

## **NOTICE OF REQUEST FOR PROPOSALS (RFP)**

### **RFP NO. 20-02**

NOTICE IS HEREBY GIVEN that the Los Angeles Community College District ("District") is inviting interested firms to submit sealed Proposals ("Proposals") for consideration to provide Crisis/Emergency Communications and Legislative Public Affairs Communications.

Proposals shall be prepared in conformance with the requirements of the RFP Documents, which shall be available, free of charge, commencing March 9, 2020 to download at:

[www.laccd.edu/Departments/BusinessServices/Contract-Services/Pages/Bids-And-Proposals.aspx](http://www.laccd.edu/Departments/BusinessServices/Contract-Services/Pages/Bids-And-Proposals.aspx)

All Proposals shall be hand delivered or mailed to the Los Angeles Community College District, Contracts Division, 770 Wilshire Boulevard, Los Angeles, California 90017 attention James Watson, Procurement Manager no later than 2:00 p.m. on April 20, 2020. Proposers assume full and sole responsibility for timely receipt of their Proposals by the District. Proposals shall thereafter be opened and evaluated in accordance with the criteria and conditions set forth in the RFP documents.

All questions shall be directed by e-mail to:  
Los Angeles Community College District  
770 Wilshire Blvd.  
Los Angeles, CA 90017  
Attention: James Watson\_  
[watsonjb@email.laccd.edu](mailto:watsonjb@email.laccd.edu)

Subject line: "QUESTIONS FOR RFP 20-02 CRISIS/EMERGENCY COMMUNICATIONS AND LEGISLATIVE AFFAIRS"