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June 6, 2003

Rebecca Heater, Director of Government Sales
IKON Business Systems
12100 SW Garden Place
Portland OR 97223

NOTICE OF INTENT TO AWARD: RFP No. 03-076 COPIER SYSTEM SOLUTION

In accordance with above listed Request for Proposal, please be advised that it is the intent of Portland Public Schools, School District No. 1J, Multnomah County, Oregon (District) to award a contract to IKON OFFICE SOLUTIONS, INC. for Segment 3 Scenario 2. After a thorough evaluation of the proposals submitted, this vendor was deemed to have submitted the most advantageous offer to the District. The evaluation was conducted in accordance with terms of the RFP.

The following procedure applies to adversely affected Proposers who wish to appeal a disqualification of proposal or award of contract. An "adversely affected Proposer" is a Proposer whose proposal is disqualified or a Proposer who is eligible and is next in line for award of the contract but for the alleged violation or defect. Appeals by Proposers who are not adversely affected will be rejected.

1. All appeals must be in writing and physically received by the Director of Procurement no later than 2:00 PM on the fifth (5th) working day after the postmarked Notice of Intent to Award or disqualification.

Address appeal to:

RFP No. 03-076 COPIER SYSTEM SOLUTION
Darin Matthews, CPPO, C.P.M., Director of Procurement
Portland Public Schools, School District No. 1J, Multnomah County, Oregon
Procurement Services Department
501 North Dixon Street, 2nd floor
Portland, OR 97227

2. Appeals must specify the grounds for the appeal including the specific citation of law, rule, regulation, or procedure upon which the protest is based. The judgment used in scoring by individual evaluators is not grounds for appeal.
3. Appeals not filed within the time specified in paragraph 1 above, or which fail to cite the specific law, rule, regulation, or procedure upon which the appeal is based shall be dismissed. An issue that could have been raised by request for clarification or protest of specifications as provided in Section 3.1.0 is not grounds for appeal.

If the successful proposer fails to execute a contract, including the provision of all required insurance and/or bonding, the District reserves the right to make an award to the next highest ranked Proposer.

Thank you for participating in our RFP process. Please contact our office if you require additional information.

Sincerely,

Michael L. Smelser
Contracts & Procurement Manager

CC: Scott Robinson, Chief Technology Officer
Paul Butler, Information Technology
RFP File No 03-076

REQUEST FOR PROPOSALS

FOR COPIER SYSTEM SOLUTION # 03-076

Portland Public Schools, School District No.1J, Multnomah County, Oregon is seeking responses from qualified vendors to provide a **COPIER SYSTEM SOLUTION**. Interested firms with experience in providing this service are invited to submit proposals for consideration by the District. Information packets are available from the office of Procurement Services at the address listed below. **Sealed** responses, in an envelope **clearly listing the vendor name and proposal title**, must be returned to Michael L. Smelser, Contracts and Procurement Manager, Procurement Services, Blanchard Education Service Center, 501 N. Dixon St, Portland OR 97227 (BESC), **not later than 2 PM, Tuesday, April 22, 2003**. **A mandatory pre-proposal meeting will be held Wednesday, March 26, 2003 at 10 AM in the L-1 Conference Room at the above address (BESC).**

Michael L. Smelser
Contracts & Procurement Manager
501 N. Dixon St
Portland OR 97227

(503) 916-3113

This ad to run Thursday, March 20, 2003

Please bill in accordance with Purchase Order 18764. Please send affidavit of publication and invoice to the attention of Sandy Egner, Contracts Assistant, Procurement Services.

Thank You,
March 18, 2003