

September 20, 2018

19-030

ACCEPT PROPOSALS AND AWARD CONTRACTS FOR  
DISTRICT WIDE OWNER PROJECT MANAGEMENT  
ASSISTANCE

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FINANCIAL  
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REPORT: With passage of the 2017 bond measure, Portland  
Community College (PCC) has a need to hire qualified firms  
to provide Owner Representative/Project Management  
Services and Project Completion/Closeout Assistance.  
Project Management services may include working with  
large teams under contract by the college consisting of  
architectural/engineering firms, contractors,  
testing/inspection firms, sustainability program coordinator,  
commissioning agents, and additional consultants. Services  
may also include managing multiple maintenance projects  
across multiple campuses with tight schedules.

Facilities Management Services also may have a need for  
these services and will use the selected vendors.

On July 25, 2018, the Request for Proposals (RFP) was  
advertised in the Daily Journal of Commerce, State of  
Oregon (ORPIN), Portland Observer, and the PCC  
Solicitation Website. A total of twenty-five (25) vendors  
registered and received a copy of the RFP document and  
two (2) plan centers. Of the twenty-five (25) vendors,  
seven (7) are Oregon certified MWESB firms. At the  
proposal closing time of 2:00 P.M., August 13, 2018, the  
College received seven (7) proposals. Two (2) of the  
proposers are MWESB firms. The vendor proposals  
were evaluated based on their fees, project scheduling  
and coordination, firm background, experience of key  
personnel, MWESB experience, and firm references.

The written proposal scores were tabulated and the three (3) highest scoring proposers were invited for an oral interview.

Vendors:	Total Points
<b>Day CPM</b>	<b>524</b>
<b>Inici</b>	<b>529</b>
Mears CPM*	414
<b>CBRE/Heery</b>	<b>525</b>
WT Partnership	430
Plan B Consultancy	488
Klosh Group*	471

\*MWESB

The committee members evaluated and scored each of the proposals based on firm's experience, resources, project approach, fee structure and social responsibility. Below is the list of the proposer's names and their written evaluation scores:

Vendors:	Total Points
<b>Day CPM</b>	<b>531</b>
<b>Inici Group</b>	<b>559</b>
CBRE/Heery	491

**RECOMMENDATION:** That the Board of Directors accept the top two (2) proposals and award a contract to Inici Group and Day CPM. The contract amount is \$750,000 from bond funds and \$250,000 from general and capital fund for a total of \$1,000,000. The term of the contract will be valid for five (5) years. Funding will be from 2017 Bond funds, General Fund, and Capital Fund.