

April 18, 2019

19-096

AWARD CONTRACT FOR EYEGLASS LENSES FOR
COFFEE CREEK CORRECTIONS EDUCATION PROGRAM

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FINANCIAL
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APPROVED BY: Mark Mitsui, College President

REPORT: The College has a need to contract with a qualified company to provide eyeglass lenses and related services for the Coffee Creek Corrections Education Program. The estimated cost for this contract will exceed the \$150,000 threshold, requiring the Board of Directors approval (B505).

On December 14, 2018, the Request for Proposals (RFP) was advertised in the Daily Journal of Commerce and posted on the Oregon Procurement Information Network (ORPIN), and the PCC solicitation website. The College received two (2) proposals which were reviewed and evaluated by the committee members based on the following criteria: vendor qualifications, experience, scope, plan and approach, interview, and pricing.

| Vendors | Points (150 Max) |
|--|-------------------------|
| MJ Optical Inc. | 113.34 |
| Clear Optics America/Private Label Enterprises | 48.86 |

MWESB: MJ Optical Inc. is a Small Business Administration (SBA) Woman-Owned Small Business. Private Label Enterprises, Inc. is a SBA Minority-Owned and Woman-Owned Small Business.

RECOMMENDATION: That the Board of Directors authorize the use of a goods and services contract for the provision of lenses and related services for the Coffee Creek Corrections Education Program. The contract will cover an initial three (3) year period with the option to renew for two (2) additional one (1) year periods. The anticipated annual cost is \$70,000.00 for a five (5) year total not to exceed \$350,000.00. The funding will come from the Coffee Creek Corrections Education fund.