



Complete and submit this form, along with any supplemental documentation, to the Office of the President by 5:00pm on the seventh day prior to the Board meeting.

Date of Board Meeting: January 17, 2023

Subject: Approve the bid submitted by Western Motorcoach of Houston for Charter Bus Services as needed.

Recommendation: Approve Western Motorcoach as the preferred vendor for the College's Charter Bus needs.

Background and Rationale: The College used Western Motorcoach for our Baseball Team travel last year and our Volleyball Team travel this Fall semester. Our Charter Bus travel this year is expected to exceed the \$50,000 threshold required by the State to solicit competitive bids. Western Motorcoach was the only company to respond to our request for bid. Their offer included all required licensing and insurance. Their pricing is based on a variety of variables surrounding each trip, but in the past has consistently been the most cost effective. The Athletic Department has been very pleased with the quality of services. Since Western Motorcoach has performed well for the College in the past, and since they have proven to be a very cost effective option for team travel, and since the Athletic Department has been very pleased with their service, we are recommending approval of them as our preferred vendor for Charter Bus Services.

Cost and Budgetary Support: \$75,000.00 Current Unrestricted Operating Budget for 2022 - 2023		
Strategic Priority Alignment:	☐ Student Success☐ Resource Optimization	☐ Community Impact ☐ Institutional Excellence
Resource Person(s): Bryce D. Kocian, Vice President of Administrative Services Philip Wuthrich, Director of Purchasing		
Signatures: Originator		
Cabinet-Level Supervisor	Date	10/2023
President's Approval:		
Betty a meluhe	)	12-23
President	Date	