

May 21, 2015

15-128

ACCEPT PROPOSALS/AWARD CONTRACTS FOR
ELECTRICAL MAINTENANCE AND LOW VOLTAGE
SERVICES

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REPORT: The College has the need to contract with qualified contractors to provide electrical maintenance and low voltage services as needed for small tenant improvements, emergency services and specialty projects. It is the College's intent to select two (2) contractors to provide these services.

These services are needed to support the development and completion of the College's annual capital and maintenance project plans; and other electrical services as requested.

A Request for Proposals (RFP) for these services was issued and made available to all interested firms on February 25, 2015. The RFP was advertised in the Daily Journal of Commerce, on the State of Oregon Procurement Network (ORPIN), and on the PCC Solicitation website. A total of twenty-three (23) vendors, which included contractors; consultants; plan centers; and other interested parties, five (5) of which indicated to be MWESB firms, registered and downloaded a copy of the RFP document.

The RFP stipulated that the award will be made to the bidder(s) whose bid results in the lowest overall ownership cost or "best value" as it is determined by ORS 279.015(5), and based upon the evaluation criteria listed below. The evaluation may result in the awards being made other than to the lowest priced proposals.

A total of four (4) proposals were received by the due date of April 8, 2015 in response to the RFP.

Proposals were reviewed and rated by an evaluation committee made up of seven (7) PCC employees, based on the following criteria: Qualifications of Staff; Experience working with schools or public agencies; Experience with projects of similar scope and size; Availability and Reliability; Resources and ability to meet deadlines; Company's safety program; Fee Structure; and Ability to respond to emergency needs.

Proposals were received from the following companies:

<u>Company</u>	<u>Points</u>
EC Electrical Construction Co.	947
Cherry City Electric	909
Cochran, Inc.*	792
NEC Northwest Electrical Contractors*	706

Note: * Oregon Certified MWESB firms.

The evaluation committee recommends awarding contracts to EC Electrical Construction Co. and Cherry City Electric.

RECOMMENDATION:

That the Board of Directors accept the proposals from, and award contracts to EC Electrical Construction Co. and to Cherry City Electric, to provide Electrical Maintenance and Low Voltage Services. The total annual expenditure for these services is estimated at \$300,000. The initial contract period will commence May 22, 2015 (or as soon as possible after the contracts are negotiated) and end May 31, 2018 subject to renewal on an annual basis, beginning June 1, 2018 through May 31, 2020. The contracts shall not exceed five (5) years or a combined total of \$1,500,000. All expenditures for these services will be from the General and Capital Funds.