



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

JUDICIAL PURCHASING OFFICE
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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 4/23/18 at 1:00 AM/PM:

Project: **B2018008 – Height Adjustable Standing Desks**

Project Cost: **see pricing structure below**

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

Have 3 bids been received? Yes No
 Awarded to lowest bidder? Yes No

Action Taken:

Two (2) bids were received for this solicitation, from Versa Products and Varidesk, LLC. Versa Products quoted a per-unit price of \$360.00, while Varidesk, LLC quoted a per-unit price of \$386.75. Because the price submitted by Versa Products was for an electronic desk model, while the price submitted by Varidesk, LLC was for a manual desk model, the Judicial Purchasing Agent asked Varidesk, LLC to provide a price quote for an electronic model as well. Varidesk, LLC quoted a per-unit price of \$445.50.

The Judicial Purchasing Committee found that the two bids received provided adequate price competition per § 10.02(B)(2) of the Judicial Purchasing Rules & Regulations. Award the contract to purchase height-adjustable standing desks to Versa Products, based on lowest-quoted price, pursuant to §§ 10.02(E) and (F) of the Judicial Purchasing Rules & Regulations.

	Versa	Varidesk
Initial purchase of 25 height adjustable standing desks	\$ 9,000.00	\$ 9,668.75
Additional units (as needed)	\$ 360.00	\$ 335.75
Anti-Fatigue mats (as needed)	\$ 49.00	\$ 51.00

Approved by Judicial Purchasing Committee or their Designee(s)		Date
Director of Finance		4/24/18
Deputy Dir. of Finance		4/24/18
Asst. SCA for Technology		
Asst. SCA for Facilities and Operations		
Judicial Purchasing Agent		4-26-18