

**Board of Trustees Agenda Item**

**Board Meeting Date:** October 4, 2010

**Title of Item:**

Authorization to Purchase Cardiovascular Exercise Equipment and selectorized Weight Machines for the De Anza College Fitness Center Pursuant to Bid 1262.

**Background and Analysis:**

De Anza College requires equipment to modernize the Fitness Center located in PE 610. District Purchasing Services prepared the bid documents and incorporated technical specifications that were written with the De Anza College PE Staff. Invitation to Bid 1262 called for bids to provide, install, and maintain cardiovascular exercise equipment and selectorized weight machines for the De Anza College Fitness Center.

Bid 1262 was legally advertised in the San Jose Post Record on August 17 and August 24, 2010. The bid was also distributed to nine vendors and posted on "BidNet" at [www.govbids.com](http://www.govbids.com). Bids were publicly opened and read on September 10, 2010 at 2 p.m. by Purchasing Services.

The bid document states that award of a contract will be made to the lowest responsive and responsible bidder for each category, and that in order to be considered a responsive bidder for a category, the bidder must bid on all lines items within that category. The bid document also states that the lowest bidder for each category will be the bidder who offers the lowest equipment grand total for that category in compliance with the bid specifications. Rich Schroeder, De Anza College's Dean of Physical Education & Athletics, and Annette Perez, Senior Buyer analyzed the bids and their recommendations are shown below. The bid amounts shown are inclusive of applicable California sales tax.

**Category A, Weight Machines:**

Four bids were received. The apparent low bid was Life Fitness at a price of \$53,858.75, however, its bid was non-responsive because it did not comply with Section 1.05, Equals or Substitutions, which required bidders to submit complete product literature and technical specifications with their bids so that the District would have the necessary information to determine whether their proposed products comply with the bid specifications. Staff recommends rejection of the Life Fitness bid for Category A as non-responsive. The second lowest bidder was Cybex International at a total bid price of \$67,179.89 and its proposed products comply with the bid specifications. Two higher bids were also received: Advantage Fitness Products at \$76,384.78 and Fit-Tech Sales & Service at \$92,651.65. The Cybex International bid is responsive and staff recommends the award of Category A to Cybex International.

**Category B, Cardiovascular Equipment:**

Three bids were received. The apparent lowest bidder was Cybex International at a price of \$86,580.62, however, its bid was non-responsive because the equipment offered failed to meet the mandatory features and functions specified by the bid such as Fitlinxx and the lubricant infused belt. Staff recommends rejection of the Cybex International bid for Category B as non-responsive. Advantage Fitness Products was the apparent second lowest bidder however, its bid was non-responsive because the equipment offered failed to meet the mandatory features and functions specified by the bid such as Fitlinxx and the lubricant infused belt. Staff recommends rejection of the Advantage Fitness Products bid for Category B as non-responsive. The third lowest bidder was Life Fitness at a total bid price of \$140,770.50 and its bid is responsive including compliance with

the Category B bid specifications.. Staff recommends the award of Category B to Life Fitness.

#### Category C- Cross Trainers

Two bids were received. The apparent lowest bidder for Category C was Cybex International at a price of \$60,491.72. However, its bid was non-responsive because the equipment offered failed to meet the mandatory features and functions specified by the bid such as the dual action upper and lower body workout and the adjustable ramp settings. The second lowest bidder for Category C was Advantage Fitness Products at a total bid price of \$114,914.43, and its bid was for the items specified. There was a minor irregularity in the Advantage Fitness Products bid because it was not submitted on the revised bid form that was issued as part of Amendment #1 to the bid document. However, the Amendment #1 revision to the bid form had no effect on Category C. Therefore, staff recommends that the Board waives the bid form error as a minor irregularity, and that the Board accepts the Advantage Fitness Products bid as responsive for Category C. Furthermore, Staff recommends award of Category C to Advantage Fitness Products.

#### Category D – Other Cardio Machines

Three bids were received. The apparent low bid was Life Fitness at a price of \$5,592.06, however, it was not for the correct make and model. Staff recommends rejection of the Life Fitness bid for Category D as non-responsive. The second lowest bidder was Mountain Medical at a total bid price of \$6,555.00, and its bid was complete and correct. The highest bid was submitted by Advantage Fitness Products in the amount of \$7,014.41. Staff recommends the award of Category D to Mountain Medical.

#### Category E- Climbers

One company submitted a bid: Advantage Fitness Products in the amount of \$12,042.11. Category E of its bid complies with the bid specifications. There was a minor irregularity in the Advantage Fitness Products bid because it was not submitted on the revised bid form that was issued as part of Amendment #1 to the bid document. However, the Amendment #1 revision to the bid form had no effect on Category E. Therefore, staff recommends that the Board waives the bid form error as a minor irregularity, and that the Board accepts the Advantage Fitness Products bid as responsive for Category E. Furthermore, Staff recommends award of Category E to Advantage Fitness Products.

All categories of this purchase are funded by Measure C.

#### **Recommendation:**

Waive the minor irregularity in the Advantage Fitness Products bid as described above, and authorize Carmen Redmond, Director of Purchasing Services, to award purchase orders in accordance with Bid 1262 as follows: Cybex International for Category A in the amount of \$67,179.89, Life Fitness for Category B in the amount of \$140,770.50 , Advantage Fitness Products for Category C in the amount of \$114,914.43, Mountain Medical for Category D in the amount of \$6,555.00, and Advantage Fitness Products for Category E in the amount of \$12,042.11. The grand total of these awards is \$341,461.93.

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| Submitted by:             | <b>Carmen Redmond</b>                |
| Additional contact names: | <b>Rich Schroeder, Annette Perez</b> |
| Is backup provided?       | <b>No</b>                            |