



**COMMISSIONERS COURT  
COMMUNICATION**

COURT ORDER NUMBER 144865

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DATE: 3/11/2025

**SUBJECT: PITNEY BOWES, INC. - MAINTENANCE, REPAIR AND SERVICE OF  
PITNEY BOWES EQUIPMENT - COUNTYWIDE**

**\*\*\* CONSENT AGENDA \*\*\***

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court approve Pitney Bowes, Inc. as sole source for maintenance, repair and service of Pitney Bowes equipment, Countywide.

**BACKGROUND**

Pitney Bowes, Inc. provided the Purchasing Agent documentation to substantiate the fact that they are the sole source for distribution and maintenance service in the Dallas/Fort Worth area for all Pitney Bowes, Inc. products.

Pitney Bowes, Inc. maintains annual service maintenance agreements needed for call-in service technicians, purchasing parts and supplies, and distribution of notices and invoice statements.

Under the County Purchasing Act, exemptions to the competitive bidding requirements are allowed for certain types of purchases. The statutes require that the Purchasing Agent advise the Commissioners Court of the existence of only one (1) source, with such notice to be entered into the minutes of the Court.

Accordingly, the above item has been determined to be sole source under the County Purchasing Act 262.024(a)(7) as follows:

“(7) an item can be obtained from only one (1) source, including:  
(D) captive replacement parts or components for equipment.”

**FISCAL IMPACT**

Services are provided on an as-needed basis.

SUBMITTED BY	Purchasing	PREPARED BY:	Amos Jones Jr.
		APPROVED BY:	Christopher Lax, CPSM, CPSD, CPCP

February 7, 2025

**Tarrant County Commissioners Court**

100 E Weatherford Street, Ste 502A  
Forth Worth, Texas 76196

To whom it may concern:

Pitney Bowes Inc. (PBI) is uniquely qualified to provide sales and maintenance services for all PBI products for the following reasons:

1. PBI and its authorized partners are the only vendors authorized to maintain, distribute, and exchange a Pitney Bowes postage meter.
2. PBI is the only vendor authorized to provide postage rates and software/firmware updates for a Pitney Bowes postage meter.
3. PBI is the only vendor authorized to download postage to a Pitney Bowes postage meter via PBI's proprietary postage data center.
4. PBI products include PBI proprietary and copyright protected software and only PBI is uniquely qualified to modify such software as required to correct software issues.
5. All mailing system products are designed as an integrated system to be compatible with each other and any required changes in one product must be fully evaluated to ensure continued operability with each of the other products.

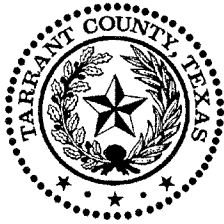
Please note that your warranty and service agreements do not cover any PBI equipment that needs to be repaired or replaced due to servicing of the equipment by someone other than PBI. If you receive service for repairs that were caused by servicing of the equipment by someone other than PBI, you will be charged for the service at PBI's current hourly rates and for any required parts.

If you have any further questions, please do not hesitate to contact me.

Regards,

*Derek Allen*

**Derek Allen**  
Government Account Executive-Texas  
M: 936 371 5855  
E: [derek.allen@pb.com](mailto:derek.allen@pb.com)



## TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Pitney Bowes, Inc. - Maintenance, Repair and Purchase for servicing Pitney Bowes Products - Countywide

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: SHORT TIA or FULL TIA. Circle one after answering the questions in Sections II and III below.

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### I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution, or order.

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**Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.**

### II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation, or dedication of real property?

Yes \_\_\_\_\_ No √

2. Does the county action limit or restrict a real property right, even partially, or temporarily?

Yes \_\_\_\_\_ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

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