

NOTICE OF INTENT TO AWARD

To: Casey Printing
398 E. San Antonio Dr
King City, CA 93930

Bid Opening Date: March 31, 2022

Folger Graphics
21093 Forbes Ave
Hayward, CA 94545

From: City of San Ramon
7000 Bollinger Canyon Rd.
San Ramon, CA 94583

NOI Posting Date: May 10, 2022

PROJECT: PRINTING SERVICES TO PRODUCE THE RECREATION GUIDE, SAN RAMON PERFORMING ARTS SEASON BROCHURE, CITY OF SAN RAMON NEWSLETTER, AND ENCORE NEWSLETTER

The City of San Ramon is publishing notice of intent to award contracts to Casey Printing and Folger Graphics for the above referenced project. Casey Printing is selected to produce the recreation guide. Folger Graphics is selected to print the San Ramon Performing Arts Season Brochure, City of San Ramon Newsletter, and Encore Newsletter.

A participating bidder who wishes to protest the proposed award, must submit the bid protest in writing to the Parks & Community Services Department before the fifth (5th) business day and before 5:00 p.m. of that fifth business day following the posting date of this Notice of Intent to Award.

All protests shall be in writing and shall contain:

1. a complete statement of the legal grounds for the protest;
2. the legal grounds for the protest;
3. all the facts relevant to the protest;
4. the form of relief requested; and
5. the legal basis for such relief.

All protests shall be accompanied by all documentation supporting the grounds for the protest. The protest shall include the name, address, e-mail address and telephone number of the protesting party, and the person representing the protesting party.

Per Public Contracting Code, protests may be submitted only by a party that has submitted a response to the bid solicitation for the above referenced project. A subcontractor of a bidder/proposer may not submit a protest. A party may not rely on a protest submitted by another party, but must timely pursue its own protest.

Protests may be submitted by the following methods:

1. Via US Postal Service or similar. Must be received by the fifth (5th) business day;
2. Hand delivery between 8:30 a.m. and 5:00 p.m.;

To: City Clerk's Office
7000 Bollinger Canyon Rd.
San Ramon, CA 94583

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