Request for Proposal (RFP)
For
Cascade Arc Fault Study Project

Dated: April 11, 2018

Description:

Portland Community College (“PCC” or “College”) is requesting sealed proposals from electrical engineering firms to provide services at the Cascade Campus (705 N. Killingsworth St, Portland OR 97217) to develop an Arc Flash Study and to produce a bid package that will detail the electrical equipment that needs to be upgraded to bring the electrical system of 11 buildings and 1 underground parking garage in compliance with the NFPA 70E. The successful proposer will be working directly with Facilities Management Services staff with other consultants as directed by FMS.

Proposers should read the entire RFP before taking any action. It could be very misleading to review only limited sections of the document.

A mandatory pre-proposal meeting is scheduled for April 18, 2018, with starting time of 8:30 A.M., held at Cascade Campus, Terrell Hall, and Room 112. The attendance sign-up sheet must contain, at least, a firm representative’s signature. Following the pre-proposal meeting will be an optional tour of the project site.

Sealed proposals must be received in the issuing office: Downtown Center, 2nd Floor, 722 SW 2nd Avenue, Portland OR 97204. Bids must be received and stamped in the issuing office, no later than 2:00 P.M., May 2, 2018. The issuing office is open 8:00 – 5:00 P.M., Monday thru Friday, except for holidays and/or emergencies.

April 11, 2018   Publication/Release of the RFP document
April 18, 2018   Mandatory -pre-proposal meeting 8:30 a.m., local time
April 23, 2018   Inquiries/RFP Protests Deadline, due by 2:00 p.m., local time
April 25, 2018   Responses to Inquiries will be made available for downloading from the Solicitation Opportunities link on the College’s Procurement website: http://www.pcc.edu/purchasing, by 5:00 p.m., local time
May 2, 2018     Deadline to Withdraw from the RFP Process, prior to 2:00 p.m., local time
May 2, 2018     Submission Deadline, due no later than 2:00 p.m., local time
May 2, 2018     Deadline for submitting 1st Tier Sub-contractor disclosure form, due no later than 2:00 p.m., local time
May 3-4, 2018   Proposals evaluated by the Evaluation Committee
May 8-9, 2018   Interviews with finalists (optional)
May 10, 2018    Date of Notice of Intent to Award
June 21, 2018   Board of Directors Approval on Award Recommendation
June 22, 2018   Contract Execution Date (or as soon as possible thereafter)

A complete description of the project and the Request for Proposal (RFP) will be available for downloading on April 11, 2018 after 9:00 AM from the Solicitation Opportunities link on the PCC Purchasing Web site: http://www.pcc.edu/purchasing.

Published in the following:
Daily Journal of Commerce     State of Oregon ORPIN     System PCC Solicitation Website