



STATE OF INDIANA

DEPARTMENT OF ADMINISTRATION
Commissioner's Office

Michael R. Pence, Governor

Indiana Government Center South
402 West Washington Street, Room W469
Indianapolis, IN 46204

Award Recommendation Letter

Date: December 3, 2015

To: Stanley Judson, Director of Strategic Sourcing
Indiana Department of Administration

From: Teresa Deaton-Reese, CPPO, CPPB, Strategic Sourcing Analyst
Indiana Department of Administration

Subject: Recommendation selection for Negotiated Bid ASA-16-044, Boxes, Dividers, Partitions, and Lids for Pen Products

Total Purchase Price: \$62,741.95

Based on the evaluation of the bids received, JetCo Packaging Solutions is recommended for award. Terms of this recommendation are included in this letter.

The State of Indiana received one (1) proposal:

- JetCo Packaging Solutions

The following line items and quantities are needed and were requested for the using agencies:

LINE ITEM	ITEM DESCRIPTION	Quantity
1	Box, CSO, 6 1/2 x 3 3/4 x 12 1/2, Pen - 92501006	12,800
2	Box, 5/p, 12 1/2 x 6 1/2 x 1 5/8, Pen - 92508002	400
3	Box, RSC, 24 x 22 x 22, Pen - 92500075	800
4	Box, RSC, 200#, 20 x 17 1/2 x 17, Pen 92500114	4950
5	Box, RSC Corrugated, 18X12X8-7/16 - Pen - 92500014	2500
6	Box RSC, 12 1/2 x 6 3/8 x 12 1/8, Pen 92500098	2200
7	Box, RSC, Corrugated, 10-3/4X9-1/4X7	1800
8	Box, RSC, 12 3/4 x 8 1/4 x 7, Pen - 92500101	7000
9	Box, RSC, 12 1/2 x 12 1/2 x 12 1/2, 200#, Pen - 92500108	10,000
10	Box, RSC, 15 x 11 1/8 x 10 3/4, 200#, Pen - 92500112	1800
11	Box, RSC 11 x 11 x 7, 200 #, Pen - 92500113	0
12	Box, RSC, Corrugated, 11X7-1/2X10 PEN 92500117	3025
13	Box, RSC, 11 1/4 x 8 3/4 x 10, Pen 92500022	1500
14	Box, RSC 17 1/2 x 11 1/4 x 12 1/2, Pen 92500025	0
15	Box, RSC, 12 1/2 x 12 1/2 x 10, Pen 92500048	0
16	Box, RSC, 14 x 8 3/4 x 4 1/2, Pen 92500058	0
17	Box, RSC, 19 1/2 x 10 1/2 x 12 3/4, Pen 92500102	0
18	Box, RSC, 11 3/4 x 8 3/4 x 8 3/4, Pen 92500103	0
19	Box, RSC, 20 7/8 x 15 5/8 x 8, Pen 92500011	2800
20	Box, RSC, 19 x 12 1/2 x 12 1/6, Pen 92500013	3765
21	Box, RSC, Corrugated 19 3/4 x 13 1/4 x 8 5/8, Pen 92500116	400
22	Box, RSC, Corrugated 10 5/8 x 6 7/8 x 8 7/8, Pen 92500118	150

23	Divider, 84 x 60, Pen - 92600022	1230
24	Divider 6 1/8 x 12, Pen 92600072	850
25	Divider 48 1/4 x 60 1/4, Pen - 92600002	325
26	Divider, Corrugated, 48-1/4X48-1/4 Pen - 92600003	2075
27	Divider, Corrugated, 36-1/4X36- 1/4 - Pen - 92600004	3775
28	Divider, Corrugated, 30-1/4X30-1/4 - Pen - 92600005	3050
29	Divider 24 1/4 x 24 1/4, Pen 92600006	3500
30	Divider, Corrugated, 24-1/4X30-1/4 - Pen - 92600010	1950
31	Divider 36 1/4 x 48 1/4, Pen 92600018	1750
32	Cover, Corrugated, 200#, 16 x 21 x 2, Pen - 92800001	0
33	Cover, Corrugated, 200#, 16 x 36 x 2, Pen 92800002	0
34	Cover, Corrugated, 200#, 18 x 76 x 2, Pen 92800004	0
35	Cover, Corrugated, 200#, 24 x 36 x 2, Pen - 92800005	0
36	Cover, Corrugated, 200#, 24 x 72 x 2, Pen - 92800007	0
37	Cover, Corrugated, 200#, 30 x 66 x 2, Pen - 92800009	0
38	Cover, Corrugated, 200#, 36 x 72 x 2, Pen - 92800010	0
39	Partition, 12 3/8 x 11 13/16, Pen - 92700005	17800
40	Partition, 18 7/8 x 11 13/16, Pen - 92700006	0
41	Partition, 11 3/4 x 8 1/4, Pen - 92700007	2800
42	Partition, Corrugated, 17-3/4 X 8 1/4 - Pen - 92700008	1575
43	Partition, 14 3/4 x 10 1/2, Pen - 92700016	3425
44	Partition, 11 x 10 1/2, Pen - 92700017	5425
45	Partition, 10 7/8 x 4 7/8 - 1 Slot, Pen - 92700018	0
46	Partition, 10 7/8 x 4 7/8- 2 Slots, Pen - 92700019	0
47	Partition, Corrugated, 10-5/8 X 9-5/8 - Pen - 92700023	900
48	Partition, Corrugated, 7-1/8 X 9-5/8 - Pen - 92700024	2825
49	Partition, 12 x 10 5/8 (2 Slots) - Pen 92700026	50
50	Partition, 6 1/4 x 10 5/8 (1Slot) Pen 92700027	50

When necessary, the state clarified with respondent to ensure specifications were met for each item. Additionally, respondent was given the opportunity to improve pricing from their original bid.

JetCo Packaging Solutions claimed the U.S. Manufactured Preference.

The final evaluation is detailed in the table below:

Vendor	Total Bid Amount	Price Preference	Total Evaluation Amount	Award Amount	Line Item(s) Award	# of Line Items Bid
JetCo Packaging Solutions	\$62,741.95	None	\$62,741.95	\$62,741.91	All	All

Award Summary

During the course of evaluation, the State scrutinized all proposals to determine the viability of each proposed business solution to meet the needs of the State. The Indiana Department of Administration evaluated proposals and awarded in accordance with the requirements set forth in the published process and pursuant to Indiana law.

This award will result in contract award for two years with a one two-year renewal.

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Indiana Department of Administration