

September 13, 2001

02-028

AUTHORIZE CONTINUED PARTICIPATION IN THE NEW  
STATE OF OREGON OFFICE PRODUCTS CONTRACT  
WITH BOISE CASCADE CORPORATION

PREPARED BY: Roger Cardinal, Manager, Procurement & Risk Services

FINANCIAL  
RESPONSIBILITY: All Departments

APPROVED BY: Randy McEwen, Vice-President, Administrative Services  
Jesus "Jess" Carreon, President

REPORT: In 1996 the College changed to a stockless inventory type office products program thereby eliminating the necessity to maintain a large inventory of office supplies in the College Warehouse. A stockless system allows for orders to be placed electronically, deliveries to be made the next day, billings to be more efficient and provides significant overall program cost savings. At the April 18, 1996 meeting (#96-82), the Board authorized the College's participation in the State of Oregon's Office Products contract program with Boise Cascade Corporation. The initial contract was for a period of three years, but was extended for two additional years in 1999 by the State, and subsequently by the College as well (#99-085). College office products expenditures have averaged approximately \$400,000 annually.

The State initiated a Request for Proposals process for a new office products contract a few months ago, received three (3) proposals (none from certified MWESB firms) and recently awarded a new five (5) year contract to Boise Cascade Corporation. The other proposals were submitted by Office Depot and Corporate Express.

In the past there have been some environmental issues with Boise Cascade products, but in this new contract currently over 1900 items are considered environmentally preferred products, and that number is to increase by 5% annually over the five year term of the contract.

Additionally, MWESB manufactured products are clearly indicated in their on-line catalog.

RECOMMENDATION:

That the Board of Directors authorize continued participation in the new State of Oregon Office Products contract with Boise Cascade Corporation through October 2006, and also authorize the estimated \$400,000-450,000 annual expenditures College-wide.

Director Anderson made a motion to approve Resolutions 02-027 through 02-032; it passed unanimously.