

Janice K. Brewer  
Governor



Scott A. Smith  
Director

**ARIZONA DEPARTMENT OF ADMINISTRATION**

**STATE PROCUREMENT OFFICE**

100 NORTH FIFTEENTH AVENUE • SUITE 201  
PHOENIX, ARIZONA 85007

(602) 542-5511 (main) (602) 542-5508 (fax)  
<http://spo.az.gov>

**SENT VIA E-MAIL:**

kvalinsky@opex.com

July 14, 2011

**OPEX**

Attn: Ms. Kim Valinsky  
305 Commerce Drive  
Moorestown, NJ 08057

**RE: SOLICITATION ADSP011-000000411 WSCA/NASPO MAILING EQUIPMENT  
SUPPLIES AND MAINTENANCE**

**NOTICE OF SUSCEPTIBILITY AND INVITATION TO DISCUSSIONS**

Dear Ms. Valinsky,

The State has evaluated your proposal in response to Solicitation ADSP011-000000411, WSCA/NASPO Mailing Equipment Supplies and Maintenance. As the result of this evaluation, your proposal has been determined to be reasonably susceptible for contract award. Therefore, in accordance with AAC R2-7-C314, the State wishes to invite your company to negotiations/discussion regarding applicable portions of your proposal. Your meeting has been scheduled for July 26, 2011, at 1:00 PM at the Department of Administration, State Procurement Office located at 100 N. 15<sup>th</sup> Ave., Suite 201, Phoenix AZ 85007.

The State does not require multiple people to attend, however you are welcome to bring multiple representatives from your company. Please advise, in advance, if you will be having an attorney attend. If you intend to bring more than three people, please advise as soon as possible so we may make the appropriate arrangements. Please be prepared to discuss your proposal at length and in detail.

At the conclusion of negotiations, your company will have an opportunity to submit a Proposal Revision. This procedure will be discussed further at the meeting. No written follow-up to the meeting will be provided; therefore you should plan to take notes regarding items to consider when submitting your Proposal Revisions.

Any questions or concerns associated with this solicitation may be addressed to me; my contact information is [stacy.ingalls@azdoa.gov](mailto:stacy.ingalls@azdoa.gov), telephone 602-542-9154. Thank you for your continued interest in doing business with the State of Arizona. We look forward to meeting with you and discussing your proposal.

Sincerely,

A handwritten signature in cursive script, appearing to read "Stacy Ingalls".

Stacy L. Ingalls  
Procurement Officer