

August 23, 2018

19-019

GRANT AUTHORITY FOR SPECIAL PROCUREMENT
FOR CONSULTING SERVICES FOR LIGHTHOUSE
CONSULTING, INC. AND MICHAEL GAUDETTE FOR
THE 2019 US DEPT OF EDUCATION,
STRENGTHENING INSTITUTIONS, TITLE III GRANT
PROJECT

PREPARED BY: Tina Parkvold, Buyer/Contract Specialist, Purchasing

FINANCIAL
RESPONSIBILITY: Vanessa Wood, Director, Grant Development
Sylvia Kelley, Executive Vice President

APPROVED BY: Sylvia Kelley, Executive Vice President
Mark Mitsui, College President

REPORT: The College has a need to hire a consultant who provides comprehensive consulting services to assist with our 2019 US Department of Education (DOED), Strengthening Institutions, Title III Grant. A consultant will assist with: establishing PCC's eligibility for a Strengthening Institutions grant, developing a successful application, submitting the application and managing the implementation of the funded project.

Title III grants help eligible IHEs to become self-sufficient and expand their capacity to serve low-income students by providing funds to improve and strengthen the academic quality, institutional management, and fiscal stability of eligible institutions.

Title III grants are highly competitive and have become extremely specialized and technical since the last time PCC applied. All DOED grants, but especially Title III, have added new priorities, particularly tying the program design to research. The PCC Grants Office has determined that hiring a Title III consultant will give PCC a competitive advantage and increase our odds of success.

As this request exceeds \$150,000.00, Board approval is required. In addition, the special procurement procedure requires the Board, acting as the Contract Board to grant

authority to for a Special Procurement. Staff explored the web for a pool of other consultants and researched the possibility of utilizing a Certification Office for Business Inclusion and Diversity (COBID) registered vendor by directly contacting COBID and could not locate anyone that identified as having specific expertise with Title III grants and consulting. Therefore, it has been determined that (a) Is unlikely to encourage favoritism in the Awarding of Public Contracts or to substantially diminish competition for Public Contracts; and (b) (B) Otherwise substantially promotes the public interest in a manner that could not practicably be realized by complying with Procurement requirements that would otherwise be applicable to the Procurement under Division 47 of these Rules

Lighthouse Consulting, Inc. and its President, Michael Gaudette, is the only Title III consulting company with the experience needed to for this complex application. Over the past three decades, Michael Gaudette has read and edited more than 200 Title III and Title V proposals, evaluated more than 150 Title III and Title V projects in 60 colleges and universities and developed dozens of contacts at the U.S. Department of Education. This extensive Title III and Title V experience combined with Mike's 37 years of experience in community colleges (including instruction and as a top-level administrator) allows LCI to develop competitive proposals with a high rate of funding success.

Pursuant to the college Public Contracting Rule PCC-47-0285(2) and ORS 279B.085, Special Procurements, Portland Community College may enter into a one-time agreement for a single project. Public Notice was posted in the Daily Journal of Commerce on Monday, August 6, 2018. The protest period expired at 4:00pm on August 13, 2018.

RECOMMENDATION: That the Portland Community College Board of Directors, acting as the Contract Review Board, grants authority for a special Procurement and to enter into a one-time contract for a single project with LCI and Michael Gaudette for up to 6 years, not to exceed \$200,000 paid with general funds. The contract will begin no later than September 1st, 2018 and shall end not later than September 30, 2024.