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s.22

McGregor, Cara GCPE:EX

From: Stewart, Dawn M GCPE:EX
Sent: December 19, 2018 2:47 PM
To: GCPE Comm Directors; GCPE - All Managers
Cc: LeGuilloux, Marg GCPE:EX; Zaharia, Sarah GCPE:EX; Zadavec, Don GCPE:EX; Gibbs, Robb GCPE:EX; Lowe, Mike GCPE:EX; Pratt, Andrew GCPE:EX; Doidge, Tracey GCPE:EX; Davison, Maurna GCPE:EX; LeSueur, Kathryn GCPE:EX; McGregor, Cara GCPE:EX; Thaw, Sara GCPE:EX; Hardin, Karl GCPE:EX; Hanuman, Heron GCPE:EX; Twynstra, Tanya L GCPE:EX
Subject: Reminder GCPE Standing Offers
Importance: High

Good afternoon,

GCPE currently has Standing Offers in place for the following services which are available for use by GCPE and all ministries:

Standing Offer
Advertising & Marketing Research
Audio Visual
Citizen Engagement Services
Communications Specialists
Event Management
Graphic Design
Photography
Videographer
Video Editing
Web Content Writing Services
Writing Services

Ministries requiring access to our standing offers are instructed to contact their communications director, as GCPE is required to sign-off on all drawdowns (contracts) before work commences, also GCPE program area of responsibility may need to be directly involved.

If a ministry reaches out to you for access to our standing offers, please send an e-mail request to GCPE Contract Admin: GCPEContractAdmin@gov.bc.ca and we will work directly with the ministry on the process involved in awarding contracts against GCPE's standing offer.

Thank you,

Dawn Stewart
Manager, Finance
Government Communications and Public Engagement
T: 250 356-8595
C: 250 507-9541



Where ideas work



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McGregor, Cara GCPE:EX

From: McGregor, Cara GCPE:EX
Sent: December 11, 2018 11:51 AM
To: St. Gelais, Josh GCPE:EX
Subject: FW: Invoice - M Mackintosh

Confirmed.

Thanks,
Cara

From: Dalzell, Danielle GCPE:EX
Sent: December 11, 2018 11:08 AM
To: McGregor, Cara GCPE:EX
Subject: RE: Invoice - M Mackintosh

Yes. This is accurate.

Danielle

From: St. Gelais, Josh GCPE:EX
Sent: December 11, 2018 10:00 AM
To: McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca>
Subject: FW: Invoice - M Mackintosh

Hi Cara,

I am seeking email approval from you that the services were received for the attached invoice.

Thank you,

Josh St.Gelais
Financial Officer
Government Communications and Public Engagement
Phone: (778) 974-3499 **Email:** josh.stgelais@gov.bc.ca



Where ideas work



From: Michele Mackintosh [<mailto:s.22>]
Sent: Tuesday, November 20, 2018 11:48 PM
To: GCPE Finance Billing GCPE:EX
Subject: Invoice - M Mackintosh

Hello,

Attached please find invoice #103 for Contract# C19GCPE37725 - Michele Mackintosh.

Please contact me at s.22 or at this email s.22 if you have any questions.

Thanks very much,

Michele Mackintosh

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