

Board of Trustees Agenda Item**Board Meeting Date:** February 7, 2011**Title of Item:****Authorize purchase of four 12-Passenger Gasoline Powered Vans****Background and Analysis:**

The District requires four 12-passenger gasoline powered vans to replace vans that have been removed from the fleet because they were old and obsolete. Therefore, District Purchasing Services prepared bid documents and incorporated technical specifications jointly written with District Plant Services.

The bid was advertised on December 3, 2010 and December 10, 2010. The Invitation to Bid was sent to twenty-one (21) vendors and posted on "Bidnet" at www.govbids.com. Bids were publicly opened and read on December 17, 2010 at 2:00 p.m. in Purchasing Services. Six (6) vendors submitted bids. The bid results are shown below:

	San Francisco Ford	Putnam Chevrolet	Serramonte Ford	Hoblitt Motors	Folsom Lake Ford	Theodore Robins Ford
Bid Price	\$78,218.75	\$92,412.16	\$99,896.67	\$103,316.04	\$103,540.22	\$109,076.72

The lowest responsive and responsible bidder appeared to be San Francisco Ford (SF Ford) with a Grand Total Bid Price of \$78,218.75. However, the bid that was submitted had an arithmetic error. The vendor submitted the bid with a unit price of \$22,500.00 per van, which should have resulted in an extended Price of \$90,000 for four vans. However, the bidder incorrectly submitted an extended price of \$67,500.00. Purchasing Services notified SF Ford of its error on December 20, 2010 (see attached letter). SF Ford immediately confirmed that it had made an arithmetic error and asked to withdraw its bid.

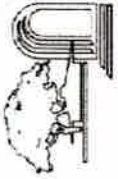
Therefore, the lowest responsive and responsible bidder is Putnam Chevrolet with a bid price of \$92,412.16.

This purchase is funded by Measure C.

Recommendation:

Accept San Francisco Ford's request to withdraw its bid, and authorize the Director of Purchasing Services, Carmen Redmond, to issue a purchase order pursuant to Bid 1334 in the amount of \$92,412.16 to Putnam Chevrolet.

Submitted by:	Carmen Redmond, Director of Purchasing Services, ext. 6166
Additional contact names:	Charles Allen, ext. 6150, Dawn Allshouse, ext. 6162 Steven Schmidt, ext. 6168
Is backup provided?	Yes



Purchasing Services
Dawn Allshouse, Senior Buyer
12345 El Monte Road
Los Altos Hills, CA 94022
650-949-6162 • FAX: 650-948-5194
email: allshousedawn@fhda.edu

FOOTHILL-DE ANZA
Community College District

December 20, 2010

San Francisco Ford
Attn: Frank Ginotti
1595 Van Ness Ave
San Francisco, CA 94109

FAX: 415-255-1962

Subject: Verification of bid pricing: Bid #1334 for four 12-passenger vans

Dear Frank Ginotti,

Thank you for your recent bid submittal for ITB #1334. The bid that you submitted had a Grand Total Bid Price of \$78,218.75 for the four vehicles. I believe that there was a mathematical error in your bid price. A Unit Price of \$22,500.00 is listed on your bid form, which would indicate that your extended price would be \$90,000.00 rather than the \$67,500.00 shown on your bid. Please confirm that your Grand Total Bid Price of \$78,218.75 is true and correct for the four vehicles specified. You must either confirm that your Grand Total Bid Price of \$78,218.75 is true and correct or withdraw your bid. Please respond to my request no later than 5:00 P.M., January 6, 2011 of your intention.

If you have any questions or concerns, please contact me at 650-949-6162.

Sincerely,

Dawn Allshouse
Senior Buyer, Purchasing Services

Re: Please see attached letter

Subject: Re: Please see attached letter
From: FGinotti@aol.com
Date: Mon, 20 Dec 2010 19:46:21 -0500 (EST)
To: allshousedawn@fhda.edu

Please withdraw my bid...\$67500 would only be for 3 vans!. Would I have won at the \$90,000 price?

Frank Ginotti

In a message dated 12/20/2010 4:20:54 P.M. Pacific Standard Time, allshousedawn@fhda.edu writes:

Frank,

There was a bid irregularity with the bid that you submitted. Please see the attached letter for clarification.
Thank you,
Dawn

----- Original Message -----

Subject: Attached Image

Date: Mon, 20 Dec 2010 16:19:24 -0800

From: fhprint.@foothill.edu

To: Dawn Allshouse <allshousedawn@fhda.edu>