

December 11, 2003

04-077

AUTHORIZATION TO UTILIZE THE STATE OF OREGON
PRICE AGREEMENT WITH OREGON ARMORED
SERVICE FOR ARMORED CAR COLLECTION SERVICES

PREPARED BY: Avelina D. Gulmatico, Procurement Lead Buyer

FINANCIAL
RESPONSIBILITY: Yohannes Alemu, Cashiering/Business Office Manager

APPROVED BY: Randy McEwen, Vice-President, Administrative Services
Gerald "Jerry" Berger, President

REPORT: At the December 13, 2000 meeting, per Resolution 01-041, after a formal Request for Proposals (RFP) process the Board awarded a contract to Oregon Armored Service to provide armored car collection services for the following College Departments: Business Office, Food Services, and Bookstore. The services consisted of providing secured pick-up, transportation and delivery of coins, currency, checks and other valuables to and from specified PCC locations and its designated consignee Bank. This current contract with Oregon Armored Service will expire on January 31, 2004. The College Departments still have a need to continue outsourcing these services and anticipate spending approximately \$25,000 a year total for them on an ongoing basis.

Instead of doing a new RFP process, the Departments wish to utilize an existing State of Oregon price agreement for Armored Car Collection Services (PA 2171) that is also with Oregon Armored Service, and is at the same rates as our current contract with them. Oregon Armored Service is not a State certified MWESB. This price agreement is currently valid through June 30, 2004, and is renewable at the option of the State through June 30, 2007. Utilization of this price agreement is exempt from a further competitive process as it is under an existing Governmental contract (PCC Rule 200.280, 2). However, contracts that exceed \$50,000 still require Board approval.

Note: No M/W/ESB vendors available for this service.

RECOMMENDATION:

That the Board of Directors authorize the College to utilize the State of Oregon price agreement with Oregon Armored Service (PA 2171) for Armored Car Collection Services. The term will be from February 1, 2004 through a maximum of June 30, 2007, and the annual contract expenditures will be for the estimated amount of \$25,000 (maximum total expenditures would then be approximately \$85,000) . Expenditures will be from the following funds: General, Auxiliary and Bookstore.

Resolutions 04-073 through 04-079 were moved for approval by Director McKinney and it passed unanimously.