

ADMINISTRATION RECOMMENDATION/REPORT

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

BACKGROUND

B&N has operated the campus bookstores since June 15, 2007. Although the College is satisfied with B&N's performance, the current contract term was expiring and a new Request for Proposal was issued to ensure the College continues to receive competitive rates and services consistent with current market opportunities. B&N has provided the College a monetary and capital improvement package that will complement and enhance the company's initial \$1.5 million investment in the College's facilities. During the previous contract term, B&N worked closely with the College to control and reduce resource material costs for students. It was important that this focus continue under the new contract.

A request for proposals, Project Number 18-22, was issued to procure bookstore operations. Three (3) responses were received and evaluated by a team consisting of Auxiliary Services, Facilities Services, Business Office, Open Educational Resources, and Dual Credit administrators and staff who determined the proposal submitted by B&N would provide the best benefit to students and 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 commission increased from \$1,000,000 to \$1,300,000 in year one of contract
- Higher commission rates for sales tiers with lower sales requirements
- Provide \$10,000 annual scholarship for students
- Provide \$10,000 annual unrestricted donation
- Provide major reductions in resource materials via the B&N First Day Program
- Price matching for students
- Unrestricted signing bonus of \$700,000
- LED lighting improvements

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure is \$4,000,000, primarily funded from restricted financial aid funds on behalf of students.

MONITORING AND REPORTING TIMELINE

Bookstore operations and revenue are auxiliary operating revenues of the College. B&N will

RFP # 18-22
Regular Board Meeting June 4, 2018
Consideration of Approval to Contract for Bookstore Operations

provide the required reports and commission documentation for the bookstore operations. The initial award term will be for five (5) years, beginning June 15, 2018, with renewal options of three (3) one-year terms.

ATTACHMENTS

Attachment 1 - Tabulation

RESOURCE PERSONNEL

Hilda Boyce	281-991-2627	hilda.boyce@sjcd.edu
Charity Simpson	281-998-6328	charity.simpson@sjcd.edu

Project Name Bookstore Operations
Project Number 18-22
Number of Evaluators 5

Stated Criteria	Criteria Explanation	Total Points Available	Barnes & Noble College Booksellers, LLC	BBA Solutions (BJJ Corporation)	Follett Higher Education Group
Section 1: Textbook Pricing/Affordability/Format Options	Affordability of Textbooks and Available Format Options	140	123.0	83.0	107.0
Section 2: Financial Commitment/Investments	Financial Commitment and Investments for the College	120	117.0	82.0	105.0
Section 3: Management Plan and Approach	Management and technical approach to the scope of services, breadth and depth of the Plan Detail	75	73.0	43.0	57.0
Section 4: Staffing/Personnel	Firm's personnel experience	40	38.0	23.0	33.0
Section 5: Firm Experience/Reputation/References	Firm's references, reputation and experience	20	20.0	12.0	17.0
Section 6: Financial Health of Firm	Firm's financial statements	25	22.5	0.0	17.5
		420	393.5	243.0	336.5
			Total Points Received		

Final Ranking

Vendor Name	Total Score
Barnes & Noble College Booksellers, LLC	393.50
Follett Higher Education Group	336.50
BBA Solutions (BJJ Corporation)	243.00