

May 20, 2004

04-150

ACCEPT BID/AWARD CONTRACT - TRANSLUCENT  
SKYLIGHT SYSTEMS - SYLVANIA CAMPUS - CC & HT  
BUILDINGS

PREPARED BY: Denise Jeffords, Buyer/Contract Specialist

FINANCIAL  
RESPONSIBILITY: Steve Sivage, Director, Physical Plant

APPROVED BY: Randy McEwen, Vice President, Administrative Services  
Gerard "Jerry" Berger, District President

REPORT: The College needs to enter into a contract for the removal and disposal of one existing skylight located on the roof of the HT Building and two existing skylights located on the roof of the CC Building, and replacement and installation of new translucent skylights at these locations. The College has an adopted standard for skylights based upon the Kalwall Translucent Panel Skylight System and a number of skylights have been installed and replaced in the past ten years using this standard.

An Invitation to Bid (ITB) was advertised and issued on March 23, 2004. The ITB was advertised in the Daily Journal of Commerce, on the State of Oregon VIP, and on the College's Purchasing Web Site. Eleven (11) bid documents were downloaded (by both contractors and plan centers) from the College's Purchasing website. One (1) bid was received by the due date of May 5, 2004 from the following vendor:

<u>Vendor</u>	<u>Total Bid</u>
Colonial Service*	\$279,786.00

\*Colonial Service is an Oregon State certified ESB firm.

RECOMMENDATION: That the Board of Directors accept the bid and award the contract to Colonial Service in the amount of \$279,786.00. Expenditures for this contract will come from Bond funds.