



Los Angeles Community Colleges

City • East • Harbor • Mission • Pierce • Southwest • Trade-Technical • Valley • West

## **NOTICE TO BIDDERS**

College: District Wide  
Project Name: Master Personal Services Agreement Physical Inventory Firms  
Project Numbers(s): 40J-488; 40J-588; 40J-888  
Bid Number: 105

NOTICE IS HEREBY GIVEN that the Los Angeles Community College District ("District") invites sealed bids for the following:

This is a competitive bid for the purchase by the Los Angeles Community College District of the following **Physical Inventory Firms**, for its colleges throughout the Los Angeles area. The items to be procured are broken down for the purposes of bidding into one (1) Bid Category and consist of **Physical Inventory Services for Los Angeles Valley, Los Angeles Mission, and Pierce Colleges (Valley Colleges)**.

Bids shall be prepared in conformance with the Instructions to Bidders using the forms included in the Bidding Documents. All Bids must be received at **Build LACCD, 915 Wilshire Blvd., Ste 810, Los Angeles, California 90017**, by either hand delivery or mail, no later than **September 8, 2011 @ 11:00 AM** to be thereafter on said date and at said location publicly opened and read aloud. The Bidder assumes full and sole responsibility for timely receipt of its Bid, the Bid Security and any other documents required to be submitted with the Bid.

Bidding Documents including Instruction to Bidders and other documents, if any, will be available to Bidders on and after **August 17, 2011**, at the following locations:

For document pick up: Universal Reprographics Incorporated, Los Angeles Branch, 2706 Wilshire Blvd Los Angeles, California 90057 Tel: 213-365-7750 , West Los Angeles Branch, 2043 Ponitius Ave. Los Angeles, CA 90025 Tel: 310-477-2900, Robertson Branch, 1444-B S. Robertson Blvd, Los Angeles, 310-205-5242.

To order or view online: <http://build-laccd.org/>, Contracting and Bidding Site, Universal Reprographics Online Plan Room Link

To view in person: Build LACCD, **915 Wilshire Blvd., Ste. 810, Los Angeles, California 90017**, 213- 996-2547

The District will provide one (1) complete set of Bidding Documents to each Bidder, free of charge, for pick-up upon at least eight (8) hours notice to Universal Reprographics at any of the above-stated Universal Reprographics locations. Bidder may arrange, at Bidder's own expense, for document delivery and additional sets by contacting Universal Reprographics at one of the above-stated Universal Reprographics locations.



Los Angeles Community Colleges

---

City • East • Harbor • Mission • Pierce • Southwest • Trade-Technical • Valley • West

There will be no mandatory pre-Bid conference for this Bid.

Questions shall be directed to:

Paul Spear  
Sustainable Building Program Managers  
[paul.spear@build-laccd.org](mailto:paul.spear@build-laccd.org)

[Contractors interested in obtaining information on upcoming LACCD projects; see [build-laccd.org](http://build-laccd.org) (Contracting and Bidding Site)]