

Purchase Request #3
Regular Board Meeting March 4, 2024
Consideration of Approval to Contract for Campus Store Retail Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract with Barnes & Noble College Booksellers, LLC (Barnes & Noble) for the operations of the College bookstores.

BACKGROUND

Barnes & Noble has operated the campus bookstores since June 15, 2007. Since 2007, Barnes & Noble has provided the College with monetary and capital improvement packages and has worked closely with the College to control and reduce resource material and textbook costs for the students. Due to the evolution of the bookstore industry caused in part by the COVID pandemic the College made the decision to solicit campus store retail services prior to the exhaustion of all renewals with Barnes & Noble.

Request for proposals #24-06 was issued on November 7, 2023, to procure campus store retail services, which complies with the competitive procurement requirements per Texas Education Code §44.031(a). Respondents were given two options to submit proposals: option one for a traditional bookstore model which includes maintaining inventory onsite; and option two for a hybrid model which is inclusive of an onsite bookstore but maintains inventory offsite.

Three responses were received for option one, and five responses were received for option two. Both options were evaluated by a team comprised of representatives from auxiliary services, fiscal services, instructional innovation and support services, financial aid services, student advising services, workforce development, business and technology department, liberal arts department, health and natural sciences department and social sciences department who determined the proposal submitted by Barnes & Noble for option one will provide the best value to the College.

IMPACT OF THIS ACTION

Approval of the new contract will provide the following benefits to the College and its students:

- Guaranteed Annual Commission of \$850,000 in Year One of Contract
- Unrestricted Signing Bonus of \$300,000
- Facility Improvement Investment of \$300,000
- Annual Donation of \$25,000
- Provide First Day Inclusive Access Programs (OBPL)
- Price Match Program for Students

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure is \$6,000,000, for a total estimated contract value over five years of \$30,000,000, and will be primarily funded from restricted financial aid funds on behalf of students within the 2023-2024 budget and subsequent year budgets.

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MONITORING AND REPORTING TIMELINE

The initial five-year award term will commence on July 1, 2024, with renewal options of three one-year terms.

ATTACHMENTS

Attachment 1 – Tabulation Option 1: Bookstore
Attachment 2 – Tabulation Option 2: Hybrid Model

RESOURCE PERSONNEL

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RFP #24-06
Campus Store Retail Services
Attachment 1 – Tabulation Option 1: Bookstore

QUALIFICATIONS

#	Vendors	Section 1: Acceptance of Requirements / Exceptions to RFP	Section 3: Operations	Section 4: Customer Service Project Understanding	Section 5: Staffing/Personnel	Section 6: Course Materials	Section 7: General Merchandise	Section 8: Convenience Store/Café Services	Section 9: Website/Technology	Section 10: Transition Plan	Section 11: Company History and Background	Total Points	Short List
	<i>Total Points</i>	5	10	5	5	25	10	15	5	5	5	90	
1	Barnes & Noble College Booksellers, LLC	4.35	8.05	4.00	4.33	19.75	8.70	12.41	4.25	3.90	4.30	74.04	Yes
2	Textbook Brokers	4.68	7.65	4.13	3.68	20.05	8.30	8.48	4.15	3.78	3.70	68.60	Yes
3	Follett Higher Education Group	3.48	7.05	3.70	4.03	15.50	8.60	11.18	3.98	4.18	4.00	65.70	Yes

FINAL SCORES

#	Shortlist Vendors	Qualification	Presentation	Financial Review	Final Score
	<i>Total Points</i>	90	30	30	150
1	Barnes & Noble College Booksellers, LLC	74.04	22.75	24.30	121.09
2	Textbook Brokers	68.60	21.06	19.50	109.16
3	Follett Higher Education Group	65.70	21.33	21.30	108.33

RFP #24-06
Campus Store Retail Services
Attachment 2 – Tabulation Option 2: Hybrid Model

QUALIFICATIONS

#	Vendors	Section 1: Acceptance of Requirements / Exceptions to RFP	Section 3: Operations	Section 4: Customer Service Project Understanding	Section 5: Staffing/Personnel	Section 6: Online Course Materials Store	Section 7: General Merchandise	Section 8: Convenience Store/Café Services	Section 9: Website/Technology	Section 10: Transition Plan	Section 11: Company History and Background	Total Points	Short List
	<i>Total Points</i>	5	10	5	5	25	10	15	5	5	5	90	
1	Barnes & Noble College Booksellers, LLC	4.05	8.00	4.00	4.40	19.75	8.80	12.47	4.23	3.90	4.48	74.08	Yes
2	BibliU Inc	4.70	5.74	3.95	4.03	19.78	8.50	12.15	3.80	4.03	3.95	70.63	Yes
3	Follett Higher Education Group	3.58	7.50	3.70	4.20	15.00	8.65	11.13	4.08	4.30	4.13	66.27	Yes
4	Textbook Brokers	4.70	7.95	4.00	3.60	19.68	8.10	7.82	4.13	3.85	3.53	67.36	Yes
5	Ambassador College Bookstores	3.48	6.20	3.28	2.80	19.33	5.55	6.33	3.68	3.18	3.18	57.01	No

FINAL SCORES

#	Shortlist Vendors	Qualification	Presentation	Financial Review	Final Score
	<i>Total Points</i>	90	30	30	150
1	Barnes & Noble College Booksellers, LLC	74.08	22.75	25.90	122.73
2	BibliU Inc	70.63	23.33	24.40	118.36
3	Follett Higher Education Group	66.27	21.33	21.10	108.70
4	Textbook Brokers	67.36	21.06	19.20	107.62