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# DUTCHESS BOCES

5 BOCES Road  
Poughkeepsie, NY 12601  
845-486-4800


Matthew Metzger  
School Business Official  
5 BOCES Road, Poughkeepsie, New York 12601  
Phone: 845.486.4800 Ext. 2228 | Fax: 845.486.4821  
E-mail: matthew.metzger@dcboces.org



September 24, 2024

MEMO

TO: Jodi Delucia, Ph.D., Deputy Superintendent

FROM: Matthew Metzger, School Business Official 

RE: **Cooperative Office Products Bid #2122-09 Ext. #3**

I recommend the extension of the bid award to **W. B. Mason** of Newburgh, NY, and **SourceNow** of Houston, TX, for the **Cooperative Office Products Bid #2122-09 Ext. #3**

The contract extension period is from January 1, 2025, through December 31, 2025. This will be the final extension on this bid.

MM/tf

attachments

Dutchess County Board of Cooperative Educational Services  
Administrative Offices: 845.486.4800  
www.dcboces.org

DUTCHESS COUNTY BOCES BOARD OF COOPERATIVE EDUCATIONAL SERVICES  
5 BOCES Road  
Poughkeepsie, NY 12601

**COOPERATIVE OFFICE PRODUCTS BID #2122-09 – Extension #3**

Current Extension: January 1, 2025 through December 31, 2025  
Original Contract Period: January 1, 2022 through December 31, 2022  
(with the Option to Extend Up to Three (3) One-Year Extensions)

The undersigned agrees to supply the service and products described within that has been bid pursuant to the terms of the bid and the terms of the "Special Instructions to Bidders and General Conditions of the Contract" which are incorporated as part of the original bid document by reference to them on this cover sheet.

Company  
Name:

WB Mason

Name of  
Contact:

Ryan Driscoll

Address:

12 Jeanne Drive

Newburgh, NY 12550

Telephone:


631 316-0052

Fax Number:

Email:

Ryan.Driscoll@WBMason.com

Signature:



Date:

9/19/24

DUTCHESS COUNTY BOCES BOARD OF COOPERATIVE EDUCATIONAL SERVICES  
5 BOCES Road  
Poughkeepsie, NY 12601

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Company  
Name:

SourceNow

Name of  
Contact:

Jessea Bowe

Address:

1764 W. Sam Houston Pkwy N.

Houston, TX 77043

Telephone:

800-548-0277

Fax Number:

N/A

Email:

jessea@govsourcenow.com

Signature:

**Jessea Bowe**

Date:

9/17/24



Taylor Fiorito <taylor.fiorito@dcboces.org>

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## Extension Request - Cooperative Office Products Bid #2122-09

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Jessea Bowe <jessea@govsourcenow.com>  
To: Taylor Fiorito <taylor.fiorito@dcboces.org>

Tue, Sep 17, 2024 at 4:57 PM

Here we go! Thank you!

Jessea Bowe

SourceNow

Operations Support

(800) 548-0277

[www.govsourcenow.com](http://www.govsourcenow.com)

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**SourceNow Dutchess BOCES EXT FORM Coop Office Products Bid 2122-09 Ext 3 through December 31**



**2025.docx**

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**DUTCHESS COUNTY BOCES COOPERATIVE OFFICE PRODUCTS BID #2122-09 EXT. #3 AWARD INFORMATION**

**TERM: January 1, 2025-December 31, 2025 (THIS IS EXT. 3 OF 3)**

CATEGORY	W.B. MASON		SOURCENOW LLC DBA BEYOND TECHNOLOGY	
	BASED UPON ESSENDANT		BASED UPON ESSENDANT	
	DISCOUNT %		DISCOUNT %	
<b>OFFICE SUPPLIES</b>	60.60%			
<b>PRINTER SUPPLIES</b>	<b>OEM</b>	<b>NON-OEM</b>	<b>OEM</b>	<b>NON-OEM</b>
BROTHER	41.60%	41.60%	15.00%	50.00%
CANON	41.60%	41.60%	20.00%	50.00%
DELL	41.60%	41.60%	15.00%	50.00%
EPSON	41.60%	41.60%	10.00%	50.00%
HP	41.60%	41.60%	30.00%	50.00%
LEXMARK	41.60%	41.60%	25.00%	50.00%
OKIDATA	41.60%	41.60%	15.00%	50.00%
XEROX	41.60%	41.60%	20.00%	50.00%
OTHER	41.60%	41.60%	15.00%	50.00%
<b>OFFICE EQUIPMENT</b>	37.20%			
<b>OFFICE FURNITURE</b>	54.30%			
<b>WEBSITE</b>	<a href="http://www.wbmason.com">www.wbmason.com</a>		<a href="http://www.govsourcenow.com">www.govsourcenow.com</a>	
<b>GENERIC LOGIN: USERNAME</b>	dutchess		<a href="mailto:dcboces@beyondtec.com">dcboces@beyondtec.com</a>	
<b>GENERIC LOGIN: PASSWORD</b>	mason		dcboces1	

**NOTE: GENERIC LOGINS ARE TO CHECK PRICING ONLY. ORDERS MAY NOT BE PLACED ONLINE.**

**VENDOR CONTACT INFORMATION**

<b>W.B. Mason</b>	Ryan Driscoll	12 Jeanne Dr., Newburgh, NY 12550	<a href="mailto:ryan.driscoll@wbmason.com">ryan.driscoll@wbmason.com</a>
	Phone: 888-926-2766		FAX: 888-926-4183
<b>Beyond Technology</b>	Jessea Bowe	14550 E. Easter Ave. #900, Centennial, CO 80112	<a href="mailto:customerservice@beyondtec.com">customerservice@beyondtec.com</a>
	Phone: 800-548-0277		FAX: 303-623-4843

**NOTE: STAPLES WAS ON THE ORIGINAL BID AWARD. THEY HAVE CHOSEN NOT TO EXTEND THEIR BID, HOWEVER THEIR BID PRICING IS CURRENTLY AVAILABLE THROUGH NYS OGS CONTRACT #PC70429.**

NOTE: OEM = Original Equipment Manufacturer