MANAGE ENGINE AD MANAGER LICENSES RENEWAL (2020)

SOLICITATION: SL2686610

NeighborWorks America is soliciting proposals from qualified firms to provide:


**Key Dates**

RFQ Release Date: 08-04-2020

Response must be submitted electronically no later than: 08-10-2020

**Primary Contact**

Name: Montoya Briscoe

Email: mbriscoe@nw.org
### A. GENERAL INFORMATION


<table>
<thead>
<tr>
<th>Item#</th>
<th>Item</th>
<th>Quantity</th>
<th>Term</th>
</tr>
</thead>
</table>
A.2 A contract shall be executed that embodies the terms and conditions agreed upon by both parties

B **PRICE**
B.1 The price shall include all applicable administration/overhead/delivery costs to the final destination identified in this solicitation.
B.2 The prices offered shall be as low as or lower than those charged to the Contractor’s most favored customer for comparable quantities, terms and conditions.

C **SPECIFICATIONS/SCOPE OF WORK**
C.1 Scope of Services:
   See attached
   
C.2 The Contractor shall provide Manage Engine AD Manager Licenses Renewal (2020). License keys shall be sent to Rray@nw.org

C.3 The period of performance for these services are:

   Base Period: 09-27-2020 to 09-26-2021

C.4 Obtain from the Business Client...

C.5 The Contractor must possess all licenses required by District, Federal and State law to provide the services identified herein

D **EVALUATION OF RESPONSES**
D.1 NW will make the award based on the Contractor’s response which is:

   (a) Compliant to the stated or implied specifications;

   (b) Lowest cost to NW over projected useful life; and

   (c) Administratively compliant including all required bonds, insurance, established quality of work and general reputation financial responsibility, relevant experience, compliance with federal laws and all relevant State laws, including EEOC hiring guidelines and requirements under the American with Disabilities Act and related criteria, if applicable.
D.2 NW intends to make a single award(s) to the responsible vendors.

E SUBMISSION OF RESPONSE
E.1 Your response must be submitted electronically no later than 08-10-2020, and shall consist of the following:

(a) A copy of your W-9;

(b) A copy of your GSA Schedule Contract (if applicable);

(c) Three (3) customer references (references must provide at a minimum a satisfactory rating) in support of your ability to provide the services or supplies as identified in the scope of the solicitation.

E.2 Your response shall be signed by an official authorized to bind the Offeror, and shall contain a statement that the quote is firm for a period of sixty (60) calendar days. Questions and responses shall be submitted electronically to the Procurement Analyst listed below:

Contracting Officer
Montoya Briscoe
Email: mbriscoe@nw.org

Enclosure: Attachment A – Quote Form

F Special Contract Requirements

I. Compliance with Laws & Equal Employment Opportunity. Both NeighborWorks America and Contractor shall comply with all applicable federal laws, state laws, local laws and ordinances, regulations, and codes in performance of its obligations under this Contract. Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, disability, or national origin.

II. Confidentiality and Information Security.

A. Confidentiality & Non-Disclosure. In performance of this Contract, NeighborWorks America and Contractor may be granted conditional access to confidential or proprietary information belonging to the other, including documents, methodologies, technical
knowledge, and sensitive information the loss, misuse, or unauthorized disclosure of
which could adversely affect the other party’s interests (collectively, “Protected
Information”).

1. Both NeighborWorks America and Contractor shall take reasonable care to
safeguard Protected Information from unauthorized use, modification, or
disclosure. At a minimum, such reasonable care shall include:
   a. Restricting use of Protected Information to performance of this
      Contract;
   b. Limiting access to Protected Information to those employees and
      agents who have a need to know such information for performance
      of this Contract;
   c. Not divulging Protected Information to any person without prior
      written consent of the other party; and
   d. Not using Protected Information for any commercial or other
      purpose than required for performance of this Contract.

2. Protected Information is and shall remain the property of the disclosing party,
except where it is “Work Product” as defined by this Contract. Upon expiration
or termination of this Contract, or upon the request of the disclosing party, all
copies of Protected Information of the disclosing party shall be destroyed or
returned to the disclosing party, at the disclosing party’s discretion.

3. Protected Information does not include information that has become part of the
public domain through no violation of these Contract terms, was developed
independently by the other party, or was provided lawfully and independently to
the receiving party by a third party not obligated to confidentiality or otherwise
prohibited from transmitting such information.

B. Data Security. In order to protect the resources and sensitive data of NeighborWorks
America, Contractor shall adhere to certain administrative and technical controls in
performance of this Contract. These controls include the following minimum security
requirements:

1. Contractor shall satisfy all security requirements and specifications for
   hardware maintenance, software maintenance, and developer
   personnel stated in the Scope of Work.
2. In the event of an actual or potential risk to information resources,
   Contractor shall contact NeighborWorks America Information
   Technology & Security Management.
3. Where required for Contract performance, NeighborWorks America
   shall grant Contractor access to its network or information technology
   systems, as outlined in the Scope of Work. Such access shall be the
   most restrictive capabilities and privileges needed to perform the
   Contract. Access shall be limited to a specific timeframe, after which
   such access will be reviewed for termination. Contractor agrees to
access only those applications, systems, and data authorized for performance of this Contract. Contractor agrees to notify NeighborWorks America when various access types are no longer required.

4. If Contract performance requires that Contractor access sensitive information technology resources or data of NeighborWorks America, Contractor shall – at its own expense – undergo a minimum background investigation performed either by one of an approved list of vendors or by a firm approved by NeighborWorks America. Where contract performance requires access to particularly sensitive systems or information, NeighborWorks America may require that Contractor undergo a more intensive background investigation.

5. Where appropriate, NeighborWorks America may also require that Contractor receive orientation on proper use of NeighborWorks America technology resources, install periodic security updates, and sign a written acknowledgement that it has read and understood NeighborWorks America’s security requirements.

6. Contractor shall comply with all applicable state and federal laws regarding data security and use of technology resources.

C. Personally Identifiable Information. NeighborWorks America’s Information Classification & Control Policy applies to all third parties that have access to the information assets owned, created, collected, managed, stored, and disseminated by NeighborWorks America, including Personally Identifiable Information (“PII”). When handling PII, Contractor shall strictly comply with that policy’s increased handling and protection requirements of confidential information.

1. PII is information that can be used to distinguish or trace an individual’s identity, either alone or when combined with other personal or identifying information that is linked or linkable to a specific individual. PII includes personal identification numbers like social security numbers, passport numbers, and driver’s license numbers; tax forms; financial account or credit card numbers; mortgage information; loan numbers; full name, maiden name, mother’s maiden name, or alias; address information, street address or email address (when linked with other personally identifiable information); personal characteristics, including photographic image; information identifying personally owned property, such as vehicle registration number, title number, or related information; information about an individual that is linked or linkable to one of the above (date of birth, place of birth, race, etc); employment, human resources, medical, and educational information.

2. NeighborWorks America mandates the following controls for PII in the following formats:
a. **Physical Information** - must be labeled “Confidential” at the bottom of each page, stored securely when not in use, and discarded via shredding and secure bins.

b. **Electronic Information** - must be labeled “Confidential” at the bottom of each page, accessed only with proper authorization from NeighborWorks America, and stored securely according to the requirements specified by NeighborWorks America.

c. **Information Distribution** - must be done using a sealed envelope inside an internal mail envelope when internal; done using a plain sealed envelope delivered by hand, by courier, or by registered mail when external; and done by a secure method authorized by NeighborWorks America when electronic.

d. **Information Reproduction** - must be done only with proper authorization from NeighborWorks America.

D. **Scope and Enforcement.**

1. The terms and conditions related to Information Security herein shall apply both during the Contract period and at all times thereafter.

2. Breach of the terms and conditions related to Information Security may cause the other party irreparable harm, so that the remedies available at law would not make the injured party whole. Accordingly, the injured party shall be entitled, without the requirement of posting a bond or other security, to equitable relief, including injunctive relief and specific performance. Such relief shall be in addition to, and not in lieu of, the other remedies available to injured party under this Contract or under law.

III. **Conflicts of Interest.**

A. **General.**

1. **Duty to Disclose.** Contractor agrees to make an immediate and full disclosure in writing to the CO at NeighborWorks America of facts surrounding any real or perceived conflicts of interest – including any changes to the facts that were previously disclosed by the Contractor prior to award of this Contract. For example, such disclosure may be a description of action taken by Contractor to avoid or mitigate any resulting conflict of interest.

2. **Waiver.** Requests for waiver under this section shall be directed in writing to the CO and shall include a full description of the requested waiver and reasons in support thereof. If it is determined to be in the best interests of NeighborWorks America, the CO may grant such a waiver in writing.
3. **Remedies.** In the event of breach of any of the restrictions or misrepresentation of facts required to be disclosed concerning this Contract (including existence of an actual or potential conflict of interest at the time of award or after award), NeighborWorks America may terminate the Contract for default, disqualify Contractor from subsequent related contract work, and pursue other such remedies as may be permitted by law or this Contract.

4. **Subcontracts.** The financial, contractual, organizational and other interests of contractor personnel performing work under this Contract shall be deemed to be the interests of the Contractor for the purposes of determining the existence of a conflict of interest subject to this clause. Contractor shall include a clause, substantially similar to this section, including this paragraph, in all subcontracts and agreements related to performance of work under this Contract. Prior to award under this Contract of any subcontracts, Contractor shall determine whether interests disclosed by a subcontractor pose an actual or significant potential organizational conflict of interest. Where such a conflict of interest is identified, Contractor shall take actions to avoid, neutralize, or mitigate the organizational conflict to the satisfaction of the Contractor. If the conflict cannot be avoided or neutralized, the Contractor must obtain approval in writing from the Contracting Officer prior to entering into the subcontract.

B. **Personal Conflicts of Interest.**

1. Personal conflicts of interest exist where the financial interest, personal activity, or relationship of a Contractor or a NeighborWorks America employee could impair their ability to act impartially and in the best interest of NeighborWorks America when awarding or performing this Contract. *(A de minimis interest is not within the scope of this policy.)*

2. Contractor agrees to disclose to the CO in writing if it has a relationship with an employee, officer, Board member, or agent of NeighborWorks America that constitutes a personal conflict of interest. Such a conflict of interest would arise where the employee, officer, Board member, or agent is a member of his/her immediate family, is his/her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible benefit from a firm considered for a contract.
3. Contractor shall avoid action which might result in or create the appearance of a NeighborWorks America employee, officer, Board member, or agent using NeighborWorks America’s offices for private gain; giving preferential treatment to any organization or person; or losing independence or impartiality. Contractor agrees to notify CO in writing should an actual or apparent conflict of interest arise during the performance period of this contract.

C. Organizational Conflicts of Interest.

1. Organizational conflicts of interest exist where the Contractor’s relationship with a parent company, affiliate, subsidiary, or successor makes it unable to be impartial – or to appear to be impartial – in performing work under Contract for NeighborWorks America.

2. In order to prevent situations where a Contractor may be biased because of its interests related to contract work performed for NeighborWorks America and to prevent any party from gaining unfair competitive advantage over other parties by performing contract work, NeighborWorks America will impose the following restrictions on performance by the Contractor, its parent, affiliates, subsidiaries, and successors in interest:

   a. To the extent Contractor prepares (in whole or in part) the specifications or Scope of Services to be used in a competitive acquisition, Contractor shall not be allowed also to participate in that Contract by providing those goods or services either as a prime contractor or subcontractor.

   b. Contractor will not be awarded a contract to evaluate its own offer(s) for products or services or those of a competitor, without proper safeguards in place that ensure objectivity and protect the interests of NeighborWorks America. Contractor agrees to the terms and conditions set forth in the Scope of Services that are meant to ensure objectivity and protect the interests of NeighborWorks America.

   c. Contractor will not be eligible to perform contracts (either as prime contractor or subcontractor) which stem directly from contracts where Contractor has provided advisory and
assistance services, unless it is directed to do so in writing by the CO. Examples of advisory and assistance services are: providing outside perspectives on critical issues, advising on industry developments, providing expert opinion or special knowledge, developing alternative solutions to complex issues, improving organizational operations, and ensuring more efficient or effective operation of managerial or hardware systems.

3. Contractor shall be ineligible to participate in any capacity in NeighborWorks America contracts, subcontracts, or proposals (solicited and unsolicited) which stem directly from Contractor’s performance of work under this Contract. This restriction shall apply to _________ (insert the company name(s) upon award of the contract). This clause shall remain in effect for ______________ (CO will insert timeframe, typically one year after completion of Contract) after the completion of this Contract.

IV. **Contract Termination.** Time is of the essence to this Contract. In certain circumstances, NeighborWorks America may terminate this Contract without being liable to the Contractor, except that NeighborWorks America shall pay the Contractor the reasonable value of satisfactory services or products delivered up to the date of termination.

A. NeighborWorks America may terminate the Contract in whole or in part, effective immediately, by written notice to Contractor if:
   1. Contractor fails to begin or complete performance within the time period(s) specified in the Schedule;
   2. Contractor breaches any term, condition, or provision of this Contract and fails to cure such breach within ten (10) days from the date it is notified by NeighborWorks America of the breach;
   3. Contractor engages in fraud, willful misconduct, gross negligence, or misappropriation of funds or other property in the performance of its obligations under this Contract; or
   4. Contractor becomes insolvent – including its making a general assignment for the benefit of creditors, having a receiver appointed, or being subject to any proceeding under bankruptcy or insolvency law whether domestic or foreign, voluntary or otherwise.
B. In addition to the foregoing, either party shall have the right to terminate the Contract without penalty by providing thirty (30) days written notice to the other party.

V. Indemnification.

A. The Contractor will indemnify, defend, and hold harmless NeighborWorks America, its officers, directors, employees, successors, and permitted assigns from any losses, damages, claims, suits, judgments, liabilities and expenses (including attorneys’ fees and court costs) incurred as a result of any act or omission by the Contractor, its employees, representatives, or contractors, which constitutes:
   1. Failure to perform its obligations under this Contract;
   2. Violation of a law, ordinance or regulation;
   3. Negligence, willful misconduct, or otherwise tortious actions; or
   4. Claim(s) brought by an employee or contractor of the Contractor against NeighborWorks America under a workers’ compensation or similar employment law.

B. At the request of NeighborWorks America, the Contractor shall defend NeighborWorks America against any such claims, demands, judgments, and liabilities. The foregoing indemnification shall apply regardless of whether the Contractor or NeighborWorks America defends the claim. Should a death, injury, property damage, or loss be caused by the concurrent acts or omissions of both NeighborWorks America and Contractor, then indemnification shall be proportionate to Contractor’s liability.

C. Intellectual Property. Contractor represents and warrants that its performance of this Contract does not infringe upon any United States patent, copyright or other intellectual property right of a third party. If a claim is made against NeighborWorks America asserting that Contractor’s performance infringed on the intellectual property rights of a third party, Contractor shall, at its option: defend NeighborWorks America against such claim, acquire for NeighborWorks America the right to continue using the product in question without further infringement, or modify/replace the product with another product for which there exists no infringement claim.
   1. Limitations. Contractor shall have no obligation to NeighborWorks America under this provision in situations where the infringement claim arises from Contractor’s services or product being used in combination with software not licensed by Contractor, or Contractor’s services or product being used in a manner inconsistent with this Contract.
   2. Notice. If NeighborWorks America believes it is entitled to indemnification under this provision, it shall provide Contractor with written notice within fifteen
(15) days of such discovery. Such notice shall state the nature of the claim with reasonable specificity.

VI. **Independent Contractor Status.** This Contract is not intended to create an agency relationship, partnership, joint venture, or formal business organization of any kind. At all times the parties hereto shall remain independent contractors, each responsible for its own employees. Neither party shall have any express or implied authority to create any obligations on behalf of the other or to bind the other to any Contract, agreement, or undertaking with any third party. Services delivered under this Contract shall be performed by the Contractor as an independent contractor and not as an agent or employee of NeighborWorks America. All personnel furnished by the Contractor, including its contractors, shall be subject to the exclusive control and supervision of the Contractor and shall be considered solely the employees, agents, or contractors of the Contractor; and not employees, agents, or contractors of NeighborWorks America. The Contractor shall be responsible for compliance with all laws, rules, and regulations, including those related to employment of labor, hours of labor, state and municipal taxes chargeable or assessed with respect to its employees, including without limitation social security, unemployment, federal and state withholding and other taxes, and shall file in a timely manner all forms required in connection with such payments. Contractor agrees to defend, indemnify and hold harmless NeighborWorks America, its officers, directors, employees, representatives, successors, and permitted assigns from any loss, damage, penalty, fine or liability sustained because of the Contractor’s non-compliance with this provision. Contractor further agrees to cooperate with NeighborWorks America in any investigation or proceeding by a regulatory or taxing agency challenging the Contractor’s status as an independent contractor.

VII. **Insurance.**

A. Contractor shall be required to maintain insurance coverage that is customary and appropriate for the work being performed, so that coverage is in full force and effect through the term of the engagement. Upon request, Contractor shall – at its own expense – procure and maintain insurance policies in full force and effect throughout the term of the engagement.

1. Worker’s compensation insurance coverage for employees, including any agents or subcontractors used, in coverages and amounts no less than that required by the state in which the Contractor has its headquarters.

2. Employer’s liability insurance coverage (including state disability benefits coverage, where required) with a limit of at least $100,000 per occurrence.
3. The following are suggested minimum coverages for Comprehensive or Commercial General Liability Insurance:
   a. For Contracts under $5,000: Comprehensive or commercial general liability insurance coverage is not required.
   b. For Contracts between $5,000 and $100,000: Comprehensive or commercial general liability insurance coverage (including public liability) which insures the Insured Parties against any and all claims of personal injury and property damage occurring or arising in connection with performance of this Contract. The minimum limits of liability coverage under such policy shall be no less than $500,000 per occurrence of personal injury, bodily injury, or property damage, and at least $1,000,000 in the aggregate of such occurrences.
   c. For Contracts over $100,000: Comprehensive or commercial general liability insurance coverage (including public liability) which insures the Insured Parties against any and all claims of personal injury and property damage occurring or arising in connection with performance of this Contract. The minimum limits of liability coverage under such policy shall be $1,000,000 per occurrence of personal injury, bodily injury, or property damage, and at least $2,000,000 in the aggregate of such occurrences.

4. Professional liability errors and omission insurance with limits of not less than $1,000,000 per occurrence, where Contractor is from a highly specialized profession (including law firms, architects, engineers, accountants, and insurance brokers).

5. Automobile liability insurance with a limit of not less than $1,000,000 combined and covering all owned, non-owned, and hired vehicles, where Contract performance involves Contractor’s use of a motor vehicle.

B. Neither Contractor nor NeighborWorks America shall be deemed to be relieved of any responsibility by the fact that it carries insurance, nor shall the liability of either party be limited to the amount of insurance carried.

VIII. Key Personnel.

A. Contractor shall assign the following key personnel to perform this Contract: [Contractor Must Complete]

B. No substitution of key personnel shall occur except by the following process:
   1. Timing. During the initial ninety (90) days of performance, Contractor shall make no substitutions of key personnel unless the
substitution is necessitated by illness, death, or termination of employment. The Contractor shall notify the Contracting Officer within seven (7) calendar days after the occurrence of any of these events and provide Substitution Information below. After the initial ninety (90) day period, Contractor shall submit Substitution Information to the Contracting Officer at least fifteen (15) days prior to making any permanent substitutions.

2. **Substitution Information.** If Contractor proposes to substitute key personnel, it must provide a detailed explanation of the circumstances necessitating the proposed substitutions, complete resumes for the proposed substitutes, and any additional information requested by the Contracting Officer (collectively, “Substitution Information”). Proposed substitutions shall have comparable qualifications to those of the key personnel being replaced. The Contracting Officer will notify the Contractor within fifteen (15) calendar days after receipt of all required information of the decision on substitutions. The Contract will be modified to reflect any approved modifications of key personnel.

IX. **Ownership of Work Product.** Contractor acknowledges that any and all products created and delivered to NeighborWorks America under this Contract are works for hire. All documents, reports, analyses, drawings, designs, blueprints, photographs, sketches, software and other materials (the “Work Product”) prepared by or for the Contractor in the course of the Contractor’s Services shall belong to NeighborWorks America, and Contractor grants to NeighborWorks America all right, title, and interest – including copyright and trademark – in the Work Product. Work Product does not include proprietary methodologies or materials created by the Contractor prior to this engagement.

X. **Record Retention and Access.** Contractor must adhere to the following requirements regarding record retention and access.

A. All records pertinent to performance of this Contract – including financial records and supporting documents – shall be retained for a period of three years from the date the final invoice is submitted. Copies of original records may be substituted for the original records.

B. If any litigation, claim, or audit is started before the expiration of the three year record retention period, records shall be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken.

C. NeighborWorks America shall request that Contractor transfer certain records to its custody when it determines those records possess
long term retention value. When those records have been transferred or
maintained by NeighborWorks America, Contractor is relieved of its
obligation to further retain records.

D. Right to Audit. NeighborWorks America and its authorized
representatives shall have the right to make site visits, to audit, to
examine, and to make copies of or extracts from financial and related
records (in whatever form they may be kept, whether written, electronic,
or other) relating to or pertaining to performance of this Contract.

XI. Subcontracting, Successors, and Assigns. Contractor shall not subcontract any
portion of this Contract without prior written approval of NeighborWorks America.
Contractor must maintain oversight to ensure that any such approved subcontractor(s)
perform in accordance with the terms, conditions, and specifications of their
Contract(s) and Task Order(s). This Contract and all provisions herein shall be
binding upon and inure to the benefit of the parties hereto and their respective
successors and permitted assigns. Nothing herein shall be construed to create any
rights enforceable by any other person or third party. This Contract may not be
assigned by any party without the prior written consent of the other party, which
consent shall not be unreasonably withheld. Any assignment in violation of this
provision shall be deemed null and void.

XII. Warranty. The Contractor expressly warrants and represents to NeighborWorks
America that it will conduct itself with the highest degree of integrity and honesty,
that all goods provided or services performed will be done in a professional manner
consistent with the highest industry standards, in conformance with the specifications
contained in this Contract. Services that do not conform to any of these warranties
will, at the discretion of NeighborWorks America, promptly be replaced or corrected
by the Contractor at no cost to NeighborWorks America, until the Services are fully
compliant with all warranties herein. This remedy shall be in addition to, and not in
lieu of, any other remedies available to NeighborWorks America under this Contract.

F.1.a SECTION I: Miscellaneous

I. Governing Law, Venue, Jurisdiction. This Contract shall be construed under and
governed by the laws of the District of Columbia, without regard to conflict of
laws provisions. Contractor hereby consents to jurisdiction of any state or federal
court in the District of Columbia, waives personal service of process upon it, and
consents that such service of process be made by registered mail and service so
made shall be deemed to be completed upon actual receipt thereof. Both
Contractor and NeighborWorks America hereby waive the right to trial by jury
and consent to the granting of legal or equitable relief deemed appropriate by the
court.
II. Disclosure Required by Law. All Contracts and related documents (including those created, held, or stored by the Contractor) are a matter of public record subject to disclosure in accordance with the requirements of the Freedom of Information Act and its analogues.

III. Entire Agreement. This Contract, including its exhibits and attachments, constitutes the complete understanding of the parties relating to this award. As such, this Contract supersedes all prior negotiations and discussions. Failure by either party to enforce a provision of this Contract shall not constitute a waiver of that provision or any other provision of this Contract. Furthermore, the invalidity or unenforceability of any provision of this Contract shall not affect the validity or enforceability of any other provision of this Contract. Headings contained in this Contract are intended solely for convenience and shall not affect the rights of the parties to this Contract. This Contract may be executed in counterparts, all of which shall be considered one and the same Contract and each of which shall be deemed an original. If executed and transmitted by electronic copy, the scanned or facsimiled signature page shall be deemed an original signature page.

IV. Contractor Organization Type: [Contractor should identify company status below]

☐ Sole Proprietor
☐ C Corporation
☐ S Corporation
☐ Partnership
☐ Limited Liability Company

Quotes are valid for a period of sixty (60) calendar days from date of quote.
## ATTACHMENT A

### Minimum Technical Requirements

Please indicate (yes or no) if you meet the following minimum criteria. In addition, please provide the documentation requested, as applicable.

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Vendor Can Meet Requirement (Yes)</th>
<th>Vendor Cannot Meet Requirement (No)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Automatic feed for envelopes of letter, legal and catalogue in size</td>
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<tr>
<td>Weigh-On-The-Way (WOW) solution</td>
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<tr>
<td>Processing speed 130 lpm (Letters per minute) or higher</td>
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<tr>
<td>30 lb. scale</td>
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<tr>
<td>Option to purchase supplies directly from vendor: Adhesive Roll Tape Cut to Length Tape for packages</td>
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<tr>
<td>Option to purchase supplies directly from vendor: Black and Red ink</td>
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<tr>
<td>Option to purchase supplies directly from vendor: Water solution for sealing</td>
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<tr>
<td>Option to purchase supplies directly from vendor: Cleaning Kit</td>
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<tr>
<td>Capacity for envelope to have ¾” thickness sealed or unsealed</td>
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<tr>
<td>Reverse Belt Feed/Separation ensures flawless operation with all materials</td>
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<td>15” Color Touch Screen monitor with Icon Application Operation</td>
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<tr>
<td>Black in-printing (red ink for labels) for postage</td>
<td></td>
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<tr>
<td>Water pump fed pad sealing system</td>
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