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13-149

RATIFY CONTRACT AND AUTHORIZE CONTINUED
USE OF THE INTER-GOVERNMENTAL
COOPERATIVE CONTRACT FOR THE ACQUISITION
OF PODIUMS, PROJECTORS, WIRELESS DATA
POINTS AND RELATED TECHNOLOGY WITH OETC

PREPARED BY: Avelina Gulmatico, Bond Procurement Coordinator

FINANCIAL
RESPONSIBILITY: Linda M. Degman, Director, Bond Program

APPROVED BY: Wing-Kit Chung, Vice-President, Administrative Services
Randy McEwen, District Vice President
Dr. Preston Pulliams, District President

REPORT: Classroom podiums were developed as a technology standard in the 2000 Bond. The standard teaching podium in classrooms includes a computer that provides an internet connection, and equipment that controls the overhead audio/visual projection. Podiums provide faculty with a similar teaching experience between classrooms and across campuses. Wireless data points are installed throughout the college to establish communication between the various components and the network. In 2010, the current Podium Project was launched through the 2008 Bond Program to add a podium to remodeled classrooms and classrooms previously without podiums. In 2012, the Digital Conversion project began upgrading existing podiums to the new digital standard, which was adopted in 2011.

PCC is a member of the Organization for Educational Technology & Curriculum (OETC). OETC is non-profit corporation formed by educational institutions to increase the efficiency of processes by which those institutions make technology and curriculum-related purchases. OETC represents over 900 educational institutions and is governed by a Board of Directors comprised of teachers and administrators from the northwest and Alaska. In 2010, OETC awarded a competitive bid for complete podium systems, (current contracts are valid through April, 2014.) The OETC podiums included all of the

equipment we were previously purchasing individually as a pre-assembled podium. Purchasing podiums and related equipment from OETC streamlined the college's podium procurement and installation process.

Since 2010, as a part of the ongoing 2008 Bond program, podiums and related equipment have been purchased for new building classrooms and remodeled classrooms, along with upgrading old technology (Digital Conversion) for various classrooms at Sylvania, Rock Creek, Cascade, Newberg, and Southeast Center from OETC.

The total spending on podiums and related equipment since 2010 has been \$616,150. The majority of spending has been for smaller individual renovation projects at multiple classrooms around the district that are not part of new construction efforts. All of the purchases for each of these podium projects to date have been individually under the \$150,000 threshold, for which no Board approval is required; however, cumulatively over several years the aggregate amount is over the \$150,000 threshold. Due to the fast paced timeframe, separate management of these projects, the five-year envisioned project duration, and the smaller dollar amount of each unit the cumulative total expenditures on the podiums will rise to a level that if taken together requires Board approval. Due to all these factors we are now asking the Board to ratify those previous purchases.

Remaining podiums and related equipment purchases to complete the balance of the projects including retrofits in existing classrooms, digital upgrades, and classrooms in new buildings is estimated at \$2,285,190, which exceeds the \$150,000 threshold, and requires the Board of Directors approval.

All the Podium purchases and upgrade projects combined are estimated to total \$2,901,340 over the life of the 2008 Bond TSS work.

TSS staff anticipates using OETC for the majority of the remaining podium purchases. There might be circumstances where classroom requirements will necessitate a different system.

The College Procurement Rules (CCR 214) allow the use of cooperative contracts such as has been negotiated by OETC without issuing a competitive process (which would duplicate what OETC has previously done)

RECOMMENDATION: That the Board of Directors ratify the contract and authorize staff to continue using an inter-governmental contract with OETC for the remaining acquisition of podiums. The estimated total cost for all projects is \$2,901,340 (includes \$616,150 previously spent and an estimated \$2,285,190 to spend this fiscal year through 2015). Funding will be from the 2008 Bond Fund.