

**NOTICE OF INTENT TO AWARD CONTRACT No. 19-080**

Issued: November 15, 2019

Vendors are advised the Regional District of Nanaimo (RDN) intends to direct award a contract to ARC Document Solutions for the provision of HP Designjet T1600dr PS 2 Roll Plotter 21sec/D size for the RDN Parks Services office.

Services include, but are not limited to:

- Installation, delivery, and training
- CMYK ink cartridges #730
- Printhead
- 36x300 20lb engineering bond
- 24x300 20lb engineering bond

The estimated value of the agreement may be greater than \$10,000.00.

The RDN wishes to direct award for the following reasons:

- local service provider
- plotter is suitable to RDN Parks Services applications
- brand is used in other RDN departments

Vendors wishing to challenge the RDN's intention to direct award a contract to ARC Document Solutions must submit their objection, in writing, via email to the following person on, or before 3:00 p.m. PST on November 22, 2019.

Renée Lussier, Parks Planner  
Regional District of Nanaimo  
Email: [rlussier@rdn.bc.ca](mailto:rlussier@rdn.bc.ca)

Objections must be submitted on company letterhead and be signed by an individual authorized to represent the company submitting the objection. Vendors must clearly state the reasons why they believe they are qualified to supply the services that are being proposed to be direct awarded and why the services should be competitively tendered.

The RDN retains the right to determine its future course of action depending on any responses received and to perform its due diligence as required prior to making a final decision.