

May 17, 2007

07-081

ACCEPT PROPOSAL AND AWARD CONTRACT FOR
PROVIDING A DISTRICT WIDE COLOR PHOTO
IDENTIFICATION CARD SYSTEM

PREPARED BY:

Sandy Wanner, Buyer/Contract Specialist

FINANCIAL
RESPONSIBILITY:

Veronica Garcia, Dean, Enrollment Services

APPROVED BY:

Randy McEwen, District Vice President
Dr. Preston Pulliams, District President

REPORT:

The College has a need to provide a college wide photo identification card system. The cards would be issued to students upon enrollment, employees, contractors, and citizens who are authorized access to college facilities. This system must be able to issue up to 40,000 cards the first two (2) weeks of each academic term. The system must be able to integrate with the College's existing Banner operation system, current college infrastructure information system, and be able to be supported by the College's Technology Solution Services (TSS) Department. In addition it must link and integrate with other systems already in place at the College, i.e. the Library, Bookstore, Print Center and Food Services, while providing real-time interface. The successful proposer will provide the hardware, software, installation and maintenance. The estimated cost of the project will exceed the \$100,000 threshold, requiring a formal solicitation process, Request for Proposal (RFP).

On March 7, 2007, the RFP was advertised and made available to all interested vendors. The RFP was advertised in the Daily Journal of Commerce, State of Oregon ORPIN vendor system, and the Portland Community College (PCC) Solicitation website. A total of thirty one (31) vendors, of which three (3) were MWESB firms, were notified and received a faxed copy of the project summary that includes instructions on how to access the RFP document on the PCC website.

At the proposal submission closing time at 10:00 AM on April 16, 2007 the College had received a total of seven (7) proposals. These proposals were evaluated and scored by committee members based on the following criteria: system requirements and compatibility, implementation, service and documentation, innovation, reference, price and operational and expansion cost. Following is the list of proposals received and their scores

Proposers:	Evaluation Score:
Matrix Systems	25
Legendid	37
CBORD	48
NuVision Networks	74
Entrance Controls	81
Lamination Service, Inc.	81
Blackboard	84

Note: None of the proposers are MWESB firms.

The top three (3) firms were asked to meet with the committee and demonstrate their products. They were scored on select questions that pertained to their unique product line. Their scores are listed below:

Proposers:	Evaluation Score:
Entrance Controls	95
Lamination Service, Inc.	93
Blackboard	64

After careful review of all proposals, the committee recommends awarding the contract to Entrance Controls

RECOMMENDATION:

That the Board of Directors accept the proposal and award the contract to Entrance Controls. The contract will be valid initially for three (3) years with an option to renew annually for two (2) additional years. The contract amount is estimated to be \$203,000 for the entire term of the contract. Funding will be provided from the General Fund.