

Board of Trustees Agenda Item**Board Meeting Date:** February 1, 2010**Title of Item:****Authorization to Award Contract Pursuant to Bid 1230 for the De Anza College ATC 121 Sound Studio Upgrade****Background and Analysis:**

De Anza College requires equipment and services to modernize the Advanced Technology Center Sound Studio located in Room 121. Therefore, District Purchasing Services prepared bid documents and incorporated technical specifications jointly written with the De Anza College Film and T.V. Staff in order to invite bids for a one-time purchase of sound equipment and installation.

The bid was advertised on December 2, 2009 and December 9, 2009. The Invitation to Bid was sent to eleven (11) vendors and posted on "Bidnet" at www.govbids.com. On December 16, 2009, Purchasing Services and Ed Breault, the De Anza College Television Systems Engineer, conducted a non-mandatory pre-bid conference at the jobsite. Representatives from six (6) companies attended the non-mandatory conference. Bids were publicly opened and read on January 15, 2010 at 2:00 p.m. in Purchasing Services. Two (2) vendors submitted bids. The bid results are shown below:

	<u>Cutting Edge</u>	<u>AVI-SPL</u>
Bid Price	\$243,214.90	\$217,162.18

AVI-SPL was the apparent low bidder. However, after reviewing the AVI-SPL bid, a pricing discrepancy was discovered on line item #5 of its bid form. Purchasing Services asked AVI-SPL to confirm that its pricing for line item #5 was true and correct. AVI-SPL responded by notifying Purchasing Services that it had made a significant error in the pricing for line item #5, and AVI-SPL asked to withdraw its bid due to the mistake (see attached letter). If AVI-SPL had quoted line item #5 correctly, its bid would have been \$40,500.00 higher for a total of \$257,662.18. AVI-SPL's request to withdraw its bid complies with Public Contract Code Section 5103. Therefore, Purchasing Services recommends approval.

The actual lowest responsive and responsible bidder is Cutting Edge with a bid price of \$243,214.90.

The bid price of \$243,214.90 submitted by Cutting Edge is well within the budgeted amount of \$250,000.00. The project is funded by Measure C.

Recommendation:

Approve the withdrawal of AVI-SPL's bid and authorize the Director of Purchasing Services, Carmen Redmond, to award a contract pursuant to Bid 1230 in the amount of \$243,214.90 to Cutting Edge.

Submitted by:	Carmen Redmond, Director of Purchasing Services, ext. 6166
Additional contact names:	Ed Breault, Dawn Allshouse
Is backup provided?	Yes

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Dawn Allhouse
Foothill DeAnza Community College District

Re: Bid#1230 – ATC121

Dear Dawn,

In reconfirming a price with a manufacturer, it was discovered that they had verbally quoted the wrong configuration, causing us to pass on an erroneous line item price on the bid. The original price on the bid for the Euphonix 5-MC was only for an 8 fader configuration instead of a 24 fader configuration, which almost doubled the price. Since we cannot absorb such a large pricing difference, we need to withdraw our bid for this project. We apologize for any inconvenience this may have caused.

Please let us know if there are any questions regarding this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Barbara Stuller".

Barbara Stuller
AVI-SPL