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September 23, 2020

Mr. Sean Carroll, Chief Procurement Officer
NYS Office of General Services
Procurement Services
38th Floor – Corning Tower
Empire State Plaza
Albany, NY 12242

Re: Conditions for Approval of NYSID to Provide Mail-Fulfillment Services

Dear Mr. Carroll:

A condition of the November 28, 2018 approval by the NYS Procurement Council granting NYSID Preferred Source designation for the provision of mail-fulfillment services is for NYSID to present at each Council meeting from January 2019 until at least the third meeting of the Council taking place in 2020 a report showing the number of mail-fulfillment services performed for state and local government agencies.

Since the August 4, 2020 Procurement Council Meeting NYSID has not entered into any new print & mail fulfillment contracts.

Please feel free to contact me should you have any questions.

Sincerely,

Meredith Hartman
Vice President- Contract Administration