

May 21, 2020

20-146

AUTHORIZATION TO AWARD CONTRACT FOR THE  
ROCK CREEK EVENT CENTER PARKING LOT

PREPARED BY: John MacLean, Finance and Procurement Manager,  
Planning & Capital Construction

FINANCIAL  
RESPONSIBILITY: Linda Degman, Director, Planning & Capital Construction

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

REPORT: The 2017 Bond Program included upgrading the Rock Creek Event Center Parking Lot. The existing gravel lot is not suitable for extended use and will be replaced by a paved lot that includes electric car charging stations, improved lighting, and expanded landscaping.

On April 3, 2020 the Invitation to Bid (ITB) was advertised in the Daily Journal of Commerce, State of Oregon (ORPIN), Portland Observer, and the Portland Business Tribune. In addition, P&CC staff reached out all identified COBID registered firms who could provide these services. A total of thirty-seven (37) firms registered and received a copy of the ITB document. Eight (8) firms were COBID certified. At the proposal closing time of 10:00 AM May 5th, 2020 the College received three (3) proposals of which one (1) was from a firm registered with Oregon COBID.

Proposals were ranked on price with the lowest responsive bidder recommended for the contract.

P&CC staff recommend that the contract be awarded to JH Kelly LLC whose bid of \$1,297,777 was the lowest responsive bid.

JH Kelly are aware of the College target of 20% COBID participation. P&CC staff will work with the contractor to maximize COBID usage.

RECOMMENDATION: That the Board of Directors authorize PCC to award the contract for the Rock Creek Event Center Parking Lot improvements to JH Kelly LLC for a stipulated sum of

\$1,297,777 and contingency of \$129, 778 for a total authorized amount of \$1,427,555. Funding is from the 2017 Bond Program.