

June 15, 2017

17-137

ACCEPT BID/AWARD CONTRACT TO FON-SECA
CABINET & FIXTURE CO. FOR SYLVANIA CAMPUS
BOOKSTORE FIXTURES

PREPARED BY: Denise Jeffords, Buyer/Contract Specialist, Procurement

FINANCIAL
RESPONSIBILITY: Linda Eden, Director, Auxiliary Services

APPROVED BY: Jim Langstraat, Vice President, Finance and Administration
Mark Mitsui, College President

REPORT: The College has a need to contract with a qualified manufacturer who specializes in retail store fixtures to provide standard and custom made specialty fixtures at its Sylvania Campus Bookstore.

The project will include manufacturing and/or furnishing the fixtures; delivery; and installation. Bid also includes general, mechanical, and electrical work.

An Invitation to Bid (ITB) for the Sylvania Campus Bookstore Fixtures was issued on May 18, 2017 and sent to four (4) manufacturing companies who specialize in retail fixtures.

Three (3) bids were received by the due date of June 6, 2017. Bids were received from the following manufacturer's:

<u>Manufacturer</u>	<u>Total Amount Bid</u>
Fon-Seca Cabinet & Fixture Co.	\$ 499,891.00
AWI Fixtures & Interiors, Inc.*	\$ 489,993.91
Showbest Fixture Corp.*	\$ 560,295.50

* The Bids submitted by both of these manufacturers were deemed non-responsive

NOTE: No bids were received from M/W/ESB firms

The award is made to the company whose bid results in the lowest overall ownership cost or "best value" as it is determined by ORS 279.015(5).

RECOMMENDATION: That the Board of Directors accept the bid and award a contract to Fon-Seca Cabinet & Fixture Co. in the amount of \$499,891.00 with the condition that Fon-Seca obtain their CCB License, which is currently pending. Expenditures for this contract will come from the Bookstore Fund.