June 8, 2015

INTERESTED QUALIFIED FIRMS AND CONSULTANTS:

SUBJECT: REQUEST FOR QUALIFICATIONS (RFQ) NO. 15-003: BUSINESS PROCESS REVIEW CONSULTANT(S)

Long Beach Community College District invites proposals from qualified Consulting Firms which offer business process review, analysis, project management, and support services. The District intends to award contracts to qualified firms who will be pre-qualified for assignments which fall into the categories outlined in the RFQ documents.

Proposals, consisting of an original, six (6) copies, and a thumb drive containing all materials in the written proposal, in response to this RFQ are to be marked on the envelope: RFQ 15-003 Business Process Consultants and submitted by mail or delivered in person no later than 3:00 p.m., June 24, 2015 to:

Alan Moloney, Deputy Director, Purchasing and Contracts
Long Beach Community College District
Purchasing and Contracts
Building T, Room 2031
4901 E. Carson Street, Mail Code: G-4
Long Beach, CA 90808

Proposals received after 3:00 p.m., June 24, 2015, may at the discretion of the District, be rejected without consideration. No Faxed or Emailed Proposals will be accepted.

Additional information about the work to be completed under this RFQ, along with instructions for preparing your proposal and other pertinent information are contained in the attached pages.

This RFQ is posted on the District’s website at http://www.lbcc.edu/ContractsMgmt/CurrentSolicitations.cfm. All addendums and clarifications will be posted to this website. It is the responsibility of the firms responding to this RFQ to check the website for any new or revised information.

Questions may be directed to the above at (562) 938-4541.

Sincerely,

Alan Moloney
Deputy Director, Purchasing and Contracts