



July 28, 2021

**TO:** THE DISTRICT BOARD OF TRUSTEES  
OF VALENCIA COLLEGE

**FROM:** KATHLEEN PLINSKE  
President

**RE:** AWARD OF CA 2021-21, CAMPUS STORE LOCKERS

In March 2020 at the offset of the Coronavirus pandemic, Valencia College's independently run Campus Store, which historically used a predominately face to face sales model, was challenged with finding a means to deliver educational materials to students in a timely and safe manner. Recognizing the need for a safer distribution approach, the Campus Store seeks to include parcel lockers as a distribution option. The investment in parcel lockers will provide a distribution option that is safe, contactless and will enable a positive student experience.

A thorough review of available options was completed by Valencia staff to identify products that would meet College and student need. Valencia College evaluated solutions offered by six (6) companies, Bibliotheca, FedEx, Quadient, Inc., Package Concierge, Pitney Bowes, Inc. and Telezygology, Inc. Factors such as pricing, locker configuration, software compatibility, maintenance plan options, and higher education experience were considered. The College determined that Quadient, Inc. uniquely provides the functionality and technical requirements needed by the College.

In accordance with applicable law and College policy, Valencia leveraged State of Florida Contract 44102100-17-1, *Mail Processing Equipment*, to obtain the best possible price with its contracted vendor, Quadient, Inc. for a cost of \$385,027, which includes the first year of the recurring annual software and maintenance costs. The project will be funded by Higher Education Emergency Relief Funds (HEERFII)/ Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA).

**RECOMMENDED ACTION:**

The President recommends that the District Board of Trustees of Valencia College to enter into an agreement with Quadient, Inc. for the purchase of parcel lockers, as presented.

A handwritten signature in black ink that reads "Kathleen Plinske".

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President