

March 18, 2004

04-119

GRANT A SPECIFIC EXEMPTION FROM A FORMAL
COMPETITIVE PROCESS FOR THE ACQUISITION OF
STANDARDIZED CLASSROOM TECHNOLOGY
EQUIPMENT

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FINANCIAL
RESPONSIBILITY: Steve Smith, Manager, Instructional Media Services

APPROVED BY: Randy McEwen, Vice-President, Administrative Services
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REPORT: The 2000 Bond Program includes funds for furniture, fixtures and equipment (FF&E), a significant portion of which is for the acquisition and installation of standardized classroom technology equipment in the newly constructed facilities. This equipment generally consists of: overhead projectors, monitors, computers, speakers, control systems, DVD and VCR players, podiums, switches, cabling, and other varied items. This equipment is typically installed in and controlled from each classroom's podium. It is extremely important to keep this equipment standardized to ensure continuity, ease-of-use for instructors using multiple classrooms, and interchangeability, as well as to reduce installation and troubleshooting problems.

Rather than have this equipment purchased and installed by the various contractors being used on the different campuses under the Bond Program, Instructional Media Services made the determination that purchasing and installing this technology equipment in podium classrooms themselves would both ensure better standardization and also save money. It has been estimated that the College can save approximately \$5,000 per classroom by doing the work internally. Expenditures through the rest of the 2000 Bond Program for this classroom technology equipment are estimated to be \$1.3 million. Another \$500,000 is anticipated to be spent on normal (non-Bond) installations through this same period of time. Total estimated expenditures will be approximately \$1.8 million.

Rather than grouping all of this classroom technology equipment into one large and extremely complicated formal competitive process, Instructional Media Services proposes that an exemption be granted by the Board, acting as the Local Contract Review Board (LCRB) for the College, to utilize a variety of other procurement processes. The authority for the LCRB to grant this exemption is per ORS 279.017(2a and 2d). Per 2a, it is unlikely that this exemption will encourage favoritism in the awarding of public contracts or substantially diminish competition for public contracts. That is because the other processes utilized would include obtaining price quotations, and purchasing equipment from existing state and local government contracts. Per 2d, the efficient utilization of existing equipment requires the acquisition of compatible equipment. This relates to the actual podiums themselves, which have been developed and improved over time by a local manufacturer. These podiums are now the College standard that complies with the technology standards that have been established for the Bond Program and the specifications for these podiums are now proprietary to this manufacturer. The purchases should break down somewhat like this:

- computers & monitors from the State contract (\$250,000)
- projectors from Beaverton School District contract (\$500,000)
- podiums based on single proprietary source (\$250,000)
- DVD/VCRs, receivers and speakers by quotes (\$150,000)
- control systems by quotes (\$300,000)
- switches, cables, and remaining items by quotes (\$350,000)

RECOMMENDATION:

That the Board of Directors grant a specific exemption from a formal competitive process for the acquisition of standardized classroom technology equipment, using other competitive procurement processes through the rest of the 2000 Bond Program.

These expenditures will total an estimated \$1.8 million, with about \$500,000 being non-Bond funded.

Director Margolin moved for approval of Resolutions 04-105 and Resolutions 04-107 through 04-122 and it was approved unanimously.