

BID #	DESCRIPTION	AMOUNT
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NEW SOLICITATIONS

3542	ANNUAL CONTRACT FOR PREVENTATIVE MAINTENANCE FOR LAB EQUIPMENT	\$35,000.00 (not to exceed)
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Aldinger Company
Dallas, TX

Midwest Bioservice
Tulsa, Ok

TO: The Board of Trustees

FROM: District President H. Neil Matkin

DATE: August 25, 2015

SUBJECT: Recommendation for Approval of Quote 3542 – Annual Contract for Preventative Maintenance for Lab Equipment.

SCOPE: Annual contract for preventative maintenance for lab equipment. The initial term of contract is for one (1) year with an option to renew two (2) additional consecutive years upon mutual agreement and Board approval. Term of contract: 03/14/2015 through 03/13/2016.

RESPONSES: Four (4) vendors viewed the bid package, two (2) responded.

COMPARISON: See attached.

RECOMMENDATION: \$35,000.00
Aldinger Company (not to exceed)
Dallas, TX

Midwest Bioservice
Tulsa, Ok

JUSTIFICATION: Low bid.

REQUESTING DEPARTMENT: Math and Natural Sciences

Note: Contract spend was not expected to exceed \$25,000.00 annually so it was not initially brought to the Board for approval. The need to inspect and repair lab equipment during this contract year, regular inspections and maintenance at the end of the semesters, and additional equipment added in labs will increase expenditures for the remainder of the contract term.