

April 21, 2022

22-104

CONTRACT APPROVAL FOR SYLVANIA CAMPUS  
COLLEGE CENTER ROOF REPLACEMENT DESIGN TO  
OH PLANNING & DESIGN

PREPARED BY: John MacLean, Finance & Procurement Manager, Planning  
& Capital Construction

FINANCIAL  
RESPONSIBILITY: Linda Degman, Director, Planning & Capital Construction

APPROVED BY: Eric Blumenthal, Vice President, Finance and  
Administration  
Mark Mitsui, President

STRATEGIC THEME: Enterprise: Cultivate a long-term sustainable college  
enterprise

REPORT: The 2017 Bond Program included funding for Deferred  
Maintenance Projects across the District.

Planning & Capital Construction staff, in conjunction with  
Facilities Management Services, have determined that the  
Sylvania Campus College Center Building (CC) requires a  
new roof and associated mechanical upgrades. The existing  
roof has multiple leaks and has reached the end of its  
useful life.

On December 10, 2021 the Request for Proposals (RFP)  
was advertised in the Daily Journal of Commerce, State of  
Oregon (OregonBuys), Portland Observer, and the Portland  
Business Tribune. In addition, P&CC staff reached out to all  
identified COBID registered firms who could provide these  
services. At the proposal closing time of 2:00 PM January  
24th, 2022, the College received five (5) proposals. Two (2)  
were from firms registered with Oregon COBID.

P&CC staff reviewed the proposals and carried out an  
interview process with selected finalists.

P&CC staff selected OH Planning & Design and entered  
into contract and fee negotiations. A preliminary fee of  
\$140,000 was agreed to enable planning and full costing to  
proceed. OH has now submitted a complete fee proposal  
which P&CC staff have reviewed and recommend

acceptance. The total fee, including optional supplemental services to be added if required, is \$915,010

OH Planning & Design is a WBE registered with Oregon COBID. Including subconsultants it is expected that 75% of the contract value will go to COBID certified firms.

**RECOMMENDATION:** That the Board of Directors authorize PCC to execute a contract with OH Planning & Design for the Sylvania Campus CC Roof Replacement for up to \$1,006,511 which includes a 10% contingency. Funding will be from 2017 Bond funds.