

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of May 12, 2015**

**ITEM TITLE:**

Consider Approval of Resolution No. 14/15-45, to Accept the Bid and Award a Contract to Saxton Bradley, Inc. for the Purchase and Installation of Appliances and Equipment for the Microbiology Department in the Barbara Lee Science and Allied Health Center (Bid No.: 14-15/32) at Merritt College.

**SPECIFIC BOARD ACTION REQUESTED:**

Approval is requested to accept the bid and award a contract to Saxton Bradley, Inc., for the purchase and installation of appliances and equipment for the Microbiology Department in the Barbara Lee Science and Allied Health Center at Merritt College, in the amount not-to-exceed \$398,825.

**ITEM SUMMARY:**

This purchase consists of washers, incubators, centrifuges, microtomes, and autoclaves. The price quote includes all taxes, delivery, equipment and appliance installation, placement, assembly, and disposal of packaging materials charges.

The Chancellor recommends approval.

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):**

Measure A, as approved by the voters in Peralta’s constituency and authorized under Resolution 03/04-45, Exhibit A-1, District-Wide Projects, “Equip classroom and campus facilities; technology upgrades and facility improvements.”

**BACKGROUND/ANALYSIS:**

Pursuant to the Public Contract Codes, Section 20651, a formal bid was conducted by the Purchasing Department. The bid was publicized on March 17 and 24, 2015. Five (5) specialized companies submitted bids: VWR, Fisher Scientific, Steris, Thomas Scientific, and Saxton Bradley, Inc. Upon review of each bid package, Saxton Bradley, Inc. provided the most comprehensive quote for all the required items in the bid package; whereas, the bids submitted by the other vendors excluded items outlined in the bid package. As a result, their bids were incomplete and therefore considered non-responsive. In accordance with the Public Contract Code, Section 20651.2, “bids not presented on the forms so furnished shall be deemed non-responsive and shall be rejected.”

<b>VENDOR</b>	<b>LOCATION</b>	<b>TOTAL BID</b>	
<b>Saxton Bradley Inc.</b>	<b>Renton, WA</b>	<b>Responsive</b>	<b>\$398,825.00</b>
VWR dba Sargent Welch	Radnor, PA	Non-Responsive	\$293,902.50
Thermo Fisher Scientific	Hanover Park, IL	Non-Responsive	\$238,572.20
Thomas Scientific	Swedesboro, NJ	Non-Responsive	\$146,052.37

The vendor's United States headquarter is located in Washington state. To do business in California, the company is registered with the California Secretary of State with a service agent of process, James Steven McLoughlin, located in Huntington Beach, CA 92648. The company has an active contractor's license with the California Contractors State License Board (license no. 974750). Effective April 1, 2015, as required by the Senate Bill 854, under Brag Investments Inc., the company is registered with the Department of Industrial Relations (no. 1000005663). Since this is a public works project, the California prevailing wage law applies too. The project is not a public works construction project; it is a purchase of appliances and equipment only. Therefore, the Project Labor Agreement is not applicable on this project.

**DELIVERABLES AND SCOPE OF WORK:**

Saxton Bradley Inc. will deliver and install appliances and equipment for the Microbiology Department in the new Barbara Lee Science and Allied Health Center at Merritt College.

**ANTICIPATED COMPLETION DATE:**

The anticipated completion date is July 31<sup>st</sup>, 2015.

**ALTERNATIVES/OPTIONS:**

Not - Applicable

**EVALUATION AND RECOMMENDED ACTION:**

The administration recommends the approval of this equipment purchase and installation for the new building to meet the project deadline.

**OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):**

YES \_\_\_\_\_ NO \_\_\_\_\_

**COMMENTS:**

None

**WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? (VICE CHANCELLOR)**

(\*\*\*\*\*Board contract approval is subject to negotiation and execution by the Chancellor.)

**DOCUMENT PREPARED BY:**

Prepared by: Dr. Sadiq B. Ikharo  
Vice Chancellor of General Services

Date: April 29, 2015

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: Dr. Sadiq B. Ikharo Date: April 29, 2015  
Vice Chancellor of General Services

**FINANCE DEPARTMENT REVIEW**

Finance review required       Finance review *not* required

If Finance review is required, determination is:       Approved       Not Approved

If not approved, please give reason: \_\_\_\_\_

Signature: Susan Rinne  
Susan Rinne, Interim Vice Chancellor for Finance and Administration

**GENERAL COUNSEL (Legality and Format/adherence to Education Codes):**

Legal review required       Legal review *not* required

If Legal review is required, determination is:       Approved       Not Approved

Signature: \_\_\_\_\_  
Nitasha Sawhney, Acting General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

Approved, and Place on Agenda       Not Approved, but Place on Agenda

Signature: José M. Ortiz  
Dr. José M. Ortiz, Chancellor

**RESOLUTION 14/15-45**

**ACCEPT BID AND AWARD CONTRACT FOR THE PURCHASE AND  
INSTALLATION OF APPLIANCES AND EQUIPMENT FOR THE  
MICROBIOLOGY DEPARTMENT IN THE BARBARA LEE SCIENCE  
AND ALLIED HEALTH CENTER (Bid No. 14-15/32) at MERRITT  
COLLEGE**

**Saxton Bradley Inc.**

WHEREAS, this Board has heretofore advertised for bids to secure all labor, material, equipment, mechanical workmanship, transportation and services for the Purchase and Installation of Appliances and Equipment for the Microbiology Department in the Barbara Lee Science and Allied Health Center at Merritt College (Bid No. 14-15/32); and

WHEREAS, five (5) bids were received in response to said advertisement on the 10<sup>th</sup> day of April, 2015; and

WHEREAS, this Board does hereby accept the bid of Saxton Bradley Inc. and

NOW, THEREFORE, BE IT RESOLVED that this Board does hereby accept the bid of Saxton Bradley Inc., represented by a California service agent of process, Benjamin S. Saxton, 393 N 12<sup>th</sup> Street, San Jose, California 95112 for Total Bid in the amount of THREE HUNDRED NINETY EIGHT THOUSAND, EIGHT HUNDRED TWENTY FIVE AND NO/100 DOLLARS (\$398,825.00); and

BE IT FURTHER RESOLVED that the bid of the other bidders shall be and the same are hereby rejected; and

BE IT FURTHER RESOLVED that the Secretary of this Board be and he is hereby authorized and directed to enter into a contract in accordance with law with said Saxton Bradley Inc. for the Purchase and Installation of Appliances and Equipment for the Microbiology Department in the Barbara Lee Science and Allied Health Center at Merritt College (Bid No. 14-15/32); and the bid bond of said bidder be returned to it upon the acceptance of said contract together with the bonds attached thereto.

PASSED AND ADOPTED this 14<sup>th</sup> of May, 2015. The full Board has voted in support of this resolution, unless the Board meeting minutes reflect otherwise.

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José M. Ortiz  
Chancellor and Secretary  
Board of Trustees  
Peralta Community College District