

**San Bernardino Community College District  
Bookstore Outsource  
Proposed Timeline and RFP Teams**

Timeline	Date	Task
	January 5, 2017	Proposal to CSEA
	January 23, 2017	Begin advertising RFP
	February 28, 2017	RFP Closes
	03/01 - 03/10	RFP Evaluation/Ranking
	Week of March 27	Vendor Presentations
	March 31, 2017	Ranking to Negotiation Team
	04/01 - 04/14	Final Negotiations
	May 11, 2017	Board Approval

**RFP Evaluation/Ranking Team**

- 2 Vice Presidents of Administrative Services
- 1 Business Manager
- 1 CSEA Appointee
- 2 Students
- 2 Faculty Members
- 1 Bookstore Employee

**RFP Negotiation Team**

- 2 Vice Presidents of Administrative Services
- 1 Business Manager
- 1 Accounting Supervisor
- 1 Vice Chancellor, Business and Fiscal Services