

October 18, 2012

13-038

ACCEPT PROPOSAL AND AWARD CONTRACT FOR
OWNER PROJECT ASSISTANCE SERVICES TO DAY
CPM SERVICES

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FINANCIAL
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REPORT: The College has a need to hire a consultant with the knowledge and expertise of providing owner project assistance for the Bond program. The successful proposer will provide pre-construction, construction and post-construction services which include but are not limited to: planning; commissioning coordination; review design documents; coordinate work and attend meetings with Campus Project Managers (PMs) and existing College contractors; report and document issues related to deviation from designs/specifications; develop system manuals; assist PMs in troubleshooting; documentation of solutions to problems; collect/track closeout documents; setup building operations and systems training; and other required services. The estimated cost for this work will exceed the \$150,000 threshold, which requires a formal solicitation process (BA 09-066).

On June 22, 2012, the Request for Proposals (RFP) was advertised in the Daily Journal of Commerce, State of Oregon (ORPIN) System and the RFP document was posted on the PCC Solicitation website. A total of fifty-two (52) companies registered and obtained a copy of the RFP (11 Oregon certified MWESB firms and 5 plan centers). By the deadline of 2:00 P.M., July 27, 2012, the College received twelve (12) proposals. These written proposals were reviewed and evaluated by committee members based on these criteria: project understanding, project approach, team/individual capabilities and

expertise, approach/work plan and fee structure. The written proposal scores were tabulated and the three (3) highest scoring proposers were selected as the finalists and were invited for an oral interview. The committee members evaluated and scored each of the finalists based on the response to questions clarifying areas of their proposals, perspectives/approach, and overall presentations. The award recommendation was given to proposer with highest interview score. Below is the list of the proposer's names and their final evaluation scores:

<u>Proposers</u>	<u>Written Scores</u>
Inici Group, LLC	325
Day CPM Services	314
Heery	308
Hill International	283
TS Construction*	259
Nelson Capitol Construction*	249
O'Brien Construction	247
CMTS	243
Industrial Projects Consulting*	232
NW Construction Management*	229
Jones Lang LaSalle	212
Currie & Brown	187

<u>Finalist</u>	<u>Interview Scores</u>
Day CPM Services	432
Inici Group	409
Heery	369

*Oregon Certified MWESB firms

RECOMMENDATION: That the Board of Directors accept the proposal and award the contract to Day CPM Services to provide owner project assistance for the College Bond Program. The contract will be valid for up to five (5) years or through 2017. The estimated cost for this contract is \$1 million for the entire term of the contract. Funding will be from the 2008 Bond Program.