

August 11, 2017

18-026

ACCEPT PROPOSAL AND AWARD THE CONTRACT FOR
FACILITIES MANAGEMENT SERVICES (FMS)
CONSTRUCTION PROJECT MANAGEMENT
ASSISTANCE TO PLAN B CONSULTANCY

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FINANCIAL
RESPONSIBILITY: Tony Ichsan, Director, Facilities Management Services

APPROVED BY: Jim Langstraat, Vice President, Finance and Administration
Mark Mitsui, College President

REPORT: The College has a need to hire a qualified firm to assist Facilities Management Services (FMS) Planning, Design, and Construction (PDC) team in managing projects and project completion/closeout services. This service is essential in support of various level projects, including minor capital projects (< \$1,000,000) where FMS-PDC typically has concurrently 40 to 50 active projects. These projects consist of mostly tenant improvement or general construction at all campuses/centers. The successful proposer will provide any or all of the following services required to manage multi-disciplined projects with various delivery methods, quantity survey, oversight commissioning services, experience with mechanical-electrical-plumbing projects, coordinating operations and maintenance projects, quality assurance control, assistance with furniture/fixtures/equipment acquisition and installation, moving coordination, closeout/warranty documentation and troubleshooting. The estimated cost for this service exceeds the \$150,000 formal threshold and will require a formal solicitation process and approval from the College Board of Directors.

On June 21, 2017, a Request for Proposal (RFP) was released and advertised on Daily Journal of Commerce, State of Oregon ORPIN vendor system, and posted on PCC Solicitation website. A total of twenty-six (26) firms and plan centers registered/received a copy of the RFP, of which six (6) are Oregon Certified Minority, Women-owned, Emerging Small Business (MWESB) firms. On July 6, 2017 at 11:00

A.M., proposal deadline, the College received five (5) proposals. The committee members, consists of internal Department staff, evaluated and scored all the proposals. The committee decided to interview all proposers. The award decision is given to proposer with highest interview and fee scores. Below is a list of proposer's name and their final evaluation scores:

Proposer's name:	Final Evaluation Scores:
Plan B	496
AECOM	489
Klosh Group*	483
Inici Group	484
Day CPM	461

*Note: An Oregon Certified MWESB firm

After careful review, Plan B's proposed individual is the best fit for the College's needs. In addition, Plan B's proposed fee is the lowest of all the proposers.

RECOMMENDATION: That the Board of Directors authorize the recommendation to accept proposal and award the contract to Plan B Consultancy to provide FMS Construction Project Management Services. The contract is valid, initially, for one (1) year with an option to renew, annually, for an additional two (2) years period. The contract is for an estimated total of \$147,000 annually (a possible \$441,000 for the 3 years period). The funding is covered by the FMS General Fund.