, proper packaging, inspection rights and timelines, acceptance or rejection procedures, and remedies as mutually agreed include notice requirements, replacement, return or exchange procedures, and associated costs.
- 3) **Applicable Taxes.** Participating Entity is responsible for notifying supplier of its tax-exempt status and for providing Supplier with any valid tax-exemption certification(s) or related documentation.
- 4) **Ordering Process and Payment.** Supplier's ordering process and acceptable forms of payment are included within its Proposal. Participating Entities will be solely responsible for payment to Supplier and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.
- 5) **Transaction Documents.** Participating Entity may require the use of its own forms to complete transactions directly with Supplier utilizing the terms established in this Agreement. Supplier's

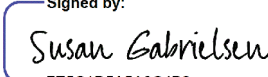
standard form agreements may be offered as part of its Proposal. Supplier and Participating Entity may complete and document transactions utilizing any type of transaction documents as mutually agreed. In any transaction document entered utilizing this Agreement, Supplier and Participating Entity must include specific reference to this Master Agreement by number and to Participating Entity’s unique Sourcwell account number.

- 6) **Additional Terms and Conditions Permitted.** Participating Entity and Supplier may negotiate and include additional terms and conditions within transaction documentation as mutually agreed. Such terms may supplant or supersede this Master Agreement when necessary and as solely determined by Participating Entity. Sourcwell has expressly reserved the right for Supplier and Participating Entity to address any necessary provisions within transaction documents not expressly included within this Master Agreement, including but not limited to transaction cancellation, dispute resolution, governing law and venue, non-appropriation, insurance, defense and indemnity, force majeure, and other material terms as mutually agreed.
- 7) **Subsequent Agreements and Survival.** Supplier and Participating Entity may enter into a separate agreement to facilitate long-term performance obligations utilizing the terms of this Master Agreement as mutually agreed. Such agreements may provide for a performance period extending beyond the full term of this Master Agreement as determined in the discretion of Participating Entity.
- 8) **Participating Addendums.** Supplier and Participating Entity may enter a Participating Addendum or similar document extending and supplementing the terms of this Master Agreement to facilitate adoption as may be required by a Participating Entity.

Sourcwell

DMT Solutions Global Corporation
dba BlueCrest

Signed by:

C0FD2A139D06489...
By: _____
Jeremy Schwartz
Title: Chief Procurement Officer
8/4/2025 | 6:46 PM CDT
Date: _____

Signed by:

7E5C1D5A5A0C4B3...
By: _____
Susan Gabrielsen
Title: SVP North America Sales
8/4/2025 | 2:46 PM CDT
Date: _____

RFP 070125 - Mailing and Postage Equipment

Vendor Details

Company Name: DMT Solutions Global Corporation

Does your company conduct business under any other name? If yes, please state: BlueCrest

Address: 37 EXECUTIVE DR
DANBURY, Connecticut 06810

Contact: Jacob Halbur

Email: Jacob.Halbur@bluecrestinc.com

Phone: 847-423-7887

HST#: 825520529

Submission Details

Created On: Tuesday May 13, 2025 08:30:49

Submitted On: Tuesday July 01, 2025 14:29:46

Submitted By: Jacob Halbur

Email: Jacob.Halbur@bluecrestinc.com

Transaction #: f06812d0-a275-4bca-9d39-ad0225d0f124

Submitter's IP Address: 147.243.245.234

Specifications

Table 1: Proposer Identity & Authorized Representatives (Not Scored)

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond "N/A" if the question does not apply to you (preferably with an explanation).

Table 1 Specific Instructions. Sourcewell requires identification of all parties responsible for providing Solutions under a resulting master agreement(s) (Responsible Supplier). Proposers are strongly encouraged to include all potential Responsible Suppliers including any corporate affiliates, subsidiaries, D.B.A., and any other authorized entities within a singular proposal. All information required under this RFP must be included for each Responsible Supplier as instructed. Proposers with multiple Responsible Supplier options may choose to respond individually as distinct entities, however each response will be evaluated individually and only those proposals recommended for award may result in a master agreement award. Unawarded entities will not be permitted to later be added to an existing master agreement through operation of Proposer's corporate organization affiliation.

Line Item	Question	Response *	
1	Provide the legal name of the Proposer authorized to submit this Proposal.	DMT Solutions Global Corporation	*
2	In the event of award, is this entity the Responsible Supplier that will execute the master agreement with Sourcewell? Y or N.	Yes	*
3	Identify all subsidiaries, D.B.A., authorized affiliates, and any other entity that will be responsible for offering and performing delivery of Solutions within this Proposal (i.e. Responsible Supplier(s) that will execute a master agreement with Sourcewell).	DMT Solutions Global Corporation operates under the D.B.A. BlueCrest and will be the only entity responsible for offering and performing delivery of Solutions within this Proposal if awarded.	*
4	Provide your CAGE code or Unique Entity Identifier (SAM):	CAGE Code: 84U83 Unique Entity ID: CBT6FCKA3543	*
5	Provide your NAICS code applicable to Solutions proposed.	561499	
6	Proposer Physical Address:	37 Executive Dr. Danbury, CT 06810	*
7	Proposer website address (or addresses):	www.bluecrestinc.com	*
8	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer):	Susan Gabrielsen SVP North America Sales 37 Executive Dr. Danbury, CT 06810 susan.gabrielsen@bluecrestinc.com (475) 209-8800	*
9	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Jacob Halbur Government Contracts Manager 37 Executive Dr Danbury, CT 06810 jacob.halbur@bluecrestinc.com (847) 212-6890	*
10	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Meaghan Puterbaugh Corporate Paralegal 37 Executive Dr Danbury, CT 06810 meaghan.puterbaugh@bluecrestinc.com (475) 209-8800	*

Table 2A: Financial Viability and Marketplace Success (50 Points, applies to Table 2A and 2B)

Line Item	Question	Response *
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11	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested Solutions.	<p>BlueCrest was "born" in July 2018, when our former parent company, Pitney Bowes, sold their Production Print/Mail division at which time DMT Solutions Global Corporation, dba BlueCrest, became an independent corporation.</p> <p>Headquartered in Danbury, Connecticut, BlueCrest employs over 1,500 people worldwide and has a rich culture of innovation, collaboration, accountability, resourcefulness, and enthusiasm. Including our years as a division of Pitney Bowes, BlueCrest has over 100 years of experience in finding solutions to reduce the complexities surrounding the mail and parcel industries.</p> <p>BlueCrest is a global technology provider specializing in production print, insertion and sortation solutions for mailroom operations. We partner with our worldwide client base delivering efficient results and continuous service excellence.</p> <p>Since becoming an independent company in 2018, BlueCrest has expanded its capabilities through strategic acquisitions, including BCC Software and Fluence Automation. These additions have strengthened our offerings in address validation, mail sortation, and election mail processing. Today, our portfolio includes production-level inkjet printers, inserters, sorters, postal optimization tools, and productivity software. All of this is supported by a global professional services organization.</p> <p>Our culture is guided by our behaviors: Innovation, Collaboration, Accountability, Resourcefulness, and Enthusiasm (I CARE). It is with these behaviors in mind that we approach every customer, every idea, every product, and every employee, every day. It is the essence of how we interact and work—it's how things get done at BlueCrest.</p>	*
12	What are your company's expectations in the event of an award?	<p>At BlueCrest, we believe in the power of strong partnerships, it truly takes a collaborative effort to deliver long-term value to our clients. The Sourcwell contract vehicle aligns with our business philosophy by "putting the power of many to work" for both constituents and contractors. We view Sourcwell as a valuable addition to our portfolio of government contract vehicles.</p> <p>In the event of an award, BlueCrest would collaborate with Sourcwell to promote this contract to both our existing customers and prospective clients. Our shared goal would be to increase national brand awareness while delivering high-impact, best-in-class solutions to participating Sourcwell customers.</p> <p>Through our engagement process, we would proactively connect with agencies already utilizing Sourcwell agreements to streamline their acquisition process and help expand their purchasing through this contract. We expect that most favored customer pricing and pre-negotiated terms available through Sourcwell will make it easier for new and existing customers to do business with BlueCrest.</p> <p>Additionally, we have current customers who prefer to use Sourcwell, and we anticipate they would transition future acquisitions to the awarded contract.</p> <p>In summary, BlueCrest expects this partnership to drive increased brand visibility, broader adoption of our high-impact solutions, and mutual growth through with Sourcwell.</p>	*
13	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response. DO NOT PROVIDE ANY TAX INFORMATION OR PERSONALLY IDENTIFIABLE INFORMATION.	<p>BlueCrest is confident in its current and future financial performance. As a privately-owned company, however, BlueCrest does not disclose its financial information to third parties without the execution of a Non-Disclosure Agreement.</p> <p>BlueCrest's auditor, Ernst & Young, has issued an unqualified opinion for BlueCrest, indicating that its financial statements present fairly, in all material respects, the financial position and results of operations of the company in conformity with generally accepted accounting principles. The successful audit underscores BlueCrest's sound financial management and regulatory compliance.</p> <p>BlueCrest is currently a participant in good standing with the following state and federal cooperative agreements: NASPO, Equalis, State of New York, State of Massachusetts and GSA.</p> <p>BlueCrest customers also include state and federal agencies, national and international banking institutions, national and regional insurance companies, production mail service providers, and large and small entities.</p> <p>BlueCrest believes, based on past performance and current expectations, that cash generated from operations and available liquidity will satisfy working capital needs, capital expenditures, debt service, and nonrecurring expenses associated with the Company's operations.</p>	*
14	Tell us your US market share for your proposed Solutions. OR, provide the number of US Education and Government entities you have served over the past three (3) years, along with the total number of states where you have made sales.	BlueCrest has served 248 different Government entities in the US over the past 3 years. On average 207 of these entities are actively awarding business to BlueCrest each year.	*

15	Tell us your Canadian market share for your proposed Solutions. OR, provide the number of Canadian Education and Government entities you have served over the past three (3) years, along with the total number of provinces where you have made sales.	BlueCrest has served 12 different Government entities in Canada over the past 3 years. On average 10 of these entities are actively awarding business to BlueCrest each year. Please Note: BlueCrest does not currently hold a contract vehicle for sales in Canada and would greatly benefit from a Soucewell award for future growth.	*
16	Disclose all current and completed bankruptcy proceedings for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the pendency of this RFP evaluation.	BlueCrest has no current or completed bankruptcy proceedings to report of the past 7 years.	*
17	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer the question that best applies to your organization, either a) or b). a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	BlueCrest is a manufacturer. Our sales and service personnel are employees of our company.	*
18	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	BlueCrest does not hold any licenses or certifications that are required within our industry or by various contract vehicles like Sourcewell. Please note, BlueCrest does hold over 250 patents in our Print to Mail industry. This includes nearly 60% of all patents tied to mail insertion and sortation. In addition, BlueCrest holds multiple ISO Certifications two of which are applicable for business we conduct with in the US. ISO (International Organization for Standardization) certifies an approval that a company meets recognized standards for quality and consistency. The two ISO Certificates held by BlueCrest are for information security and quality as follows: <ul style="list-style-type: none"> • ISO 27001 – This is an international standard for managing information security. It provides a framework for organizations to establish, implement, and maintain an Information Security Management System (ISMS). The standard includes best practices and security controls to help organizations protect sensitive data. • ISO 9001 This is an internationally recognized standard for quality management systems. It helps organizations of all sizes and sectors to improve performance, meet customer expectations, and demonstrate their commitment to quality. 	*
19	Disclose all current and past debarments or suspensions for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a debarment or suspension status any time during the pendency of this RFP evaluation.	BlueCrest has not current or past debarments at this time.	*
20	Describe any relevant industry awards or recognition that your company has received in the past five years.	BlueCrest participates in and has received recognition in many related industry associations. This allows BlueCrest to spend time with both our customers and prospective customers in order to understand the continuously changing demands with in the mailing industry. The following/attached are industry groups we are involved in: <ul style="list-style-type: none"> • MTAC (Mailing Technology Advisory Council), part of the USPS • DTAC – Delivery Technology Advocacy Council • NAPM – National Association of Presort Mailers • NPPC – National Postal Policy Council • National Vote at Home Institute • Election Center • Election Assistance Commission • National Association of State Election Directors • National Association of Secretary of States • National Association of Counties • Electric Registration of Information Center • Association of Government Officials • Democracy Fund 	*

21	What percentage of your sales are to the governmental sector in the past three years?	12%	*
22	What percentage of your sales are to the education sector in the past three years?	BlueCrest does not track education as a separately from other governmental entities we work with. We do believe that some recent successes in higher education (with universities) would lead to additional opportunities in this space.	*
23	List all state, cooperative purchasing agreements that you hold. What is the annual sales volume for each of these agreement over the past three years?	<p>National Association of State Procurement Officials (NASPO) Contract: CTR058805 Annual Sales Volume: \$11,044,180.00 (3 year average)</p> <p>Equalis Group Contract: COG-2112B Annual Sales Volume: \$2,113,964.00 (2024)</p> <p>State of New York – Office of General Services Contract: PM69713 Annual Sales Volume: \$2,626,782.78 (2024)</p> <p>Commonwealth of Massachusetts Operational Services Division Contract: OFF39 Annual Sales Volume: \$958,620.00 (2025)</p>	*
24	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	<p>General Services Administration Contract: CTR058805 Annual Sales Volume: \$401,303.00 (3 year average)</p> <p>US Government Publishing Office Contract: Program No. D951M Annual Sales Volume: IDIQ Contract Awarded April 30, 2025</p>	*

Table 2B: References/Testimonials

Line Item 25. Supply reference information from three customers who are eligible to be Sourcwell participating entities.

Entity Name *	Contact Name *	Phone Number *	
Minnesota Department of Human Services	Lane Gerber	(651) 431-3371	*
New York City Human Resources Administration	Robert Stockwell	(646) 548-3069	*
New York State Department of Motor Vehicles	Rick Mareno	(518) 474-0761	*
Washington County - Oregon	Mark Paquette	(503) 846-5829	

Table 3: Ability to Sell and Deliver Solutions (150 Points)

Describe your company's capability to meet the needs of Sourcwell participating entities across the US and Canada, as applicable. **Your response should address in detail at least the following areas:** locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	
26	Sales force.	<p>BlueCrest sales team starts with our 22 National customer facing Sales Executives who work with the support of pre sale solution engineers and product line managers who help craft a unique solution to Sourcwell entities.</p> <p>BlueCrest Sales Executives cover specific National geographic territories, named accounts and or vertical focus accounts, such as insurance, healthcare, Federal, state and local government opportunities. Their areas of specialty focus on specific industries and solutions in which BlueCrest has invested to align tightly to the mutual areas of interest within Sourcwell's' target markets, specifically: Government and Vote By Mail.</p> <ul style="list-style-type: none"> Almost all BlueCrest Sales Executives work regionally with state and local government agencies and provide industry expertise. <p>BlueCrest takes government contract compliance seriously, we maintain a Government Contracts Center of Competence to ensure we have alignment for critical tasks including reporting, compliance, and adherence and maintenance of all contract vehicles. This team would also support this contract as well as our Sales Executives to help promote and accurately represent the Sourcwell contract.</p>	*
27	Describe the network of Authorized Sellers who will deliver Solutions, including dealers, distributors, resellers, and other distribution methods.	BlueCrest does not use a dealer network in the US or Canada. An awarded contract from Sourcwell would be managed directly by BlueCrest.	*

28	Service force.	<p>BlueCrest has over 1000 service technicians with field coverage in all states. Technicians are trained across platforms of BlueCrest technology to provide flexibility and back up should they be needed to support in any USA location. Each service location maintains a standard operating process manual to enable visiting technicians to understand any specific requirements for that site.</p> <p>Through our field service organization we support and maintain well over 5000 mail inserters, many paired with our industrial printers, and hundreds of sorters across the United States and Canada.</p>	*
29	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	<p>All ordering activity is managed by BlueCrest directly with our customer or the customer's procurement office. It is also important to note that BlueCrest solutions are not commercially available off the shelf items and are configured to fit each applications requirements/needs.</p> <p>The sales process at BlueCrest starts with a customer needs analysis that addresses the customers business challenges. Our engineers and software team then put together options that address those challenges. Once the customer chooses an option that meets its expectations and budget, the final configured order is placed in our manufacturing queue.</p>	*
30	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	<p>BlueCrest maintains a toll-free support line with 24/7 availability as well as an online self-help portal, all in the interest of keeping customer sites up and running.</p> <p>BlueCrest offers both On Call field service support and OnSite maintenance options in support of our equipment solutions (based on customer need specified with in the task order). Maintenance contracts are either resident / onsite with a technician on hand, on call (same day usually 4 hours) or next business day (NBD). The response time and/or hours a technician is on site would be defined with in the customers' requirements set in their quote request and awarded contract.</p> <p>Many of our customers with daily mail operations purchase support plans that provided on site support. While others with lower volumes of mail or less critical mail operations use our on-call support plan.</p> <p>BlueCrest Service Delivery performance will be governed by a contract that includes a service level agreement (SLA) with a guarantee of machine availability and reliability. The SLA is created from a balanced scorecard of measures including machine availability, preventive maintenance adherence to schedule and machine efficiency. Performance against the SLA is measured using a combination of Productivity Software included in the BlueCrest hardware and the Microsoft Dynamics Field Service application the interface that technicians use to capture activity, raise escalations and order parts.</p> <p>A combination of SLA guarantee and robust technical support provide clients with certainty of service and should a problem occur, the Regional Service Manager will lead communication to ensure key stakeholders are kept up to date with the status and expected resolution time to any incident. Aligned to the contracted SLA regular performance reviews will be scheduled to review service delivery performance data. Using a combination of service delivery and machine production data we track performance across technology, people and process identifying any areas of concern that need corrective action and opportunities to improve productivity and reduce cost and risk</p>	*

31	If proposing to serve participating entities in the US, describe how your organization's abilities and capabilities will ensure effective delivery of the proposed products and services.	<p>BlueCrest offers configured automation equipment (and software) in support of mailroom operations that are not commercially available off the shelf. These are solutions that are designed for high volume situations where mail may need to be printed, inserted into envelopes, and/or sorted by zip code.</p> <p>Timelines for delivery are negotiated before a customer award is issued. The final configuration and the location preparation for delivery are two factors that help determine timeline:</p> <ul style="list-style-type: none"> • Final Configuration: All our equipment is manufactured based on the features the equipment needs to meet the operational needs on site. In this way the timeline for building the equipment can be determined ahead of the task order based on final configuration and design. • Site Preparation: In some cases, the installation of an equipment solution requires some work on site to prepare for the installation. For instance, if proper electrical connections are not available there may be additional work required. <p>BlueCrest Project Management would work with a customer's Project Manager to develop an installation plan that is tailored to the final system's configuration and any site requirements to create a timeline for delivery and subsequent installation.</p> <p>Please Note: Installation and training are included with the acquisition of BlueCrest equipment.</p> <p>BlueCrest will work with the Sourcewell participating agency that will be using our solution/s to fully document the final configuration of the operating software and equipment. In addition, we work to make sure the site is made ready for the delivery of equipment and satisfies expectations for a go live date. Typically, this turn around can happen within 90 days but there are many factors that can make this longer including but not limited to site construction and multiple site deployment.</p>	*
32	If proposing to serve participating entities in Canada, describe how your organization's abilities and capabilities will ensure effective delivery of the proposed products and services.	BlueCrest would take the same approach in Canada as we do in the US as described above in question 31. Our ability to support both Canada and the US remains the same through both countries with our standard practices.	*
33	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed agreement.	Not applicable. BlueCrest has sales and service operations in the entire US and Canada..	*
34	Identify any account type of Participating Entity which will not have full access to your Solutions if awarded an agreement, and the reasoning for this.	Any participating Sourcewell entity will have access BlueCrest's full offering of solutions.	*
35	Define any specific requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	Alaska, Hawaii, and Canada are fully supported; however, we do need additional time and resource planning for some extremely rural areas of Canada and Alaska. In addition there would need to be shipping considerations as well an exportation costs that go beyond our standard continental US activities.	*
36	Will Proposer extend terms of any awarded master agreement to nonprofit entities?	BlueCrest would be willing to extend the terms of a Sourcewell master agreement to nonprofit entities if there were an opportunity to support their mail operations.	*

Table 4: Marketing Plan (100 Points)

Line Item	Question	Response *
37	Describe your marketing strategy for promoting this opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	<p>BlueCrest will serve as a collaborative partner with Sourcewell to promote our awarded contract to state and local government agencies.</p> <p>The first phase of our strategy will be to immediately highlight the Sourcewell contract at the various tradeshows we attend. We will also update our government landing page to include Sourcewell branding and direct links to the contract. BlueCrest participates in and advertises at over 20 state election office conferences each year, and the ability to promote our Sourcewell contract at these events will be a key advantage. Additionally, having dedicated web content will allow us to direct both prospective and existing customers to our Sourcewell partnership.</p> <p>The second phase of our strategy involves a collaborative comarketing approach with Sourcewell. We will develop a joint marketing plan designed to increase visibility and engagement within our industry by leveraging both the BlueCrest and Sourcewell brands. A draft concept of this comarketing plan has been uploaded for review.</p>
38	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	<p>Our approach to marketing effectiveness is deeply integrated with technology and the strategic utilization of digital data. We leverage a robust tech stack, with HubSpot at its core, to drive engagement and achieve measurable results.</p> <ul style="list-style-type: none"> • HubSpot Ecosystem: Our central marketing hub, HubSpot, serves as our CMS, marketing automation platform, contact database, and blog. This integrated system allows for streamlined campaign execution and comprehensive data analysis. Our marketing automation efforts within HubSpot have yielded a 98% delivery rate and a +5% year-over-year increase in email open rates, demonstrating our ability to effectively reach and engage our target audience. Our blog, also hosted on HubSpot, serves as a key content marketing engine, attracting and nurturing leads (+50% page view growth year-over-year). • Social Media Engagement: We actively engage our audience across key social media platforms, including Facebook, LinkedIn, and Twitter. Our consistent efforts have resulted in significant growth, with a 20% year-over-year increase in social followers and a 5% year-over-year increase in social impressions. This demonstrates our expanding reach and the growing visibility of our brand within relevant online communities. • Data-Driven Brand Growth: Our strategic use of technology and digital data has significantly amplified our brand presence. We have achieved a 197% year-over-year increase in brand impressions, directly attributable to our data-informed marketing initiatives.
39	In your view, what is Sourcewell's role in promoting agreements arising out of this RFP? How will you integrate a Sourcewell-awarded agreement into your sales process?	<p>Sourcewell is a leader in providing simplified acquisition processes for its participating agencies and entities across government. Promoting BlueCrest on the Sourcewell site affirms that we are participating under the contract when we are working with a customer who may qualify to make their acquisition through Sourcewell.</p> <p>In addition, Sourcewell's historical knowledge of government participation will help BlueCrest target specific potential or existing customers to participate under the contract. Being able to promote this contract through our sales base will validate the simplified acquisition process as well as competitive market pricing (MFC) for these buyers.</p> <p>BlueCrest will run various internal training discussions with our sales team to educate and promote the contract in addition to our marketing plan and promotion of the Sourcewell contract. Our sales team is already well versed in promoting cooperative contracts like Sourcewell. In addition we have a process for pricing/quoting as well as reporting that that Sourcewell can be seamlessly integrated into.</p>
40	Are your Solutions available through an e-Procurement or e-Commerce ordering process? If so, describe your system(s) and provide one (1) example of how governmental and educational entities have successfully utilized them.	<p>BlueCrest does manage and maintain our "MarketPlace" portal. This allows our existing customers to purchase consumables and some parts for their equipment. This portal supports our cooperative and government pricing once a Participating Entity has set up an account.</p> <p>For instance, an election office using a sorter to manage incoming mail pieces containing ballots may have a reason to have a notation added to the envelope as it passes through our equipment for validation. In this case the election office would be using ink and form time to time would need to acquire more of that ink. In this case they can go directly to the BlueCrest "MarketPlace" portal to order the ink they need.</p> <p>BlueCrest solutions are large equipment offerings that exceed the threshold most issued government p cards can use and as a result much of our acquisition activity would not fit an e-Commerce or e-Procurement environment.</p>

Table 5A: Value-Added Attributes (100 Points, applies to Table 5A and 5B)

Line Item	Question	Response *	
41	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	<p>BlueCrest solutions include delivery, installation, training, and service support options once they are being used for live production work.</p> <p>Our operator training is included in the initial purchase with additional operator training available, at a cost (with a task order), during the life cycle of our delivered solution.</p> <p>Additional training and/or refresher training courses may be purchased separately as well.</p>	*
42	Describe any technological advances that your proposed Solutions offer.	<p>BlueCrest holds over 250 patents in our Print to Mail industry. This includes nearly 60% of all patents tied to mail insertion and sortation.</p> <p>We continue to invest in technology and solutions to meet the needs of the marketplace. In 2020, we acquired BCC Software, the industry leader in postal automation and tracking software. In October 2021, BlueCrest acquired Fluence Automation, a company which provides mail and vote-by-mail handling technology.</p>	*
43	Describe any "green" initiatives that relate to your company (e.g., recycling, LED lighting, LEED) or to your Solutions, and include a list of the certifying agency for each.	<p>BlueCrest's "green" initiatives reside primarily are our manufacturing plant in Danbury, CT. BlueCrest uses electricity demand response software in conjunction with newly installed CO2 controls, Variable Fan Device controls for its HVAC systems, and LED lighting upgrades in order to manage electric power use.</p> <p>The above changes help BlueCrest minimize electricity use in our manufacturing operations via direct load control, as well as providing manual curtailment of electric use, all in conjunction with backup systems and generators to give BlueCrest total control over its manufacturing operations power usage, with the lowest possible electric/carbon footprint. BlueCrest monitors all waste generated in its global manufacturing facility in Danbury, Connecticut, USA, in a continuing effort to reduce waste , and recycle items which can be recycled -- from wood to paper and related by-products. We also conserve generator and HVAC outputs, as well as energy and water use. Much of the electric illumination in our headquarters building was replaced with low emission LED lighting in mid-2020.</p> <p>BlueCrest utilizes low-flow water systems in all plumbing in its kitchen and restrooms, as well as the small amount of water used on our manufacturing processes, all to conserve water use.</p> <p>BlueCrest offers its customers product solutions that respect the environment. Much of the print equipment we offer uses water-based inks that are environmentally friendly, free from Hazardous Air Pollutants (HAPS), and do not require special removal protocols. As an additional environmental feature, our printers do not require ink purges, greatly reducing wastewater effluents for our customers around the world. We strongly encourage our clients to explore this aspect of your mail equipment choice. In addition, BlueCrest started a print head recycling service for its customers, which utilizes a third-party to re-furbish and recycle used printheads, thus further reducing our equipment impact on solid waste disposal.</p>	*
44	Identify any third-party issued eco-labels, ratings or certifications that your company and/or equipment holds (e.g. ENERGY STAR, NEBB, United States Postal Service (USPS) certified) for the Solutions included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	Not applicable. BlueCrest equipment is not sold to the consumer, this category does not apply.	*
45	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	<p>BlueCrest has been in the mail production and postal automation industry for over four decades, and we continue to strive for improvement and expand our product capabilities through innovative offerings and customized solutions with technology investment, all to respond to our customer's constantly changing needs.</p> <p>Through acquisition of BCC Software and Fluence Automation, BlueCrest products and services now cover the entire spectrum of print mail and parcel sortation; however, it is our world-class maintenance and service organization which includes over 900 trained field service technicians that truly puts us ahead of our competition and differentiates us with operational excellence.</p>	*

Table 5B: Value-Added Attributes

Line Item	Question	Certification	Offered	Comment	
46	Select any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation and a listing of dealerships, HUB partners or re-sellers if available. Select all that apply.		<input type="radio"/> Yes <input checked="" type="radio"/> No	BlueCrest is a large corporation and does not have a WMBE or SBE designation. BlueCrest does, however, have a commercial subcontracting plan built around our GSA contract that can be shared if requested.	*
47		Minority Business Enterprise (MBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable to BlueCrest large business status.	*
48		Women Business Enterprise (WBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable to BlueCrest large business status.	*
49		Disabled-Owned Business Enterprise (DOBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable to BlueCrest large business status.	*
50		Veteran-Owned Business Enterprise (VBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable to BlueCrest large business status.	*
51		Service-Disabled Veteran-Owned Business (SDVOB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable to BlueCrest large business status.	*
52		Small Business Enterprise (SBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable to BlueCrest large business status.	*
53		Small Disadvantaged Business (SDB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable to BlueCrest large business status.	*
54		Women-Owned Small Business (WOSB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable to BlueCrest large business status.	*

Table 6A: Pricing (400 Points, applies to Table 6A and 6B)

Provide detailed pricing information in the questions that follow below.

Line Item	Question	Response *	
55	Describe your payment terms and accepted payment methods.	BlueCrest has a variety of payment terms including deposit upon order with final payments due once equipment is installed and accepted by the customer. We work with our customers to find a payment schedule that works best for them.	*
56	Describe any leasing, financing, or as-a-service options available for use by participating entities. Describe how these options account for upgrading to newer models to mitigate the risk of equipment obsolescence.	BlueCrest uses several third-party lease companies and can assist our clients in applying for leases through PNC as well as MAM. We can also coordinate if a Participating Entity has a preferred leasing company.	*
57	Describe any standard transaction documents that you propose to use in connection with an awarded agreement (order forms, terms and conditions, service level agreements, etc.). Upload all template agreements or transaction documents which may be proposed to Participating Entities.	BlueCrest is providing copies of our sales agreement which contains our standard terms and conditions of sale, including On-Call Maintenance and Software Licensing.	*

58	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	BlueCrest can accept the P-card for the acquisitions of consumables (items like ink as an example) and/or parts orders. These can be smaller transactional values. Typically our solutions are high dollar acquisitions exceeding the threshold for a P-card and payment for these types of awards would be made via ACH transfer or check.	*
59	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	BlueCrest solutions, software and service offerings are configured to customer specific needs and workflows. These are not commercially available off the shelf. The pricing model provided to Sourcewell mirrors the same pricing model we have with our other state and local government cooperative purchasing agreements. In this case we are providing Sourcewell with the same sku numbers and pricing as NASPO while factoring a 1% administrative fee. This like many of our other contracts sets our NASPO pricing as our "basis for award pricing". Included in our pricing is the first year of on call maintenance for software and equipment along with pricing for maintenance on years 2-5. Additional or customized maintenance can be provided if our customer requires anything more than what our standard on call coverage provides. Also included in these prices are standard delivery, operator training and installation. The pricing discounts on all SKU's runs from 9%-20%. Please note that due to the complex nature of our solution offerings a customer cannot use our price list to build out a solution themselves to place an order. BlueCrest Account Executives will work with customers utilizing the Sourcewell agreement to define their workflow and need. Once this is established we will provide a quote that defines the final price listing out the SKU numbers from the Sourcewell agreement and pricing for each as a reference back to the pricing. BlueCrest will work with Sourcewell participants to provide a quote for configured equipment that aligns with the pricing we've provided in response to this RFP.	*
60	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	BlueCrest is offering Sourcewell our MFC (most favored customer pricing) which is in line with what we have published and accepted with other cooperative contracts already awarded to us. The percentage discount varies, and is indicated in the BlueCrest Price Book.	*
61	Describe any quantity or volume discounts or rebate programs that you offer.	BlueCrest does not operate in a consumer market and is offering solutions that are configured to a customer specific order. Our equipment has a high dollar value and is typically ordered by government agencies as a single solution order. BlueCrest would honor a volume or quantity discount if there is a circumstance where a configuration and volume quote is being requested that aligns with a similar order with another customer that did received a discount. In this circumstance we would match that price.	*
62	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "non-contracted items". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request. Define the costs/fees associated with "sourcing/quoting" products and related services.	This is not applicable to BlueCrest. We are the equipment manufacturer and do not source equipment.	*
63	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	BlueCrest equipment acquisition includes all costs associated with delivery, installation and training. Additional costs like shipping outside of the continental US, special installation requirements and other factors may be outside of what is included but those are determined on a case by case basis.	*
64	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Freight within the continental US is included in all BlueCrest pricing. Any additional freight or associated costs outside of the continental US are determined at the time a quote is put together.	*

65	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Canadian locations, as well as Hawaii and Alaska may require custom delivery/shipping options, which are not included in the BlueCrest pricing. These incremental costs would need to be quoted.	*
66	Describe any unique distribution, delivery, or deployment methods or options for the goods and services offered in your proposal.	BlueCrest customizes our shipping and installation method based on what is being delivered to the customer, and the customer's facility. Each delivery requires engineering to complete an installation.	*
67	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed agreement with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing.	BlueCrest has a government contracts manager who is responsible for ensuring that we comply with the terms of our cooperative and government agreements. The Government Contracts Manager is made aware of every opportunity that is being quoted under a cooperative or government agreement and assists in ensure quotes and orders are compliant. In addition, the Government Contracts Manager puts together a full list of all quarterly sales activity for all government customers in order to determine which contracts these orders were qualified under and how each of them needs to be reported. That information is compiled, recorded, and reviewed for compliance and accuracy internally. BlueCrest's pricing team provides quotes to our Sales Executives for every request they make. In the event that the opportunity being quoted qualifies for Sourcewell pricing; the Sales Executive would verify this with the Government Contracts Manager that this qualifies and then move forward requesting Sourcewell pricing from our pricing team.	*
68	If you are awarded an agreement, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the agreement.	BlueCrest conducts quarterly sales and marketing planning in order to ensure that our sales representatives are fully aware and well-versed in the use of all of our cooperative and similar contracts. In addition, our quarterly reporting activity as well as opportunity pipeline reporting are reviewed to see where we have opportunity, where we are having success and where we need to focus attention and growth. BlueCrest routinely educates our Sales Executive team of the contract vehicles that they have available to use and would ensure that they are looking at how to use Sourcewell on any existing opportunities that could apply as well as how to find new opportunities through the contract itself.	*
69	Provide a proposed Administration Fee payable to Sourcewell. The Fee is in consideration for the support and services provided by Sourcewell. The propose an Administrative Fee will be payable to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. The Administrative Fee will be calculated as a stated percentage, or flat fee as may be applicable, of all completed transactions utilizing this Master Agreement within the preceding Reporting Period defined in the agreement.	1% We propose a lower percentage for this contract as our average sale is over \$500,000, and this will create a tipping point to promote interest with prospective Sourcewell Members where this percentage results in meaningful cost savings.	*

Table 6B: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
70	The pricing offered is as good as or better than pricing typically offered through existing cooperative contracts, state contracts, or agencies.	BlueCrest provides like pricing to all of our cooperative agreements based on Most Favored Customer (MFC) pricing. These contracts can vary based on, but not limited to, items like maintenance and warranty requirements that are included within their specific pricing requirements.

Table 7A: Depth and Breadth of Offered Solutions (200 Points, applies to Table 7A and 7B)

Line Item	Question	Response *
71	Provide a detailed description of all the Solutions offered, including used Solutions if applicable, offered in the proposal.	BlueCrest Product and Software Catalog BlueCrest provides best-in-class solutions which include production-level inkjet printers,

mail inserters, mail sorters, postal optimization, and productivity improvement software. The following is a list of BlueCrest solutions currently available that would be available if awarded by Sourcewell.

I. Mail Inserting Systems

BlueCrest offers a broad range of inserter platforms providing the right combination of speed, flexibility, and integrity .. Our mail inserters offer best-in-class speed and productivity, without sacrificing accuracy or proof of process.

- Epic® Inserter
 - o Description: The Epic® Inserter is BlueCrest's flagship high-speed, fully automated, multi-format inserting system. The EPIC comes in a variety of configurations, including one specific for direct mailers, and produce up to 26,000 finished mail pieces per hour. Designed for both transactional and direct mailers, it can handle a vast array of mailing applications, envelope formats, and materials. Key features include advanced automation for set-up and turnover, robust processing of varied media (from cards to thick booklets), and full job tracking capabilities for end-to-end integrity. Its modular design allows for future upgrades and configuration changes, making it a scalable investment for evolving mail center needs. The Epic is engineered for dependability, and reliability and is easy to use and a favorite amongst operators. In addition to on-board system diagnostics, the Epic has a wide variety of integrity scanning features including, OMR, Barcode, 2D and OCR, ensuring that critical communications are processed accurately and efficiently.
- Evolution® Inserting Solution
 - o Description: The Evolution® Inserting Solution is a flexible, multi-format inserter ideally suited for mid to high-volume mailers. The Evolution can process multiple envelope formats, including tri-fold, half-fold and flats, and depending on envelope and application type, can process up to 12,000 mail pieces per hour. It shines in environments running high page count jobs, short-run applications, or those requiring extra capacity during peak periods. The Evolution's modular design makes it easy to configure with various inputs (e.g., cut-sheet, continuous form), feeders, and output options, adapting to specific workflow requirements. File-based processing helps to achieve 100% mail piece integrity and higher net good mailpieces per hour. It is scalable, allowing businesses to expand its capabilities as their mailing volumes and application complexity grow. Its user-friendly interface and reliable performance contribute to increased efficiency and reduced labor costs.
- Element™ Inserter
 - o Description: The Element™ Inserter is our newest multi-format inserting solution. It is designed for low-volume jobs and short page counts, and can process trifold, half-fold and flat envelopes. Perfect for mailers who would like to consolidate multiple smaller console or table-top inserters into a single platform. Its innovative vertical feeder design significantly saves space, making it an ideal choice for small to medium-sized businesses or as a dedicated system for specific applications in larger operations. Despite its compact footprint, the Element offers reliable performance and essential mail integrity features, helping businesses automate their mailing processes and achieve postal discounts without a large capital investment.
- Integrated Card Attaching
 - o Description: Our card attaching solution offers multiple configurations that integrate into the mail inserting process allowing transactional and direct mailers high-speed capabilities for attaching and inserting various types of cards (e.g., credit cards, gift cards, membership cards, healthcare, licenses) directly within the mail inserting process. It provides significant flexibility for a variety of card applications and workflows, ensuring secure and accurate attachment of cards to mailpieces. Integrating this functionality directly into the inserter streamlines the production process, reduces manual handling and offline and individual work cells, and enhances overall security and integrity for card-related mailings.
- Rival® Inserting System
 - o Description: The Rival® Inserting system is an easy-to-use, compact, multi-format inserter perfect for low-volume mailers or those needing an economical system for extra capacity during peak periods. It is one of the most widely fielded inserters, with thousands of installations around the world. It stands out by offering high integrity features typically found on larger, more expensive systems, but at a lower price point. The Rival is capable of processing both letter and flats applications, making it a versatile addition that can efficiently handle increased mailing needs and ensure accuracy for critical communications.
- Mailstream Direct
 - o Description: The Mailstream Direct is a robust and highly reliable direct mail inserter designed to handle both 6x9 and #10 envelope sizes. It supports up to six feeders and is ideal for pre-folded or buck slip-type applications, as it is not configured with an input module. Operating at speeds of up to 26,000 pieces per hour, it features BlueCrest's Direct Connect operating system, which provides piece-level tracking and detailed reporting for enhanced performance and integrity.
- Mailstream Evolution

o Description: The Mailstream Evolution is a mid-speed, multi-format mail inserter for both transactional and direct mailers. The Mailstream Evolution cycles at speeds of up to 14,000 cycles per hour and can be configured with up to 24 either friction or rotary feeders. It known for its ability to handle complex and custom applications easily and is the base system for many custom applications and solutions. It can easily shift from cut-sheet to continuous forms, switch between processing letters or flats, handle a wide range of envelope sizes, and support barcode scanning in a variety of different places. Proven with thousands of installations around the world, the Mailstream Evolution system is engineered for consistently high-performance operation, its motion control system controls, detects, corrects and adjusts the speed of variable thickness materials to achieve optimal throughput. What's more, the system's superior paper-handling ability increases uptime.

- Mailstream Productivity Series (MPS)

o Description: The Mailstream Productivity Series (MPS) inserter is purpose-built for high-volume jobs with demanding short Service Level Agreements (SLAs). It is an ideal solution for mailers who primarily run low-page count trifold and half fold work but require extreme speed, up to 26,000 cycles per hour. The MPS is engineered for continuous operation and is known as the workhorse of many mailing operations. The system can be configured with either cutsheet, continuous form or multi-stream inputs, adding flexibility to your system.

II. Production Inkjet Printers

Production inkjet printers make operations more powerful, flexible, and cost-effective. Inkjet printers from BlueCrest will process seamlessly on inserters. Our clients produce over 24 billion annual impressions on BlueCrest printers.

- EvoluJet® Cut-sheet Inkjet Printing System

o Description: The EvoluJet® Cut-sheet Inkjet Printing System offers a compelling, cost-effective alternative to traditional toner printing for applications such as statements, bills, and other essential customer communications. This full-color, sheet-fed inkjet printer is designed for ease of operation in a production print and mail environment, delivering impressive productivity, remarkable flexibility in media handling, and consistent reliability. It allows businesses to bring more color and personalization to their communications efficiently, enhancing customer engagement while managing costs. Whether you are looking to consolidate or replace toner printers, or add a more effective platform for shorter runs and reprints, this printer system will deliver a strong return on your investment.

- IntelliJet® Advantage 2200

o Description: The IntelliJet® Advantage 2200 is a state-of-the-art production inkjet system based on the HP PageWide Advantage platform, featuring HP Brilliant Ink. This system delivers significant advancements in productivity, print quality, and operational ease, all within a surprisingly compact footprint. It produces offset-class color output, making it suitable for high-volume transactional, trans-promotional, and sophisticated marketing communications. The IntelliJet Advantage 2200 is engineered for high-speed, high-quality output, helping businesses reduce print costs while producing impactful documents.

- IntelliJet® 42 HD

o Description: Designed for the most demanding, ultra-high volume transactional print and mail operations, the IntelliJet® 42 HD is a powerhouse that can replace and outperform multiple conventional color or toner-based devices. Its innovative "up to 4-up wide" page format combined with exceptionally high print speeds of up to 1,000 feet per minute it delivers unmatched throughput, making it ideal for environments where speed and volume are paramount. The IntelliJet 42 HD significantly drives down costs per impression while maintaining high print quality for critical and high-volume documents.

- Print+ Messenger

o Description: The Print+ Messenger is an innovative inkjet printer add-on specifically designed for integration with BlueCrest mail inserters. This module enables the direct printing of full-color messaging, graphics, or variable data onto the exterior of the envelope. By transforming the envelope into a dynamic marketing channel, Print+ Messenger helps create a more impactful first impression, drives higher open rates for direct mail, and enhances brand recognition even before the mailpiece is opened.

- Print+ Statement

o Description: The Print+ Statement is an inkjet printing module seamlessly integrated with BlueCrest mail inserters. It allows for the efficient and accurate processing of reprints or small jobs directly inline, significantly reducing steps and manual handling compared to conventional methods. This consolidation and automation of processes within a single work cell improve efficiency, reduce labor costs, and accelerate the turnaround time for essential financial or customer statements, especially for short runs or ad-hoc printing needs.

- Print+ Response
 - o Description: The Print+ Response is an inkjet module designed for use inline on BlueCrest inserting systems. This valuable addition allows for the inline printing of business reply envelopes (BREs) and various inserts with variable text and graphics. By enabling on-demand, customized monochrome or full-color printing of response elements directly within the inserting process. Print+ Response streamlines workflows, reduces pre-printed inventory, and facilitates more personalized and effective direct mail campaigns that encourage customer interaction.

III. Sortation Systems

For efficient and cost-effective sorting of diverse mail volumes, BlueCrest offers a powerful blend of processes and cutting-edge technology. With industry-leading solutions such as mail piece-level tracking, double mail piece detection, and best-in-class OCR technology, we enable automation that saves time and reduces expenses. Additionally, we provide a range of other technologies tailored to enhance mail sorting efficiency.

- Vantage™ Sorter
 - o Description: The Vantage™ Sorter is a highly adaptable and customizable sorting system powered by BlueCrest's advanced SortEngine™ 360 software. It intelligently integrates speed, flexibility, intelligence, and durability to deliver consistent, high-volume throughput for an exceptionally wide range of mail types, from delicate postcards to robust business flats and even small parcels. The Vantage Sorter optimizes postal discounts, streamlines mail preparation, and enhances delivery accuracy for both inbound and outbound mail operations. Its modular design allows for configuration to specific business needs and scalability for future growth.
- Vantage MMS (Mixed Mail Stacker)
 - o Description: The Vantage MMS (Mixed Mail Stacker) is a powerful upgrade option for the Vantage sorting solution, specifically designed to enhance its capabilities for processing mix mail streams that include letters, postcards or business flat envelopes. Featuring advanced mixed mail stacking technology, the MMS can efficiently handle thicker mailpieces and accommodate a broader variety of mail characteristics and handling sensitivities. This significantly boosts productivity, improves operational efficiency by reducing manual interventions, and generates greater cost savings by allowing for more comprehensive sortation of challenging mail types.
- Elevate™ Sorter
 - o Description: The Elevate™ Sorter is a compact yet powerful in-bound mail sorting solution boasting the smallest footprint in its class. Elevate reduces the amount of space needed to run a sorting operation without sacrificing speed. With two-tier bins, this mail-sorting machine has one of the smallest footprints in the industry. Despite its size, it offers high-speed mail processing and ultimate flexibility, making it suitable for a wide range of applications. The Elevate excels at handling various mail types, including critical "Vote by Mail" ballot packets and incoming mail applications, with remarkable accuracy and integrity. The Elevate handles a wide range of mail types and a variety of processes from simple barcode sorting to complex database lookups and image processing. This modular mail sorter can be configured to meet application and operational needs. And, when needs change, features or software can be added to expand capabilities with minimal interruption

IV. Software Products

A. Print and Mail Workflow Software

Today's mail production is complex, but BlueCrest's print and mail workflow solutions simplify the process by enhancing operational efficiency, ensuring compliance, and reducing postal costs. These solutions make it easier to onboard new clients and adapt to application changes, while automating mail assembly and tracking to improve accuracy. They also allow for document enhancement with personalized, full-color graphics, extend the usability of legacy documents, and optimize resource use by routing jobs to any available printer or inserter. Additionally, they support dynamic document delivery in any format, whether printed or electronic.

- BlueCrest Strata Sphere
 - o Description: BlueCrest Strata Sphere is a comprehensive, cloud-based reporting software designed specifically for mail production environments. It centralizes the management of operational data, performance insights, and reporting, and provides critical postal optimizations and compliance functionalities. With a centralized production dashboard and robust job tracking capabilities, Strata Sphere offers complete visibility into the entire mail production process, enabling informed decision-making, cost management, and adherence to regulatory requirements.
- BlueCrest Strata Output Manager
 - o Description: BlueCrest Strata Output Manager is a powerful and visionary print management software system, reimagined with robust cloud capabilities. It provides centralized control and resource management for complex print and mail workflows, allowing organizations to maintain command over distributed printing operations. Its key strength lies in its ability to perform real-time document enhancement and sophisticated print stream transformations, seamlessly converting documents from various formats (e.g., AFP, PCL, PostScript, PDF) to optimize them for any output device. This simplifies complex workflows, reduces manual intervention, and ensures consistent, accurate document delivery.

- Output Control
 - o Description: Output Control software provides continuous, vigilant monitoring of the entire print and mail workflow progress. It is engineered to drive accuracy, enhance operational visibility, and significantly boost productivity through intelligent automation. By providing real-time insights into job status, equipment performance, and mailpiece integrity, Output Control enables proactive management, rapid issue resolution, and comprehensive auditability for all production workflows, ensuring compliance and operational excellence.
- Output Enhancement Visual Editor
 - o Description: The Output Enhancement Visual Editor is a user-friendly tool designed to simplify and accelerate the process of updating and modifying print & mail workflow documents. It features a modern, intuitive graphical interface that allows business users to make changes quickly and efficiently, without requiring specialized IT resources or altering the underlying legacy business application code. This empowers organizations to react swiftly to content changes, compliance updates, or marketing requirements, improving agility and reducing dependence on technical teams.
- DirectView Solutions
 - o Description: DirectView Solutions provide mail operations with access to critical, real-time information essential for driving optimal performance and ensuring all operational goals are consistently met. This suite of solutions offers comprehensive dashboards and reporting, allowing managers to monitor key performance indicators (KPIs), identify bottlenecks, and make data-driven decisions to enhance efficiency, reduce costs, and maintain high service levels across their mail production facilities.
- Clarity Optimizer
 - o Description: Clarity Optimizer delivers unprecedented access to near real-time operational data, combined with powerful predictive analytics, to transform how businesses manage their print and mail operations. It enables organizations to proactively drive performance improvements, apply timely course correction to issues, significantly reduce costs, and gain granular control over every aspect of their print and mail production. By leveraging data for actionable insights, Clarity Optimizer helps achieve higher efficiency and more predictable outcomes.
- BlueCrest Strata OfficeMail
 - o Description: BlueCrest Strata OfficeMail is a transformative solution that bridges the gap between decentralized office printing and centralized production mail. It significantly improves print & mail workflow at the office level by enabling the secure and compliant printing of desktop-produced communications (e.g., letters, invoices) in the high-volume production environment from any location, at any time. OfficeMail offers options for intelligent job consolidation, maximizing postal savings, and ensuring increased integrity and auditability for all outbound office mail.

V. Robotics

This cutting-edge collaborative robot tirelessly executes tasks, exhibiting unmatched dedication and efficiency, and remains operational 24/7. Its unwavering commitment to tasks ensures a continuous workflow, eliminating downtime and optimizing productivity for businesses.

- OttoMate Trayer
 - o Description: OttoMate is our first-ever collaborative robot, innovatively engineered to work alongside human operators to automate various tasks in the mail production work cell. OttoMATE is programable, allowing for an infinite canvas of future automation that scales beyond traditional manually intensive tasks. One of the key features of OttoMATE is its ability to significantly enhance manpower efficiency. By effortlessly managing repetitive manual processes, OttoMATE frees up human workers to concentrate on more intricate and impactful tasks, thereby augmenting available manpower and productivity levels substantially. OttoMate Trayer, is designed to handle the demanding task of moving finished mail from an inserter to a USPS mail tray and placing it on a conveyor. Serving as a trusted companion, OttoMate ensures predictable performance, enabling systems to run smoothly at their maximum speed without additional labor.

VI. Service

BlueCrest Inc. offers a comprehensive suite of service solutions designed to optimize print and mail operations through a strategic integration of technology, people, and processes. Beyond our core services; People Optimization, Productivity Services, Quality Compliance and Risk Management, and Maintenance Services, BlueCrest supports clients throughout the lifecycle of their technology investments, from implementation to ongoing optimization. Our approach focuses on improving operational reliability, enhancing productivity, and reducing risks, thereby ensuring clients achieve the best return on their investments. The BlueCrest service team, recognized by their distinctive blue shirts, is renowned for delivering exceptional customer service and technical expertise across the globe.

72	<p>Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.</p>	<p>The following are categories within our pricing that is standard across the contract vehicles BlueCrest works with:</p> <ul style="list-style-type: none"> -BlueCrest - Service for Owned Equipment - MAG STRIPE READER & DECODER - BLUECREST - Software License and Subscription - Consumables - INSERT - Inserters - Production - Pre-sorting Equipment, Production - Print 	*
73	<p>Describe how your solution(s) can be tailored to meet the unique operational, compliance, and integration requirements of public sector agencies.</p> <p>Include one (1) example of previous work with public sector agencies where your solution(s) was customized.</p>	<p>BlueCrest technology is engineered to meet gov't requirements such as IPV6, plus unique mail inserting and sorting applications that require a high degree of sheet level integrity to ensure that hard copy constituent communications meet strict PI compliance. An example would be the NY State Dept. of Motor Vehicles mailing of driver's license ID cards. BlueCrest engineers built a system that is able to:</p> <ul style="list-style-type: none"> - Feed a driver ID card, read the OCR license ID number on the card, then do a random piece record "lookup" to determine what NYS state resident license is being processed based upon the ID number that is included with a job level mail run data base with a specific mail piece records for a specific day's mailing. - Once the specific mail piece record is determined, the mailing address and a 2D bar code with integrity checking characters included is printed on a blank "carrier sheet" that the license ID is glued/attached to for mailing. - To ensure that the license ID card is secure, BlueCrest designed a customized paper folding system that can fold the carrier sheet to have the ID card in the middle third of the sheet using a C-fold that doesn't allow the license ID card to detach during the following steps to insert it into the mailing envelope. - Using BlueCrest Proprietary DC Verify File Base Processing software, the entire process to feed the license ID, random lookup, printing of the address & 2D bar code and final completion of the mail inserting process is tracked from the initial feed of the card and carrier to the final disposition of the finished mail piece. A detailed electronic file is created for each mail run to provide sheet/piece level details of the mail inserting process that is archived and provided to NYS DMV for potential future review if needed at a mail piece record level. 	*
74	<p>Describe your mail tracking capabilities. Specifically, how your technology ensures secure, accurate, and real-time tracking for sensitive or compliance-driven mailings (e.g., ballots, legal documents).</p> <p>Include details on audit trails, reporting functions, visibility tools provided, and how your solution addresses security, chain-of-custody, and compliance requirements.</p>	<p>BlueCrest designed our proprietary Direct Connect (DC) operating system and DC Verify document integrity platform to meet HIPPA requirements many years ago. Since the original design of our solutions, BlueCrest has continued to work to eliminate issues with Private Information that is contained within hard copy communications. BlueCrest pioneered the technology of high-integrity production mail processing. While most inserter control systems are designed to simply control the mechanical operation of the machine, BlueCrest' Direct Connect (DC) was designed from the start to intelligently track and monitor mail piece assembly at the sheet level. DC actively measures the speed, location, and skew of every piece of material in process to ensure each mail piece is assembled as expected. For example, the instant a sheet is fed, DC predicts to the millisecond exactly when that sheet should make it to the next photocell. Then based on its size and expected speed, it predicts how long it should block that photocell before exiting to the next stage. It performs this sheet-level predictive tracking for every piece in process as it is fed, accumulated, folded, at each insert station, through the insertion engine and down the output section until the mail piece exits the machine.</p> <p>In effect, DC determines the status of every mail piece from the inside of the envelope out. By the time a mail piece reaches the end of the insertion process, DC already knows far more about the status of that mail piece than can be determined by external inspection;</p> <ul style="list-style-type: none"> • Sequence number scanned on each sheet that is fed prior to ensure it is as expected (in sequence, not a duplicate, within range) • Contents are as expected (no missing or duplicate sheets detected, no insert feed errors detected, no jams or operator intervention detected) • Collation size is as expected (lead/trail edge timing as expected) <p>In a networked file DC Verify File Based control environment, DC inserters compare material being processed against what is expected via an input file – job and mail piece record data collected prior to print that fully defines the mail run. DC inserters are able to share knowledge about exactly which pieces are being processed in real time to instantly identify duplicate jobs or mail pieces within a job so that action can be taken immediately, not after the job is finished and "bad mail" is already placed into a postal mail tray. In addition, operators can be presented with up-to-date insert plan specifications to help ensure proper loading; settings such as insert weights, machine mode, chargeback account ID, and other settings can be automated to further reduce setup time and human error.</p>	*

Table 7B: Depth and Breadth of Offered Solutions

Indicate below if the listed categories of Solutions are offered within your proposal. **Provide additional comments in the text box provided describing how your proposed solution(s) meet or exceed the category and/or sub-category.**

Line Item	Category	Sub-Category	Offered *	Comments *	
75	Mail and Parcel Handling	Receiving and inbound processing	<input type="radio"/> Yes <input checked="" type="radio"/> No	BlueCrest provides equipment and software solutions that will work in line with inbound mail processing.	*
76		Mail sorting equipment	<input checked="" type="radio"/> Yes <input type="radio"/> No	BlueCrest manufactures mail sortation equipment for inbound or outbound mail. This includes sorting inbound election mail for governmental sites that have a high return of vote by mail ballots during election cycles.	*
77		Packaging, preparation solutions	<input type="radio"/> Yes <input checked="" type="radio"/> No	BlueCrest does not offer direct solutions in this category.	*
78		Shipping integration	<input checked="" type="radio"/> Yes <input type="radio"/> No	BlueCrest provides software that can assist in shipping integration through BCC (a BlueCrest company).	*
79	Tracking and Software	Mail/parcel tracking software	<input checked="" type="radio"/> Yes <input type="radio"/> No	BlueCrest provides Track N Trace through BCC (a BlueCrest company). Track N Trace uses USPS Informed Visibility technology to provide mailpiece intelligence and reporting.	*
80		Integration with ERP/CRM systems	<input checked="" type="radio"/> Yes <input type="radio"/> No	BlueCrest offers software solutions which integrate with ERP/CRM systems.	*
81		API availability for custom integration	<input checked="" type="radio"/> Yes <input type="radio"/> No	BlueCrest offers solutions that have API's enabled for customized integrations.	*
82	Postage and Optimization	Postage meters/systems	<input type="radio"/> Yes <input checked="" type="radio"/> No	BlueCrest does not manufacture postage meters or sell them as a one off option with our equipment solutions.	*
83		Postal cost optimization	<input checked="" type="radio"/> Yes <input type="radio"/> No	BlueCrest postal optimization solutions combined our hardware and software and in turn automates the mailing and presort process driving real cost savings.	*
84	Mailroom Infrastructure	Purpose-built furniture/systems	<input type="radio"/> Yes <input checked="" type="radio"/> No	BlueCrest does not build or offer mailroom furniture.	*
85		Secure storage/locker systems	<input type="radio"/> Yes <input checked="" type="radio"/> No	BlueCrest does not build or offer storage locker systems.	*
86	Support Services	Installation and configuration	<input checked="" type="radio"/> Yes <input type="radio"/> No	All solutions provided by BlueCrest include installation (when applicable). Equipment for each award BlueCrest receives is configured to a specific customer need. This configuration is for both the equipment and the level of service and support expected on site.	*
87		Maintenance and repair	<input checked="" type="radio"/> Yes <input type="radio"/> No	BlueCrest solutions and pricing include the first year of on call maintenance as a standard offering. Additional or customized maintenance can be provided and quoted in addition to the standard on call service offering.	*
88		User training	<input checked="" type="radio"/> Yes <input type="radio"/> No	Standard operator training is provided by BlueCrest on new equipment purchases. Additional training or refresher courses can be provided and quoted as an additional cost if requested.	*
89		Technical support and helpdesk	<input checked="" type="radio"/> Yes <input type="radio"/> No	The BlueCrest service organization consists of 1000+ service technicians globally with 600+ technicians in North America. Field Services contracts are either resident / onsite, on call (same day usually 4 hours) or next business day (NBD). We provide Technical Help Desk support contracts for customers that want to self-maintain and need assistance with advanced support and escalations.	*
90		Customization and configuration	<input checked="" type="radio"/> Yes <input type="radio"/> No	Each award BlueCrest receives today is configured to a specific customer/site need. This configuration is for both the equipment and the level of service and support expected on site. A BlueCrest Solution Engineer works closely with our customer to document a solution that meets their business needs.	*

Table 8: Exceptions to Terms, Conditions, or Specifications Form

Line Item 91. NOTICE: To identify any exception, or to request any modification, to Sourcwell standard Master Agreement terms, conditions, or specifications, a Proposer must submit the proposed exception(s) or requested modification(s) **via redline in the Master Agreement Template provided** in the "Bid Documents" section. Proposer must upload the redline **Master Agreement Template (Word format)** in the "Requested Exceptions" upload field. All exceptions and/or proposed modifications are subject to review and approval by Sourcwell and will not automatically be included in the Master Agreement.

Do you have exceptions or modifications to propose?	Acknowledgement *
	<input type="radio"/> Yes <input checked="" type="radio"/> No

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
 2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.
 3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.
 4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."
- [Pricing](#) - Sourcewell Bluecrest Catalogue 06302025.xlsx - Tuesday July 01, 2025 06:27:23
 - Financial Strength and Stability (optional)
 - [Marketing Plan/Samples](#) - Comarketing Plan for Sourcewell + BlueCrest.pdf - Friday June 06, 2025 08:56:41
 - WMBE/MBE/SBE or Related Certificates (optional)
 - [Standard Transaction Document Samples](#) - Equipment Maintenance Application Software (On-Prem SaaS) and Professional Services - Milestone Payments.pdf - Monday June 23, 2025 14:24:19
 - Requested Exceptions (optional)
 - [Upload Additional Document](#) - BlueCrest Product Catalog.pdf - Monday June 23, 2025 14:51:52

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT OF COMPLIANCE

I certify that I am an authorized representative of Proposer and have authority to submit the foregoing Proposal:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for award.
3. The Proposer certifies that:
 - (1) The prices in this Proposal have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other Proposer or competitor relating to-
 - (i) Those prices;
 - (ii) The intention to submit an offer; or
 - (iii) The methods or factors used to calculate the prices offered.
 - (2) The prices in this Proposal have not been and will not be knowingly disclosed by the Proposer, directly or indirectly, to any other Proposer or competitor before award unless otherwise required by law; and
 - (3) No attempt has been made or will be made by Proposer to induce any other concern to submit or not to submit a Proposal for the purpose of restricting competition.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest is created when a current or prospective supplier is unable to render impartial service to Sourcewell due to the supplier's: a. creation of evaluation criteria during performance of a prior agreement which potentially influences future competitive opportunities to its favor; b. access to nonpublic and material information that may provide for a competitive advantage in a later procurement competition; c. impaired objectivity in providing advice to Sourcewell.
5. Proposer will provide to Sourcewell Participating Entities Solutions in accordance with the terms, conditions, and scope of a resulting master agreement.
6. The Proposer possesses, or will possess all applicable licenses or certifications necessary to deliver Solutions under any resulting master agreement.
7. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
8. Proposer its employees, agents, and subcontractors are not:
 1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
 2. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or
 3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☒ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Jacob Halbur, Government Contracts Manager, DMT Solutions Global Corporation

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the obligations contemplated in the solicitation proposal.

☐ Yes ☒ No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "**I have reviewed this addendum**" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
There have not been any addenda issued for this bid.		