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AUTHORIZE THE DEPARTMENT TO CONTRACT WITH CONTRACTORS AND SUPPLIER FOR THE SYLVANIA CAMPUS PERFORMING ARTS CENTER MINOR REMODEL

PREPARED BY: Avelina Gulmatico, Procurement Coordinator, Bond Program

FINANCIAL RESPONSIBILITY: Tony Ichsan, Director, Facilities Management Services

APPROVED BY: Jim Langstraat, Vice President, Finance and Administration  
Sylvia Kelley, Interim President

REPORT: The College has a need to hire contractors and supplier to work on a minor remodel at Sylvania Campus Performing Arts Center (PAC) Auditorium. The scope consists of demolition and replacing existing auditorium seating area, re-finishing and re-upholstery of existing auditorium benches, replace carpets, painting, replacing house lighting systems and ceiling work lights. The PAC was built in 1994 and the auditorium is used to hold special College functions including productions, performances and events throughout the year. It is also rented publicly to hold other community events. Because of the amount of foot traffic in and out of the auditorium area, it is now requiring a much needed remodel to accommodate the greater need. Some of the seats are broken, which could cause fire exit issue. The paint is showing wear and tear on the railings. There are several areas in the carpet lobby that are torn and raised, which is a potential hazard to the public. And the electrical system is in need of upgrade and repair. The electrical system failed several times in the last few months with each incident requiring risk and safety intervention. With all the work to be done in the auditorium, the estimated cost exceeds \$150,000 threshold which will require solicitation process and Board of Directors approval.

With this request, the FMS Department would like authorization to contract with the following contractors and supplier:

- 1) Workpointe (also known as Diversification, Inc) is a furniture supplier company. They will furnish, install and delivery auditorium seats. They will also provide demolition services of existing seats and refinishing of benches. The cost is \$98,000. FMS Department will be using the Oregon State

University cooperative contract, the terms and conditions are based on contract #JF162266P, valid through December 2, 2016. The use of an existing inter-governmental cooperative contract is allowed without a competitive process per College Procurement Rule, CCR 214.

- 2) Cedar Mill Construction Company will provide the general contracting services. They will be coordinating the existing seats demolition, delivery and installation of new auditorium seats; provide carpet materials and installation; painting; repair sub floor area; and coordinate work with other hired contractors as needed. The cost is \$71,000. The FMS Department issued a request for quote on March 22, 2016 and invited eight (8) contractors (of which, 2 contractors are State certified MWESB) to provide cost. Within the deadline of April 7, 2016, three (3) contractors submitted an offer: Cedar Mill Construction, Pacificmark Construction (MWESB) and TS Gray Construction. After careful review, Cedar Mill was selected based on lowest quote.
  
- 3) Hollywood Lights Inc, an electrical company who specializes in production and stage lighting work. They will provide services to upgrade the backbone system which includes sensor racks with dimmer modules, emergency bypass detection system; provide new system integrated LED aisle lighting for aisle ways, sides steps and other areas; a house lights upgrade with LED Fresnel in 3000k, c-clamp, safety cable, DMX cable and powercon input cable and powercon jumper cable. The estimated cost is \$160,000 (includes labor and materials). FMS Department would like to contract with Hollywood Lights Inc, as a sole source provider, this is based on the past work they have done in the PAC. Hollywood Lights have been instrumental in helping staff in solving PAC electrical issues in the past several months. With the immediate need to fix current electrical issues and Hollywood Light's knowledge of existing electrical design and infrastructure at PAC, it will not be feasible and cost effective to process a solicitation at this time. FMS Department had done their due diligence and acquired quotes in the past for same type of work, it seems the vendor sources for stage and production lighting services is very limited in the Portland metro area. Hollywood Lights is always available to respond to College's request with good price and provide an exceptional services. The sole source contracting is allowed based on

ORS279.075.

RECOMMENDATION: That the Board of Directors authorize the department to issue contracts with Workpointe Inc (\$98,000), Cedar Mill Construction (\$71,000) and Hollywood Lights (\$160,000) for the completion of the minor remodel at Sylvania Campus Performing Arts Center Project, combined contract amount of \$329,000 plus 10% contingency. The contract total for the PAC Minor Remodel Project is \$361,900. Funding is covered by FMS Capital Fund, SY Dean of Instruction, and Visual & Performing Arts.