AKARNG Postage and Metering Statement of Work

DESCRIPTION

The Alaska Army National Guard (AKARNG) requires a hybrid, commercial mailing and shipping solution for five locations in Alaska. This requirement encompasses the lease, delivery, and full-service maintenance for one (1) physical high-capacity postage meter system at Joint Base Elmendorf-Richardson (JBER), alongside four (4) independent, web-based mailing and shipping software user subscriptions for outlying distributed locations: Wasilla Armory, Bethel Armory, Fairbanks Armory, and Fort Greely (GMD).

SCOPE

The AKARNG requires a hybrid postage metering and reporting system. This system will need to include weighing of mail, postage printing, reporting of both weights in pounds and ounces of outgoing mail, number of outgoing mail pieces and monthly totals of postage costs. The preferred reporting system will be a web-based format that will aggregate all required information. Device relocation may be required during the life of the contract as determined necessary by the Government, however prior approval and coordination with the Contracting Office is required.

MINIMUM REQUIREMENTS: Postage metering and reporting system shall be capable of the following:

1) Weighing mail
2) Printing Postage
3) User training in person or online
4) Monthly reporting:
    a. Web accessible reporting is preferred
    b. Redundant reporting capability desired
    c. Weight in pounds and ounces
    d. Cost per piece
    e. Total postage costs
    f. Number of outgoing pieces
5) 70 lb. scale capacity
6) 130 Letter Per minute
7) Discounted rates for Federal customers as applicable
8) Routine Maintenance and Repair
9) Replacement supplies
10) Non-complex process for postage09 download
11) Certificate of Net worthiness (CoN) for DOD network
12) Delivery locations:
    a. Building 49-000, Camp Denali, JBER-Richardson, Alaska 99505

DELIVERABLES

The outlying locations (Wasilla Armory, Bethel Armory, Fairbanks Armory, and Fort Greely (GMD)) require an online web-based system. At these locations the armory attendant will need to have the flexibility log into a web-based system and print labels for postage delivery.

The Anchorage Armory will need to have weigh scales, ship via FEDEX, and print labels necessary for bulk shipments of administrative boxes.

POC for this action is the undersigned at