

December 15, 2022

23-088

AUTHORIZATION TO INCREASE CONTRACT  
AMOUNT FOR WORKPLACE CHANGE

PREPARED BY: Michael Mathews, Director, Procurement and Contracting

FINANCIAL  
RESPONSIBILITY: Eric Blumenthal, Executive Vice President, Finance and  
Administration.

APPROVED BY: Dr. Adrien L. Bennings, President

STRATEGIC THEME: Workforce: Respond to community and workforce needs  
by developing a culture of agility; Enterprise: Cultivate a  
long-term sustainable college enterprise

REPORT: Portland Community College has identified the need for  
Interim Human Resources Leadership Consultant.

The College requires Human Resources (HR) leadership support while the College recruits for the position of Associate Vice President (AVP) of HR. The AVP of HR position works under broad, administrative direction with responsibility for providing strategic leadership and direction in the planning, implementing, improving, and evaluating the HR department and promoting operational improvements. The position responds to inquiries from College departments, educational institutions, the community, and external agencies and supervises administrative management, professionals, classified, technical/support, and student staff.

The College initially entered into an agreement with Workplace Change to provide this support under an Emergency Declaration from August 16, 2022 until December 31, 2022. In order for Workplace Change to continue providing services while allowing the College the additional time needed to complete a successful search, an amendment is required to extend the end date of the agreement and add additional funding.

There are no firms registered with the US Small Business Administration or the Oregon Certification Office for Business Inclusion and Diversity that are able to support

this contract.

**RECOMMENDATION:** The Portland Community College Board of Directors ratify the original contract placed under the Emergency Declaration and authorizes the College to increase the Contract with Workplace Change by \$140,000.00 for a new cumulative total of \$297,500.00 through April 30, 2023.