

March 19, 2009

09-063

RATIFY PURCHASE OF 100 HERMAN MILLER
ETHOSPACEWORKSTATIONS FOR THE
WILLAMETTE BLOCK BUILDING FOR A FIXED
AMOUNT OF \$124,000.

PREPARED BY: Steven J. Hopf, Purchasing Manager

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

REPORT: PCC Public Contracting Rules of Procedure CCR.220 waives competitive procurement when the College has determined that the purchase will result in cost savings and will not diminish competition or encourage favoritism. CCR.220 further states the additional liberty for purchasing used personal property is essential for spot sales, where it is impractical to utilize conservative procedures because of the necessities of the selling process.

Staff has performed a due diligence search for used systems furniture that meets the design specifications established for the Willamette Block Building. Staff was able to locate furniture from a closed Motorola office in Seattle at a cost of \$900 per work station which represents a savings of approximately 75% off current contract costs for comparable new systems. In order to obtain the furniture while it was available the purchase was approved by the College President. A purchase order was issued to Project Management Resources LLC, an Oregon corporation on March 6, 2009 in the amount of \$124,000.00. This price includes shipping, delivery, and installation.

RECOMMENDATION: That the Board ratify the purchase of 100 used Herman Miller work stations from Project Management Resources for use in the Willamette Block Building per CCR.220.