

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS



JUDICIAL PURCHASING OFFICE
 670 NEW LONDON AVENUE
 CRANSTON, RHODE ISLAND 02920
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JUDICIAL PURCHASING COMMITTEE PURCHASING ACTION SHEET

Pursuant to Article VIII ("Judicial Purchasing Committee and Judicial Purchasing Structure") of the Judicial Purchasing Rules & Regulations, the Judicial Purchasing Committee took the following action at its meeting on 2/19/20 at 3:00 AM/PM:

Project: **B2020003 – Juror Mailing**

Project Cost: **Approximately \$13,912.00 plus postage cost**

Type of Project: Emergency Construction Small Purchase (Amount: \$ _____)
 Sole Source/Basis: _____ Other: mailing

Have 3 bids been received? Yes No

Awarded to lowest bidder? Yes No, awarded to sole bidder

Action Taken:

One (1) bid was received for this solicitation, from Graphic Image. The Judicial Purchasing Committee found that the vendor is qualified and reliable per § 10.02(E) of the Judicial Purchasing Rules & Regulations. Award the juror mailing project to **Graphic Image**.

Cost of 61,000 No. 10 Window Envelope	Cost of 58,750 No. 9 Reply Envelope	Cost of 93,800 Questionnaires	Entire Cost of Project for Addressing, Folding, Inserting and Mailing
\$2,600.00	\$2,365.00	\$3,275.00	\$5,672.00



Approved by Judicial Purchasing Committee or their Designee(s)		Date
Director of Finance	<i>[Signature]</i>	2/20/2020
Deputy Dir. of Finance	<i>[Signature]</i>	2/20/2020
Asst. SCA for Technology		
Asst. SCA for Facilities and Operations		
Judicial Purchasing Agent	<i>Carla Ciccone</i>	2-20-20