

June 16, 2022

22-134

RATIFY AWARD OF CONTRACTS DURING COVID-19  
DECLARED EMERGENCY

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STRATEGIC THEME Enterprise: Cultivate a long-term sustainable college enterprise

REPORT: In accordance with the criteria and authority prescribed in PCC-47-0280, PCC-48-0200(1)(a), PCC-49-0150, and ORS ORS 279B.080, 279C.110(11), an emergency declaration was requested and declared on March 25, 2020 in order to ensure the prompt execution of College contracts to support the continuation of operations. Subsequent extensions were issued July 2, 2020, December 31, 2020, June 30, 2021 and the final extension on December 22, 2021. The final extension was terminated effective April 1, 2022 to coincide with the Governors termination of Oregon's COVID-19 emergency declaration (21-36).

The general circumstances leading to the College declaration included the following: On March 8, 2020, the Governor of the State of Oregon declared by Executive Order No. 20-03 a statewide public health state of emergency due to the outbreak of COVID-19. Thereafter, the World Health Organization declared that the COVID-19 outbreak is a global pandemic, the President of the United States declared the COVID-19 outbreak a national emergency, the Multnomah County Chair signed Executive Rule No. 388 declaring a state of emergency relating to COVID-19 in Multnomah County, and the City of Portland declared a local emergency relating to

COVID-19 within the City of Portland. The Governor subsequently extended the Emergency Declaration and additionally issued Executive Order 20-28 which set minimum standards and requirements for the Operation of Higher Education Institutions during COVID-19.

The spread of COVID-19 caused widespread closures and cancellations in the region and across the country. Public health officials recommended at a minimum isolation and social distancing. The declarations, work from home mandates, isolation, and social distancing did not allow for job site walks, in person pre-solicitation meetings, public opening of Bids or Proposals.

The COVID-19 pandemic event was determined to be not foreseeable and the risk assessment found that a substantial risk of loss, damage, a substantial threat to public health, welfare, safety or interruption of services to staff and students could occur if procurements were not performed and expedited as needed.

As a requirement of the declaration the College Purchasing Manager was required to review and ensure each contract utilized competition that was reasonable and appropriate under the emergency circumstances.

**RECOMMENDATION:** That the Board of Directors ratify the below contracts entered into between March 25, 2020 and April 1, 2022 under the COVID-19 Emergency Declaration as described above.

<b>Vendor</b>	<b>Spend under Emergency</b>	<b>Contract End Date</b>	<b>Description</b>	<b>Notes</b>
Windward Filtration	\$138,358.60	Jun 30, 2021	Merv 13 air filters to meet new requirements	Upgraded to recommended filters to better protect students and staff.
Trane US Inc	\$203,779.00	Nov 30, 2021	College wide Air Balancing services	Multiple contracts (based on a cooperative) for balancing services.
The Gunter Group	\$226,800.00	Mar 15, 2022	Health & Safety Consultant and Project Manager Analyst for COVID-19 reopening plan	Direct Awarded contract for consultant for Environmental Health and Safety
Pence Construction	\$78,504.00	Mar 31, 2021	Rock Creek Isolation Room	Direct awarded to a contractor already on site.
NW Engineering	\$218,845.00	Feb 28, 2022	College wide Air Balancing services	Multiple contracts for HVAC balancing
Northwest Control Company	\$659,875.00	Mar 31, 2022	College wide HVAC controls modifications	Multiple contracts for HVAC controls modification.
Neudorfer	\$111,850.00	Jun 30, 2022	College wide Air Balancing services	Multiple contracts for air balancing
Lease Crutcher Lewis	\$49,432.00	Jan 21, 2021	SY Isolation Room	Direct awarded contract to a contractor already on site.
General Sheet Metal	\$19,879.00	Nov 15, 2021	College wide HVAC Upgrades	Multiple contracts for HVAC upgrades
Cherry City Electric	\$98,932.74	Nov 30, 2021	348-15 Amd 4 & Amd 5. Electrical maintenance & Low Voltage Services.	Price Agreement extended past the identified date of the contract resulting from a Formal RFP.
Cedar Mill Construction	\$6,500.00	Mar 31, 2021	General construction services.	Price Agreement extended past the identified date of the contract resulting from a Formal RFP.
AutoMatic LLC	\$70,800.00 (cost for life of contract)	Jan 12, 2027	Automated Teller Machine (ATM) installation, maintenance and repair	ATM replacements for reopening. Two quotes were obtained.
Atum group	\$883,100.00	Apr 29, 2022	Consulting for compliance with COVID-19 requirements related to in-person instruction. Environmental Health and Safety Planning Consultant, Finance Consultant.	Multiple directly awarded consultant contracts amended beyond threshold. Impractical to change providers due to time constraints and consultant's knowledge of our systems.
3Play Media	\$215,604.00	Mar 31, 2022	Transcription-Captioning Services for Disability Services and Online Learning	Existing Contract was amended due to the increased requirement of remote/ online classes.