Request for Proposal

**Scanning and Reprographic Services**

**Addendum 2: Updated Proposal Due Dates. Proposals to be sent electronically due to the COVID-19 and National Protect**

**Facilities Services, a Division of the Judicial Council of CA, is seeking Proposals from qualified companies to provide scanning and reprographic services. These services will include scanning of large-scale architectural documents, copying, and binding, with statewide pickup and delivery services.**

RFP Number: RFP-FS-2019-20-AA



**Date**

 June 5, 2020

**To**

Scanning and Reprographic Companies

**From**

Judicial Council of CA,

Facilities Services

**Project Title**

RFP-FS-2019-20-AA

**Send Electronic Proposal to:**

~~Judicial Council of California Sheryl Berry~~

~~455 Golden Gate Avenue, 6th Floor San Francisco, CA 94102~~

**Friday June 5, 2020 by end of Business Day**

Alfonso.acosta@jud.ca.gov

**Contact**

~~Solicitations@jud.ca.gov~~

|  |  |
| --- | --- |
| **RFP SCHEDULE and TIMELINE**  | **DATES:** (Calif. Time) |
| 1. | Issuance of the RFP | Friday May 1, 2020  |
|  | Pre-Proposal/Project Review Teleconference. Telephone Participants Dial: Toll Free 1-877-820-7831, Toll 1-720-270-279-0026: Participant Passcode 299013. | **Thursday May 14, 2020 at 11:00am-12:00 noon** |
|  | Deadline to request clarification or questions regarding the RFP Email all questions to: solicitions@jud.ca.gov  |  **Wednesday May 20, 2020 at 10:00am** |
|  | Answers to questions (if any) are posted on the Court website: (estimate only) <https://www.courts.ca.gov/> | Friday May 22, 2020 at 12:00DPT |
| 2. | **Submittal Deadline for Receipt of Proposals****Updated Proposal Due Dates To be sent electronically to** **alfonso.acosta@jud.ca.gov** | **~~Monday June 1, 2020 at 12:00DPT~~** **Friday June 5, 2020 by end of Business Day** |
| 3. | Bid/Proposals opening (Estimate only) |  **June 8, 2020 at 10:00am** |
| 4. | Evaluation of Proposals (estimate only) |  **June 9, 2020** |
| 6. | Notice of Intent to Award Posted to Website (Estimate Only) | **June 10, 2020** |
|  | Execution of Purchase Order/Master Agreement (Estimate Only) | June 30, 2020 |