

Business Services

1001 East Sain Street | UPTW 101

 Fayetteville, Arkansas 72703

March 31, 2023

RE: Intent to Award – RFP11282022 – Managed Print, Copy, and Mailroom Services

To All Respondents:

The University of Arkansas Procurement division has received the official recommendation of award from the evaluation committee selected to review the proposals requested for Managed Print, Copy, and Mailroom Services. Upon the results of the evaluation, the recommendation for award extends to Ricoh.

Respectfully, this letter of “Intent to Award” serves as notification that contract negotiations will commence with Ricoh with the goal of a fully executed contract between the University of Arkansas and Ricoh.

The University of Arkansas is thankful for the attention of each respondent, and for the time and effort expended in responding to the RFP. We encourage and appreciate the participation of our vendor community. Thank you for your interest and participation.

Regards,

**Ellen Ferguson**

Ellen Ferguson, APO

Sr. Procurement Coordinator/Fleet & Contracts Manager