

December 6, 2007

08-041

ACCEPT BID/AWARD MULTI-YEAR CONTRACT FOR
THE PURCHASE OF BUSES TO SCHETKY NW
SALES, INC.

PREPARED BY: Avelina Gulmatico, Procurement Lead

FINANCIAL
RESPONSIBILITY: Linda Eden, Director, Auxiliary Services

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

REPORT: The College's Parking and Transportation Department has a need to purchase, over a five year period, up to eleven (11) buses. The buses will be used to transport students from campus to campus. The Department is looking for medium-duty, rear engine, ADA accessibility that will accommodate forty-two (42) or more passengers. These buses will eventually replace the existing buses that constantly have mechanical problems, and are unable to accommodate large numbers of passengers. The cost for a single bus is estimated to be above the \$100,000 threshold and requires a formal competitive process.

The Invitation to Bid (ITB) was processed and released on October 30, 2007 and advertised in the Daily Journal of Commerce, State of Oregon ORPIN vendor system, and PCC Solicitation website. A total of eight (8) vendors including an out-of-State MWESB vendor and one (1) plan center registered and were provided copies of the ITB document.

At the bid submission closing time of 11:00 A.M., on November 19, 2007, the College had received one (1) bid. As specified in the ITB document, the award will be given to the most responsive, lowest bidder. Since there is only one bid there is no comparison. However, Schetky NW submitted a bid for buses that will accommodate at least 43 passengers with ADA accessibility, which meets

the Bid requirements. The College also has done business with this company before and the Department is very confident that Schetky NW will provide the equipment and services the College is looking for, in a timely manner. Below is the name of the bidder and the bid amount.

Bidder's Name:	Bid amount (per bus)
Schetky NW, Inc.	\$158,262.00

Note: Bidder is not an MWESB firm.

RECOMMENDATION:

The Board of Directors accept the bid and award the contract to Schetky NW, Inc. for the purchase of up to eleven (11) buses, within the five year period of the contract. The contract amount will be for an estimated total of \$1,760,000 within the five (5) year period of the contract. The total estimated amount will accommodate possible (future) price escalation. The contract is initially valid from contract execution through December 15, 2008, subject to annual approval at the option of the College through December, 2013. Funding will be provided from the Parking & Transportation Fund.