

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:

Marjorie.mcdermott@bhemail.com

July 13, 2011

Bowe Bell + Howell
Attn: Marjorie McDermott
760 S. Wolf Road
Wheeling, IL 60090

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

NOTICE OF SUSCEPTIBILITY AND INVITATION TO DISCUSSIONS

Dear Ms. McDermott,

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 28, 2011, at 9:00 AM at the Department of Administration, State Procurement Office located at 100 N. 15th 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, telephone 602-542-9154. Thank you for your continued

TO
DATE
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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, reading "Stacy L. Ingalls". The signature is written in dark ink and is positioned above the printed name and title.

Stacy L. Ingalls
Procurement Officer