

## **REQUEST FOR BOARD ACTION**

### **HENDERSON COUNTY BOARD OF COMMISSIONERS**

**MEETING DATE:** November 15, 2023

**SUBJECT:** Purchase and Installation of Cosmetology Cabinetry

**PRESENTER:** Bryan Rhodes, Capital Projects Construction Manager

**ATTACHMENTS:** Yes

1. Vendor Proposal
2. N.C.G.S 143-129 (e)(6)
3. BRCC Letter of Justification for Sole Source
4. BRCC Request for Waiver of Completion

#### **SUMMARY OF REQUEST:**

The Board is requested to approve the attached proposal and authorize staff to proceed with the procurement and installation of salon cabinetry for the BRCC Cosmetology Department (phase 5) as detailed in the BRCC MRTS Sink Building Esthetics Upgrade Planned Project via the sole source exception as allowed under NC G.S 143-129 (e)(6). As a sole source contract with County government, approval of this agreement by the Board of Commissioners is required.

The sole proposal was received from Collins Manufacturing Company for a total price of \$34,595.65. The BRCC Cosmetology Department has had three previous renovation projects all using Collins Manufacturing Company Salon Cabinetry and would prefer to have the identical salon cabinetry provided for this phase, to match the existing salon cabinetry for an esthetically pleasing environment. The salon cabinetry stations, and cabinetry were custom designed and built to fit the needs of the students, the layout for the department, and to allow for a proper learning setting for the future.

The purchase and installation of the Cosmetology Salon Cabinetry is a part of the BRCC FY23/24 MRTS Planned Projects budget.

#### **BOARD ACTION REQUESTED:**

The Board is requested to accept the proposal from Collins Manufacturing Company and authorize Henderson County staff to proceed with the purchase and installation of the Cosmetology Cabinetry, for the BRCC MRTS Sink Building Planned Project using the sole source exception, as allowed under NC G.S. 143-129 (e)(6).

#### **Suggested Motion:**

*I move the Henderson County Board of Commissioners award the contract for the purchase and installation of Cosmetology Cabinetry to the sole bidder, Collins Manufacturing Company for \$34,595.65 and authorize staff to proceed with the purchase using the sole source exception to formal bidding, as allowed under NC G.S. 143-129 (e)(6).*



2000 Bowser Rd  
Cookeville, TN 38506  
Phone (800)292-6450 Fax (931) 528-5472

**Prepared Date** September 20, 2022  
**Quotation #** 5169-092022-01  
**Revision Date** October 31, 2023  
**Revision #** 5  
**Sales Order #**  
*Quotation valid until:* Jan 29, 2024  
*Prepared by:* Mac McAllister  
*Lead Source:* Call In

**Quoted To:**  
HENDERSON COUNTY  
ATTN: THAD NINNEMANN  
BRCC MARSHALL MORRIS  
110 KING STREET  
HENDERSONVILLE, NC 28792  
E: [MARSHALLM@BLUERIDGE.EDU](mailto:MARSHALLM@BLUERIDGE.EDU)  
**Comments or special Instructions:**  
CABINETS PRICED IN STANDARD MOSAIC LAMINATES

**Project Name:**  
BLUE RIDGE CC - AESTHETICS ROOM

**Ship To:**  
BLUERIDGE COMMUNITY COLLEGE  
180 W. CAMPUS DR  
FLAT ROCK, NC 28731-4728

Qty	Part #	Description	Unit	Extended
1	SOCC!	<b>MAIN CABINET</b> - 'L' SHAPED AESTHETIC STORAGE CABINET WITH 2 SINKS, UPPER STORAGE CABINETS WITH ADJUSTABLE SHELF, LOWER DRAWERS WITH STORAGE CABINETS BELOW WITH ADJUSTABLE SHELF - CENTER SECTION OF LONG LOWER CABINET WITH DRAWERS ALL THE WAY DOWN - TOE KICK 4.5" H X 3.75"D - LOWER SECTION 18'5"W X 2'1"D X 36"T & 8'2.25"W X 2'1"D X 36"T - UPPER SECTION 18'5"W X 1'D X 2'10"T - SINK INTERNALS 18"W X 14"D X 7"T	\$ 11,625.00	\$ 11,625.00
1	SOCC!	<b>SECONDARY CABINET</b> - MIXING CABINET WITH SINGLE SINK TO LEFT SIDE ON BOTTOM CABINET W/ DUAL DOORS BELOW - FAR RIGHT SIDE OF LOWER SECTION WITH DUAL DRAWERS & STORAGE DOOR BELOW - MIDDLE OF LOWER SECTION WITH A SET OF DRAWERS ALL THE WAY DOWN - UPPPER SECTION WITH STORAGE DOORS & ADJUSTABLE SHELVES - LOWER SECTION 6'11"W X 2'1"D X 36"H - UPPER SECTION 6'11"W X 1'2"D X 2'10"H - TOE KICK AT 4.5"H X 3.75"D	\$ 3,640.00	\$ 3,640.00
2	SOCC!	<b>STORAGE CABINET 1</b> - GENERAL STORAGE CABINET WITH DUAL DOORS OPENING TO ONE OPENING WITH 5 ADJUSTABLE SHELVES - MEASURES 4'W X 1'D X 5'T	\$ 2,092.00	\$ 4,184.00
1	SOCC!	<b>FACIAL ROOM CABINET - A</b> - UPPER STORAGE SECTION WITH DUAL DOORS OPEN TO SINK CUBBIE WITH ADJUSTABLE SHELF - LOWER SECTION W/ DRAWERS & BELOW THE DRAWERS A STORAGE DOOR (2) W/ ADJUSTABLE SHELF BOTTOM: 12'W X 1'D X 3'3"T / TOP: 12'W X 1'D X 2'10"T	\$ 4,888.00	\$ 4,888.00
1	SOCC!	<b>CORNER SINK</b> - SMALL CABINET THAT GOES BETWEEN 2 WALLS WITH SMALL 15"W X 15"D X 6"T STAINLESS STEEL SINK - DUAL ACCESS DOORS FOR PLUMBING ACCESS-CABINET MEASURES 2'1.25"W X 2'1.25"D X 2'11.75"T-TOE KICK 4.5"H X 3.75"D	\$ 1,046.00	\$ 1,046.00
1	SOCC!	<b>NEW ROOM DISPENSARY</b> - CABINET WITH LARGE SINK TO LEFT, 2 ROWS OF DRAWERS AND THEN 2 DOUBLE DOOR STORAGE SECTIONS W/ SINGLE DRAWER ABOVE EACH DOOR-TOP TO HAVE 4 DOUBLE DOOR STORAGE SECTIONS W/ SHELF ON THE INSIDE - BOTTOM: 9'1"W X 2'1"D X 3'T / TOP: 9'1"W X 1'2"D X 2'10"T	\$ 4,974.00	\$ 4,974.00

<b>Note:</b> 1. Please reference quotation number and revision number listed in top right hand corner when ordering.			<b>Sub-Total</b>	\$ 30,357.00
2. Quotation is based on the use of laminates from Collins standard laminate selections unless noted otherwise.			<b>Blanket Wrapped Direct LTL delivery</b>	\$ 1,825.00
3. Purchase order required to place order and balance is due after delivery.			<b>Approximate Sales Tax</b>	\$ 2,413.65
			<b>Grand Total</b>	\$ 34,595.65

**Approximate Lead Time To Ship After Receipt of Deposit to Order (ARO)** **10-12 WEEKS**

If you have any questions concerning this quotation, contact:  
**Mac McAllister @ 919.771.4104 / email: [mac@collins.co](mailto:mac@collins.co)**

**Customer Signature:** \_\_\_\_\_

## Exceptions to State Competitive Bidding Requirements For North Carolina Local Governments

Exception	Applies To:	Description	Board Approval Required?	Other Requirements
<b>Purchases</b>				
<b>Purchase from other units of Government</b> G.S. 143-129(e)(1)	Informal and formal purchases and leases	Purchase directly from another unit of federal, state, or local government anywhere in the U.S.	No	None
<b>Emergency</b> G.S. 143-129(e)(2)	Informal and formal purchases and construction/repair	Present, immediate, and existing special emergency involving public health and safety of people or property	No	None
<b>Fuel Purchase</b> G.S. 143-129(e)(5)	Informal and formal purchases	Purchase of gasoline, diesel fuel, alcohol fuel, motor oil, fuel oil, or natural gas	No	Informal bidding requirements apply to purchases costing \$30,000 or more (including purchases over \$90,000)
<b>Sole Source</b> G.S. 143-129(e)(6)	Informal and formal purchases	Available when (1) performance or price competition is not available; (2) product is available from only one source; or (3) standardization or compatibility is the overriding consideration	Yes	None
<b>Group Purchasing Program</b> G.S. 143-129(e)(3)	Informal and formal purchases	Competitive bidding process by a formally organized program offering discount prices to at least 2 public agencies	No	None



November 1<sup>st</sup>, 2023

**Letter of Justification**  
**for Storage Cabinets and Furniture in Cosmetology Esthetics**

The cabinets that are to be ordered for Cosmetology's Esthetics need to come from the same manufacturer as the previous Cosmetology stations that have been ordered for Phase 1, Phase 2, Phase 3 and Phase 4. They need to match the previous orders to create an esthetically appealing environment. The stations were custom designed and built to fit the needs of the students, and the layout of the department, to allow for a proper learning environment for the students.

These stations have a much higher quality and are designed to last for many years to come. It is a good investment in the Cosmetology department to help the program move forward and grow.

Phase 1



Phase 2



Phase 3

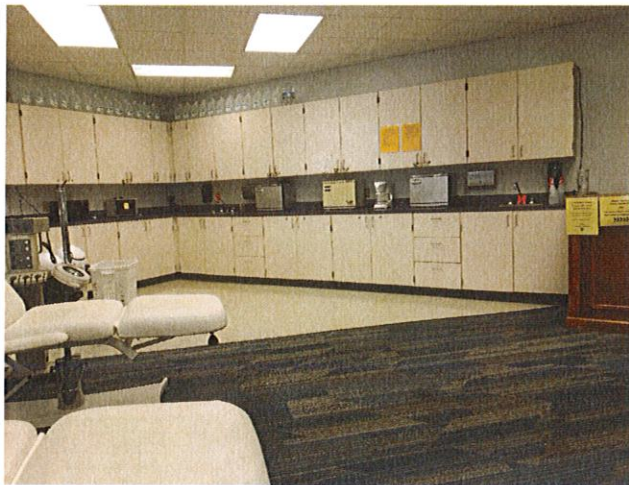


Phase 4





Proposed Phase 5



Thank you,

Darlene Cope

*Darlene Cope*

Cosmetology Director/Lead Instructor  
Blue Ridge Community College



November 1<sup>st</sup>, 2023

Henderson County  
Attn: Bryan Rhodes  
Capital Projects Construction Manager  
100 King Street  
Hendersonville, NC 28792

To whom it may concern:

Blue Ridge Community College is requesting a waiver of competition as allowed by 01 NCAC 05B .1401. We would like to request a Waiver of Competition where standardization of compatibility is the overriding consideration. The cabinets for the Cosmetology Esthetics expansion need to be custom constructed by the same manufacturer, Collins, to be compatible with our existing stations.

This purchase for the Cosmetology Esthetics area is a further expansion of the Cosmetology program. There have been 4 previous phases of remodeling in Cosmetology. These were in 2014, 2015, 2017 and 2022. All 4 previous phases exclusively used salon stations, cabinets and furniture custom built by Collins. The first 3 of the previous purchases were Requests for Quotes - Waiver of Competition and were approved by the NC State Purchase and Procurement. The 4<sup>th</sup> purchase was approved by the Henderson County Board of Commissioners on January 3<sup>rd</sup>, 2022.

The style and the finish need to match exactly the existing stations. The existing stations were custom built for our Cosmetology salon by Collins. Collins is one of the leading manufacturers of salon equipment and specializes in this.

A letter from Ms. Darlene Cope, Director/lead Instructor for Cosmetology is included in our procurement package for this purchase. Ms. Cope's letter discusses the need for this equipment in her lab.

Thank you,

Marshall Morris

A handwritten signature in blue ink, appearing to read "Marshall Morris", is written over the printed name.

Capital Project Coordinator  
Blue Ridge Community College  
(828) 329-6148

Henderson County Campus  
180 West Campus Drive  
Flat Rock, NC 28731  
828.694.1700

Transylvania County Campus  
45 Oak Park Drive  
Brevard, NC 28712  
828.883.2520

Health Sciences Center  
805 6th Avenue West  
Hendersonville, NC 28739  
828.694.1700