

April 21, 2022

22-109

CONTRACT APPROVAL FOR SYLVANIA CAMPUS
WAYFINDING SIGNAGE DESIGN TO BORA
ARCHITECTS

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 site
improvements at the Sylvania Campus.

Planning & Capital Construction staff determined that the existing wayfinding signage at the Sylvania Campus no longer met user requirements and needed to be replaced.

For design services expected to be between \$100,000 and \$250,000 College Procurement Rules allow the use of an informal RFP process. On February 14, 2021 P&CC staff sent the RFP to eighteen (18) firms that were identified as having the capacity to perform this work. Nine (9) of these firms were registered with Oregon COBID. At the RFP closing date of March 18th, 2022 two (2) responses were received. Neither responder was a COBID certified firm.

P&CC staff reviewed the proposals and selected BORA Architects to enter into contract and fee negotiations. A fee proposal of \$157,000 has been submitted which P&CC staff have reviewed and recommend acceptance.

BORA does not intend to use any subconsultants for this project but are aware of PCC's COBID goals if the need arises.

RECOMMENDATION: That the Board of Directors authorize PCC to execute a contract with BORA Architects for the Sylvania Campus Wayfinding Signage Design Services for up to \$172,700 which includes a 10% contingency. Funding will be from the 2017 Bond funds.