

Board of Trustees Agenda Item

Board Meeting Date: June 18, 2012

Title of Item: Cancel Prequalification Questionnaire #1526, Technology Resources Group (TRG)
Studio Equipment, De Anza College

Background and Analysis:

The TRG Studio Equipment project includes the furnishing and installation of several broadcast systems for the Mediated Learning Center at De Anza College. The selected contractor shall provide complete and operational systems, consisting of audio, video, control and communications systems. The construction estimate is \$1,300,000.

On May 10, 2012 and May 17, 2012 Purchasing Services advertised the Prequalification Questionnaire (PQ) #1526 in the San Jose Post Record and posted it on "BidNet" at www.govbids.com. Two (2) contractors submitted the completed questionnaire to the District by the June 4, 2012 due date.

Before concluding a prequalification process, Purchasing Services reports the results to the Board of Trustees and at that time, the board can choose to either accept the list of prime contractors who met all of the prequalification requirements as the only contractors who are prequalified to bid on the project, or cancel the prequalification procedure for the particular project.

Purchasing Services staff and the De Anza College Measure C Bond Team, have determined that there is an insufficient number of prequalification applicants, and this would result in an insufficient number of bidders. Furthermore, both applicants failed to meet mandatory requirements of the prequalification questionnaire. Therefore, Purchasing Services and the De Anza College Measure C Bond Team recommend that the prequalification for this project be canceled. The construction schedule does not provide adequate time to re-advertise a revised prequalification questionnaire.

Recommendation: Director of Purchasing Services Carmen Redmond recommends board approval to cancel prequalification questionnaire #1526, TRG Studio Equipment

Submitted by:	Carmen Redmond, Director of Purchasing Services
Additional contact names:	Donna Jones-Dulin, Tom Armstrong, Annette Perez
Is backup provided?	No