

November 18, 2021

22-056

CONTRACT APPROVAL FOR PROJECT
MANAGEMENT SERVICES TO SUPPORT PLANNING
& CAPITAL CONSTRUCTION TO OTAK INC DBA DAY
CPM

PREPARED BY: John MacLean, Finance & Procurement Manager,
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FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Planning & Capital Construction

APPROVED BY: Eric Blumenthal, VP Finance and Administration
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STRATEGIC THEME: Enterprise: Cultivate a long-term sustainable college
enterprise

REPORT: The College has a need for specialized project management services to support the Public Safety projects that are part of the 2017 bond program. These are complex multi-year projects that impact many buildings across the district. P&CC has a need for a project manager with experience in similar projects. Time is of the essence to bring these services on board as the bond projects need to be completed by June 2023.

At the September 2018 Board Meeting the Board approved BA 19-030 to establish a price agreement for Owner Project Management Services. This was a formal RFP process to identify firms able to provide project management services on as needed basis. Two firms were selected as a result of that RFP.

Planning & Capital Construction requested DayCPM, one of the firms on this agreement, to provide a proposal for these services. The proposed project manager has worked extensively with PCC and has experience in similar projects across the region. Staff have reviewed the proposal and recommend acceptance. The total cost proposed, including reimbursable expenses, is \$475,811 for services through June 30, 2023. This is a maximum price and the College will be invoiced for actual hours used up to this amount.

COBID participation was sought at the time the price agreement was established. Neither successful firm on the agreement is COBID certified.

RECOMMENDATION: That the Board of Directors authorize PCC to execute a contract with OTAK Inc, dba DayCPM for \$523,392 which includes a 10% contingency. Funding will be from the 2017 Bond funds.