Request for Proposal (RFP)
For
Southeast Campus Art Acquisitions

Description:
Portland Community College (‘PCC’ or ‘College’) invites proposals from artists to provide permanent art work to begin the establishment of a collection for the Southeast Campus (SE). The College seeks existing work and/or commissioned work that will complement the new construction, enhance, enliven and enrich the campus, and is respectful of, meaningful for, and connected to the PCC community in Southeast Portland. The College is interested in reviewing paintings, drawings, prints, photographs, sculpture, multimedia, glass, videography, poetry and new media.

The purpose of this Request for Proposal (RFP) is to obtain information and cost from various artists. This RFP describes the College’s scope of work, timelines, and instructions for submitting a responsive proposal. Proposers are invited to describe how they might respond to this invitation. Proposers should read the entire RFP before responding.

The College may reject any proposal not in compliance with all prescribed public procedures and requirements, and may reject for good cause any or all proposals upon a finding of the College that it is in the public interest to do so.

All interested artists, who can provide such service, are welcome to submit a proposal.

RFP Timeline:

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<th>Event</th>
<th>Date</th>
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<tr>
<td>RFP release</td>
<td>August 6, 2014</td>
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<tr>
<td>Written questions/inquiries to terms and</td>
<td>September 8, 2014 at</td>
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<td>specifications deadline</td>
<td>4:00 P.M.</td>
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<td>PCC response to written questions</td>
<td>September 18, 2014</td>
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<td>Proposal Submission Deadline</td>
<td>October 8, 2014 at</td>
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<td>11:00 A.M.</td>
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<td>Proposal Evaluation/Review</td>
<td>October 30, 2014</td>
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The RFP document may be viewed and or obtained from the Solicitation Opportunities link on the PCC’s Procurement website. See brief instructions below.
1) Go to http://www.pcc.edu/purchasing
2) Select “Solicitation Opportunities”
3) On the same line as desired project, click on “Download”.
5) Enter company information
6) Click on “Submit”
7) An email will be sent to you with link to the document
7) Click on the link
8) RFP document should be displayed
9) Print/review

Artists interested in responding to the RFP should register on the PCC Procurement website: http://www.pcc.edu/PurchasingApp/default.cfm. Everyone registered for this RFP will receive a link to the .ftp site by September 18th to upload their proposal and images.

Alternatively, if uploading documents creates difficulty, artists may request in writing by September 8, 2014, to receive any addendums, and submit a proposal by mail. Mailed submissions should include a cd or thumb drive with images. Proposals (via .ftp or mail) must be received, no later than 11:00 A.M., on October 30, 2014. Mailed proposals must be clearly marked and labeled, “PCC Southeast Campus Art Acquisition – Proposal,” on the outside of the mailing envelope or box.

PORTLAND COMMUNITY COLLEGE BOND PROGRAM
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