

SEPTEMBER 7, 2007

08-021

RATIFY EXEMPTION FROM A FORMAL COMPETITIVE
PROCESS FOR THE ACQUISITION OF A USED
PASSENGER BUS

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FINANCIAL
RESPONSIBILITY: Linda Eden, Director of Auxiliary Services

APPROVED BY: Wing-Kit Chung, Vice President, Finance
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Dr. Preston Pulliams, District President

REPORT: The College's Parking and Transportation Department has a need to purchase an additional bus that will transport students from campus to campus, and wishes to have the bus in operation before the fall term starts in order to better support student transportation needs. After doing research the Department was able to locate a used bus that will accommodate thirty-five (35) passengers. Schetky NW (vendor) has offered the bus to the College for a total of \$116,377. The cost of purchasing a new model is \$132,000; the College is saving \$15,623. The Bus is a 2007 Coach Classic 380 model, a demonstration unit, still in excellent condition and includes all full factory warranties.

The availability of this type of Bus is very limited. It is in the best interest of the College to purchase it immediately as demand is high for these vehicles. Community College Rules, CCR 220, purchase of used personal property; exempts these purchases from formal competitive bidding process. However, Board expenditure authorization is required, per Board Policy B505, when the total contracts exceed \$100,000.

RECOMMENDATION: That the Board of Directors grant authority to purchase the used bus for \$116,377 from Schetky NW Sales, Inc. Funding will be provided by the Parking and Transportation budget within Auxiliary Services.