

June 19, 2003

03-159

ACCEPT BID/AWARD CONTRACT - PRINTING & BINDING OF  
THE 2003-2004 COLLEGE SCHEDULES OF CLASSES

PREPARED BY: Denise Jeffords, Buyer/Contract Specialist

FINANCIAL  
RESPONSIBILITY: Jan Coulton, Director, Public Affairs

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

REPORT: The College has the need for printing and binding its 2003-2004 Fall, Winter, Spring, Summer, and Early Fall terms schedules of classes. An Invitation to Bid was advertised in the Daily Journal of Commerce and on the Oregon State VIP on May 7, 2003. Invitation to Bid documents were distributed to sixteen (16) vendors. Five (5) bids were received by the due date of June 4, 2003 from the following vendors:

<u>Vendor</u>	<u>Bid Total</u>
Signature Graphics	\$110,761.49
Oregon Lithoprint, Inc.	\$118,101.22
Journal Graphics	\$120,208.00
Rotary Offset Press, Inc.	\$121,640.79*
Eagle Web Press	\$125,461.00

\* Rotary Offset Press, Inc. is located in the state of Washington. Their actual bid price was \$108,607.85, but since they are not an Oregon Resident Bidder, the State of Oregon Reciprocal Preference Law (ORS 279.029) requires an additional twelve percent (12%) be added to their bid price, therefore, bringing their total bid to \$121,640.79.

Also, ORS 282.210 states that all printing, binding and stationery work for the state or any county, city, town, port district, school district, or other political subdivision shall be performed within the state unless: 1) The work cannot be performed within the state; 2) The lowest price for which such

work can be procured within the state exceeds the charge usually and customarily made to private individuals and corporations for work of similar character and quality; or 3) All bids for the work, or any part thereof, are excessive and not reasonably competitive.

The bids received from the top three Oregon resident bidder's were reasonably competitive and therefore, a non-resident bidder must not be considered for award.

Note: None of the Bidders are Certified MWESB firms. The solicitation document was sent to one Qualified Rehabilitation Facility (QRF), but they did not submit a bid response. They have asked to be retained on the Bidder's List for future opportunities.

Recommendation for award is based on an "all-or-none" basis to the lowest responsive lump sum bid total for all five (5) issues. Printing and Binding is based on: 120,000, 168-page copies for Fall, Winter, and Spring; 120,000, 112-page copies for Summer; plus 35,000, 88-page copies for the Early Fall edition, all using recycled paper (40% post consumer waste - newsprint, 30% post consumer waste - bookstock).

#### RECOMMENDATION

That the Board of Directors accept the responsive low bid and award a contract for the Printing and Binding of the 2003-2004 College Schedules of Classes to Signature Graphics in the amount of \$110,761.49. Funds for this project will come from the general fund.

Director Anderson moved to approve Resolutions 03-149 through 03-162 and Resolutions 03-164 through 03-168 by consent agenda and it passed unanimously.