

December 9 , 2004

This resolution was removed from the agenda because there was only one responsive bidder and the bid was under \$100,00

05-041

ACCEPT BID AND AWARD CONTRACT FOR LAUNDRY SERVICE

PREPARED BY: Denise Jeffords, Buyer/Contract Specialist

FINANCIAL  
RESPONSIBILITY: Linda Eden, Director, Auxiliary Services

APPROVED BY: Randy McEwen, Vice President, Administrative Services  
Dr. Preston Pulliams, District President

REPORT: The College has the need to enter into a contract for laundry service, consisting of furnishing, delivering, and laundering inventories of kitchen and service apparel including, but not limited to, aprons, shirts, pants, bar towels and banquet linens for its Food Services Department. An Invitation to Bid (ITB) was advertised and issued on November 5, 2004. The ITB was advertised in the Daily Journal of Commerce, on the State of Oregon VIP, on the State of Oregon Procurement Information Network (ORPIN, the new browser-based system that is replacing the VIP), and on the College's Purchasing Website. \_\_\_\_\_ ( ) ITB documents were downloaded from the College's Purchasing Website. \_\_\_\_ ( ) bids were received by the due date of December 2, 2004 from the following vendors:

Vendor

Amount Bid

**(BID INFORMATION WILL BE PRESENTED AT THE BOARD MEETING)**

Note: \_\_\_\_ bidders were certified MWESB firms.

The ITB included twenty-two (22) laundry items. Award is to be made to the lowest responsible bidder on an all-or-none basis.

RECOMMENDATION:

That the Board of Directors accept the low bid and award a three (3) year contract for laundry service, with an option to renew on an annual basis for two (2) additional years to \_\_\_\_\_ in the amount of \$\_\_\_\_\_ for the first year, \$\_\_\_\_\_ for the second year, and \$\_\_\_\_\_ for the third year. The contract price for the fourth and fifth years of the contract will be negotiated at the time of renewal. Expenditures for this project will come from the Auxiliary Fund.