

May 19, 2005

05-086

ACCEPT BIDS/AWARD CONTRACTS FOR FLOOR
COVERING INSTALLATION SERVICES

PREPARED BY:

Sandy Wanner, Buyer/Contract Specialist

FINANCIAL
RESPONSIBILITY:

Steve Sivage, Director, Physical Plant

APPROVED BY:

Randy McEwen, Vice-President, Administrative Services
Dr. Preston Pulliams, District President

REPORT:

The College needs to select a primary and secondary contractor to provide floor covering installation services, consisting of new carpet installation and vinyl composition tile installation as needed at three (3) campuses and four (4) centers. The secondary contractor will be used when the primary contractor is not available or when the work load during the College downtimes is heavy enough to utilize two (2) contractors.

An Invitation to Bid (ITB) was advertised and issued on April 6, 2005. The ITB was advertised in the Daily Journal of Commerce, on the State of Oregon ORPIN system, in the El Hispanic Newspaper, in the Skanner and on the PCC web site. In addition to advertising, faxes were sent to seventeen (17) vendors registered on the State of Oregon MWESB web site, three (3) of those vendors downloaded the ITB, but only one (1) submitted a bid. In all, nine (9) vendors downloaded the ITB, and of those only three (3) submitted bids.

The award is to be based on the lowest calculated total for the hourly rate and percentages over cost. The following three (3) vendors submitted bids by the due date of April 29, 2005:

<u>Vendor's:</u>	<u>Hourly Rates: (Reg. & Overtime)</u>	
Greg Baurer Floorcovering		
Soft Floor Layers	\$45.00 x 70	3150
Tile Setter/Terrazzo Workers	\$45.00 x 25	1125
Materials mark-up	10 % x 2.5	25
Equipment rental mark-up	10 % x 2.5	25
TOTAL		4325

Rubenstein's Contract Carpet

Soft Floor Layers	\$ 51.75 x 70	3622.50
Tile Setter/Terrazzo Workers	\$ 51.75 x 25	1293.75
Materials mark-up	15 % x 2.5	37.50
Equipment rental mark-up	15 % x 2.5	37.50
TOTAL		4991.25

Cascade Flooring

Soft Floor Layers	\$ 58.00 x 70	4060
Tile Setter/Terrazzo Workers	\$ 58.00 x 25	1450
Materials mark-up	14 % x 2.5	35
Equipment rental mark-up	10 % x 2.5	25
TOTAL		5570

Note: Cascade Flooring is the only certified MWESB firm that submitted an ITB.

Greg Baurer Floorcovering and Rubenstein's Contract Carpet clearly submitted the lowest calculated totals for both requested installation classifications.

RECOMMENDATION:

That the Board of Directors accept the two (2) lowest, responsive bids from Greg Baurer Floorcovering (primary contractor) and Rubenstein's Contract Carpet (secondary contractor) based on their submitted total scores for Floor Covering Installation Services. The initial contracts will be valid for three (3) years, and includes a provision that the College has an option to renew for two (2) additional one (1) year periods, for a maximum five (5) years total term. The expenditures for both contracts will be for a not-to-exceed \$250,000 for the total five (5) year term. The funds for this project will be from the General Fund, Capital Fund and Bond Fund.

Director Margolin moved to approve Resolutions 05-082 through 05-091 by consent agenda and it passed unanimously.