

**Purchase Request #12**  
**Regular Board Meeting April 28, 2020**  
**Consideration of Approval to Contract for**  
**Automotive and Collision FF&E**

**ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approves a contract to purchase Automotive and Collision FF&E for the new Technical Campus for the Automotive and Collision program.

**BACKGROUND**

This purchase will be for the cabinetry, toolboxes, and tool storage items for the Automotive and Collision program at the new Technical Campus to be opened Fall of 2020. The program will utilize the products to store and secure the tools needed to teach the programs and give the students experience they will need after graduation.

Request for proposal (RFP) Number 4318 was issued to procure Automotive and Collision FF&E. Seven (7) responses were received and evaluated by a team consisting of Dr. Bill King, Dean Michael Coffman, and Director Shaun Smith, Professors Sean Boyll, Stephanie Villasanti, and Earl Young who determined that four (4) of the proposals submitted by the shortlisted vendors were both responsible and responsive to all solicitation requirements. Best and final offers have been requested from these four (4) vendors. Recommendations for the final vendor(s) will be completed on April 27<sup>th</sup> after receiving final proposals from the four (4) vendor(s) on April 24<sup>th</sup> based on the best value for the products needed for the program.

**IMPACT OF THIS ACTION**

These purchases will be for the Automotive and Collision program at the new Technical Campus to be opened Fall of 2020. The program will utilize the products to store and secure the tools needed to teach the programs and give the students the experience they will need in the field.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

This purchasing request is for spend authorization of \$830,000 which is funded by the 2017 CIP furniture and equipment budget. There is no spend data for the prior year.

**MONITORING AND REPORTING TIMELINE**

The term of contract will be three (3) years April 28, 2020 through April 27, 2023.

**RESOURCE PERSONNEL**

Toni Jenkins

SVP Campus Operations Officer

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