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Long Beach City College • Long Beach Community College District
4901 East Carson Street • Long Beach, California 90808

November 1, 2018

**SUBJECT: REQUEST FOR PROPOSAL (RFP) NO. 19-002 BUILDING M & KLAC
COMMISSIONING SERVICES**

Gentlemen/Ladies:

Long Beach Community College District invites submissions of proposals from highly qualified providers of Commissioning Services for the Building M Multi-Disciplinary Facility and the Kinesiology Labs and Aquatic Center projects.

The RFP documents may be requested by emailing Sota Sunleng at ssunleng@lbcc.edu.

Proposals will be accepted at Long Beach Community College District, Contracts Management Department, 4901 E. Carson Street, Building T Room 2031, Long Beach, CA 90808 until 4:00 p.m. (local time), on December 4, 2018. Proposals received after this date and time may, at the discretion of the District, be rejected without consideration.

Instructions for preparing your submittal are contained in RFP documents that will be provided upon request via email to Sota Sunleng at ssunleng@lbcc.edu. Questions of a procedural nature may be directed to me via email at amoloney@lbcc.edu with copy to ssunleng@lbcc.edu.

We look forward to receiving your submittal.

Sincerely,

Alan Moloney
Deputy Director, Purchasing & Contracts Management
(562) 938-4541
amoloney@lbcc.edu