Request for Proposal (RFP)
For
Wayfinding Signage Master Program

Summary Information:

The College is requesting proposals from qualified firms to upgrade the existing program and/or develop a new master signage and wayfinding program for the College. The successful proposer will be providing services that will include, but not be limited to the following: assessment of existing conditions and needs, review of the College’s existing signage master program, recommend alternative courses of actions for modifying or replacing the existing standards including phasing options. Upon selection of an approach, develop updated standards to include signage types, design, placement, fabrication and mounting details.

The contract will be valid for a period of five (5) years.

Sealed proposals will be received at the Issuing Office, Bond Procurement Office, Capitol Park, Suite #260, 9700 SW Capitol Highway, Portland OR 97219 Deadline for submitting a Proposal will be no later than 11:00 A.M., March 30, 2012. Office hours for receipt of Proposals are Monday through Friday, 8:00 A.M. to 5:00 P.M.

A complete description of the project, requirements and specific conditions for the Request for Proposal (RFP) is available for downloading from the Solicitation Opportunities link on the Portland Community College Issuing Office website: http://www.pcc.edu/purchasing Interested Proposers who are not equipped to download the document may request a copy of the RFP by contacting Avelina Gulmatico, Bond Procurement, 971-722-8416.

RFP Timeline:

<table>
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<tr>
<th>Deadline for submitting written questions, requests, and/or protest to specifications, terms and conditions, and contract provisions of the RFP.</th>
<th>March 20, 2012 at 4:00 P.M.</th>
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<tr>
<td>Deadline to publish College response to written questions/requests/inquiries, posted as an addendum to the Purchasing website</td>
<td>March 23, 2012</td>
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<tr>
<td>Deadline for submitting proposal</td>
<td>March 30, 2012 at 11:00 A.M.</td>
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Proposal Evaluation/Review (tentative) | April 2 – April 6, 2012
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Interviews of Top Proposers (tentative) | April 18, 2012
Board of Directors contract approval (tentative) | May 17, 2012

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