

BID #	DESCRIPTION	AMOUNT
	NEW SOLICITATIONS	
3624	ANNUAL CONTRACT FOR SAM'S CLUB PURCHASES FOR THE DISTRICT Sam's Club Various Locations	\$50,000.00 (not to exceed)

TO: The Board of Trustees

FROM: District President H. Neil Matkin

DATE: July 28, 2015

SUBJECT: Recommendation for Approval of Reference 3624 - Annual Contract for Sam's Club Purchases for the District.

SCOPE: Sam's Club is used to purchase supplies such as coffee, sugar, creamer, cups, coffee filters, bottled water and sodas for the District. Sam's Club is also used by the student services areas to purchase snacks that are provided for students and future students at various events, such as recruitment and orientation. Sam's Club membership is limited to two (2) individuals in Purchasing and designated individuals in the student services areas. The Director of Purchasing must accompany any individual that needs to be added to the account to a Sam's Club location to obtain their membership card. Term of contract: 07/29/2015 through 08/31/2016.

COMPARISON: See attached comparison of sample products.

RECOMMENDATION: Sam's Club \$50,000.00
Various Locations (not to exceed)

JUSTIFICATION: Best value.

Sam's Club will not participate in a competitive bid process; therefore purchases will be kept under the statutory bid threshold of \$50,000.00.

REQUESTING DEPARTMENT: District wide