



PORTLAND COMMUNITY COLLEGE BOARD OF DIRECTORS

Business Meeting



December 15, 2022



The Board of Directors meetings are held in accordance with open meeting laws and accessibility requirements. If a person with a disability needs assistance in order to attend or participate in a meeting, please notify the Board of Director's Office at least 48 hours in advance by calling (971) 722-4365 or by email at boardmember@pcc.edu, please use ACCESSIBILITY in the subject line.

Board of Directors Goals 2022-2023

Belonging

Strategic Goal: Ensure that the Board of Directors and the President both advance Diversity, Equity and Inclusion in measurable and strategic ways.

- Monitor the recruitment, hiring, and retention of employees of color.
- Monitor the awarding of contracts to D/M/W/ESB/SDV companies.
- Integrate diversity, equity, and inclusion into its policymaking processes and all
- board functions.
- Support a people-centered approach to the well-being of students and staff.

Delivery

Strategic Goal: The board holds itself and the college president accountable for improving equitable student success.

- Monitor semiannual performance on access, retention, and completion rates for all students; while reducing and eliminating disparities in these rates for low-income students and students of color.
- Utilize personal and professional networks to establish new strategic partnerships that bring new resources to the goal of improving outcomes for students (e.g., resources that address student housing and food insecurity, the PCC Campaign for Opportunity, etc.).
- Support the president in Workplace Transformation.

Enterprise

Strategic Goal: Through the development of policy, a strong relationship with the college president and effective public advocacy, ensure that Portland Community College is well positioned to meet the current and future needs of the communities it serves:

- Hire and on-board PCC's 8th President and communicate the PCC governance structure.
- Support successful on-boarding of the president.
- Engage in strategic advocacy with city, county, regional, state, and federal governments.
- Support successful passage for the 2022 Bond Measure.
- Engage in Board development by participating in evaluations, professional development, and training.
- Support the strategies around the accreditation recommendations and actively contribute to a successful accreditation cycle.

Workforce

Strategic Goal: Advocate for workforce development.

- Understand strategic-level workforce data to support the alignment of pathways to close talent and opportunity gaps and move students into quality, livable wage careers, increasing economic mobility.
- Advocate for and support state and federal investments in community colleges to promote equitable workforce development.

The PCC Board of Directors Working Agreement:

- | | |
|-------------------------------------------------------|-----------------------------------------|
| • Treat each other with respect | • Create a positive working environment |
| • Plan agenda thoughtfully/Conduct effective meetings | • Call in/Call out |
| • Listen with an empathetic mind and heart | • Be aware of impact as well as intent |
| • Be prepared | • Stay true to board goals |
| • Be honest, act with integrity | • Stay engaged |
| | • Enable/empower all voices |

Portland Community College
BOARD OF DIRECTORS
PO BOX 19000, Portland, Oregon 97280

December 15, 2022
Sylvania Campus, 12000 SW 49th Avenue, Portland, OR 97219
Streaming Link: <https://portlandcc.zoom.us/j/91837316779>
Or Telephone: +1 719 359 4580 or +1 253 205 0468 or +1 253 215 8782
Webinar ID: 918 3731 6779

AGENDA

- 4:30 PM **EXECUTIVE SESSION** In accordance with ORS 192.660 (2), (a)
employment of a public officer (f) exempt by law from public inspection
- Media Requests to join the Executive Session can be phoned in to
971.722.4365 or emailed to boardmember@pcc.edu by **noon of the
meeting date**. Please use **MEDIA REQUEST** in the subject line.
- 5:30 PM **BOARD DINNER** **OAK/ELM**
- 6:30 PM **BUSINESS SESSION** **CC BUILDING, ROOMS A/B**
Call to Order
- Land Acknowledgment
 - Approval of Agenda — December 15, 2022
 - Approval of Minutes — November 17, 2022
- 6:35 PM **PRESIDENT’S UPDATES**
- President’s Report
 - [Personnel Report](#)
- 6:50 PM **INFORMATION SESSIONS**
- ENTERPRISE:** Cultivate a long-term sustainable college enterprise
- Annual Comprehensive Financial Report and Audit Opinion—Dina Farrell, Jim Crofts, Kristin Diggs
 - [FY22 Annual Financial Report Preparation and Audit](#)
 - [Portland Community College 2022 Audit Results](#)
 - [2023 Policy Priorities](#)—Sage Learn
- DELIVERY:** Redefine time, place, and systems of educational delivery to
create a more learner-centric ecosystem
- [College Enrollment Planning Update](#)—Ryan Clark and Bridget Jones
 - [Review Campaign Results and Discuss Key Takeaways](#)—
Rebecca Ocken and Greg Harris

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BELONGING: Provide training to all employees to develop competencies in principles of intercultural communication, systemic racism and social oppression, and culturally responsive practices that support our students and each other

- [HR/ OEI Integration](#)—Serilda Summers-McGee

8:50 PM

PUBLIC COMMENT ON AGENDA ITEMS

Persons wishing to make public comment on agenda items can request a time slot by using this [link](#). Details and directions can be found at the link. Deadline for signups: Wednesday, December 14 at 5:00 pm.

9:05 PM

CONSENT AGENDA: (All items will be approved by consent agenda unless an item is withdrawn by request of a member of the Board. A separate motion will then be required to act on the item in question.)

	<u>RETIREES</u>	<u>Page</u>
23-082	Commendation of Retiring Employee – Langley, Robert (26 Years).....	160
23-083	Commendation for Retiring Employee- Charles Magers (22 Years).....	161
23-084	Commendation for Retiring Employee- Michelle Samuel (12 Years).....	162
23-085	Commendation for Retiring Employee- Susan Stephanson (25 Years).....	163
	<u>BIDS AND CONTRACTS</u>	
23-086	Contract Approval for Database Enterprise Edition with Oracle Corporation	164
23-087	Authorization to Increase Contract Amount for Microsoft Azure Software	166
23-088	Authorization to Increase Contract Amount for Workplace Change	168
23-089	Contract Approval for Portland Metropolitan Workforce Training Center Ancillary Furniture to Workpointe, Peoplespace, and Pacificwro	170
23-090	Contract Approval for District Public Safety Tenant Improvement Design Services to Studio Petretti Architects	173
23-091	Contract Approval for Cascade Campus Restroom Upgrades to Buildscape, LLC	175
23-092	Contract Approval for District Wide Public Safety Camera Replacements to Cache Valley Electric Company	177
23-093	Contract Approval for Cascade Campus Moriarty Arts and Humanities Building Auditorium Improvements to Buildscape, LLC	179

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BOARD

23-094	Amend Contract to Allow Issuance of Procurement Card to the President.....	181
23-095	Appointment of Delegates to Attend the Association of Community College Trustees (ACCT) 2023 National Legislative Summit in Washington DC from February 5-8, 2023	182

9:10 PM

NON-CONSENT AGENDA

23-096	Portland Community College, Multnomah, Clackamas, Columbia, Yamhill And Washington Counties, Oregon Authorizing the Issuance and Sale of General Obligation Bonds.....	183
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9:15 PM

PUBLIC COMMENT ON NON-AGENDA ITEMS

Persons wishing to make public comment on agenda items can request a time slot by using this [link](#). Details and directions can be found at the link. Deadline for signups: Wednesday, December 14 at 5:00 pm.

9:30 PM

REPORTS

- Student Update—Lauren Riddle, Student Board Member
- PCC Federation of Classified Employees (AFT Local 3922)—Jeff Grider, President
- PCC Federation of Faculty and Academic Professionals (AFT Local 2277)—Frank Goulard, President
- Board Members

9:50 PM

ADJOURNMENT

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Portland Community College Board of Directors
PO BOX 19000, Portland, Oregon 97280

November 17, 2022

BOARD MEETING MINUTES

ATTENDANCE

Mohamed Alyajouri, Serin Bussell, Laurie Cremona Wagner, Tiffani Penson, Dan Saltzman, Michael Sonnleitner, Kristi Wilson, Lauren Riddle

EXECUTIVE SESSION

The PCC Board of Directors met in accordance with ORS 192.660 (2) the PCC Board of Directors will now meet in Executive Session to discuss (e) real property

WORK SESSION

The Board of Directors met in Work Session for a [Budget Update](#) from Dina Farrell and Tom Andrews.

BUSINESS SESSION

Chair Penson called the Business Meeting to order at 6:34 pm and shared the Land Acknowledgement.

The July 21, 2022 agenda was approved as published. Saltzman/Cremona Wagner

Alyajouri – Yes	Penson – Yes	Wilson – Yes
Bussell – Yes	Saltzman – Yes	
Cremona Wagner – Yes	Sonnleitner – Yes	

APPROVAL OF THE MINUTES

The October 20, 2022 minutes were approved as published. Alyajouri/Bussell

Alyajouri – Yes	Penson – Yes	Wilson – Yes
Bussell – Yes	Saltzman – Yes	
Cremona Wagner – Yes	Sonnleitner – Yes	

RECOGNITIONS

Dr. Bennings recognized Leni Tupper from the PCC Clear Clinic for founding and developing the clinic; Jeannie Moton for her work with PBSN and OCCEANS; Kate Chester for her years of service to PCC.

PRESIDENTS UPDATES

Dr. Bennings provided updates to the Board on events and happenings around the college. She also reviewed the Personnel Report.

INFORMATION SESSIONS

ENTERPRISE: Cultivate a long-term sustainable college enterprise

- Election Update: [Opportunities and Impact for PCC](#)—Sage Learn, Director,

Government Relations

PUBLIC COMMENT ON AGENDA ITEMS

None

CONSENT AGENDA

Chair Penson proposed approval of Resolutions 23-069 through 23-080.

Alyajouri/Cremona Wagner

Alyajouri – Yes

Penson – Yes

Wilson – Yes

Bussell – Yes

Salzman – Yes

Cremona Wagner – Yes

Sonnleitner – Yes

BOARD BUSINESS

Non-Consent Agenda: Motion to Approve 23-081 BP 2735 Board Member Travel for a second reading. Saltzman/Bussell

Alyajouri – Yes

Penson – Yes

Wilson – No

Bussell – Yes

Salzman – Yes

Cremona Wagner - No

Sonnleitner – No

PUBLIC COMMENT ON NON-AGENDA ITEMS

Audrey Carlson Sylvania pool

IN PERSON

Miki Barnes Aviation Sciences Program

REMOTE

David Barnes Aviation Sciences Program - effect on community

REMOTE

REPORTS

Reports were provided by Frank Goulard, PCC Federation of Faculty and Academic Professionals (AFT Local 2277); Jeff Grider, PCC Federation of Classified Employees (AFT Local 3922); and Student Board Member Lauren Riddle on behalf of the District Student Council.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:55 pm.

Tiffani Penson, Chair

Dr. Adrien L. Bennings, President

Prepared by:

Jeannie Moton, Executive Coordinator

Minutes approved on November 17, 2022

December 15, 2022

23-082

COMMENDATION FOR RETIRING EMPLOYEE-
LANGLEY, ROBERT (26 YEARS)

PREPARED BY: Melissa Morton, HRIS Specialist, Human Resources

FINANCIAL
RESPONSIBILITY: Julie Kinney, Acting Director, Human Resources
Administration

APPROVED BY: Dr. Adrien L. Bennings, President

STRATEGIC THEME: Workforce: Respond to community and workforce needs
by developing a culture of agility

REPORT: Robert Langlely has performed faithfully in his duties as
Public Safety Sergeant, and Public Safety Officer for
Portland Community College since April 29, 1996. He
retires effective December 31, 2022.

RECOMMENDATION: That the Board commend him for his service to Portland
Community College and wish ho, well in his retirement
years.

December 15, 2022

23-083

COMMENDATION FOR RETIRING EMPLOYEE-
CHARLES MAGERS (22 YEARS)

PREPARED BY: Melissa Morton, HRIS Specialist, Human Resources

FINANCIAL
RESPONSIBILITY: Julie Kinney, Acting Director, Human Resources
Administration

APPROVED BY: Dr. Adrien L. Bennings, President

STRATEGIC THEME: Workforce: Respond to community and workforce needs
by developing a culture of agility

REPORT: Charles Magers has performed faithfully in his duties as
Computing Technology Specialist for Portland
Community College since August 21, 2000. He retires
effective November 29, 2022.

RECOMMENDATION: That the Board commend him for his service to Portland
Community College and wish ho, well in his retirement
years.

December 15, 2022

23-084

COMMENDATION FOR RETIRING EMPLOYEE-
MICHELLE SAMUEL (12 YEARS)

PREPARED BY: Melissa Morton, HRIS Specialist, Human Resources

FINANCIAL
RESPONSIBILITY: Julie Kinney, Acting Director, Human Resources
Administration

APPROVED BY: Dr. Adrien L. Bennings, President

STRATEGIC THEME: Belonging: Transform our learning culture toward
creating a sense of belonging and well-being for every
student; Enterprise: Cultivate a long-term sustainable
college enterprise; Workforce: Respond to community
and workforce needs by developing a culture of agility

REPORT: Michelle Samuel has performed faithfully in her duties as
Instructional Administrative Assistant II, and Instructional
Administrative Assistant I for Portland Community
College since November 04, 2010. She retires effective
November 30, 2022.

RECOMMENDATION: That the Board commend her for her service to Portland
Community College and wish her well in her retirement
years.

December 15, 2022

23-085

COMMENDATION FOR RETIRING EMPLOYEE-
SUSAN STEPHANSON (25 YEARS)

PREPARED BY: Melissa Morton, HRIS Specialist, Human Resources

FINANCIAL
RESPONSIBILITY: Julie Kinney, Acting Director, Human Resources
Administration

APPROVED BY: Dr. Adrien L. Bennings, President

STRATEGIC THEME: Delivery: Redefine time, place, and systems of educational delivery to create a more learner-centric ecosystem; Belonging: Transform our learning culture toward creating a sense of belonging and well-being for every student; Enterprise: Cultivate a long-term sustainable college enterprise

REPORT: Susan Stephanson has performed faithfully in her duties as Coordinator, Business Training & Educational Development, and Office Support Series 3 for Portland Community College since September 24, 1997. She retires effective December 31, 2022.

RECOMMENDATION: That the Board commend her for her service to Portland Community College and wish her well in her retirement years.

December 15, 2022

23-086

CONTRACT APPROVAL FOR DATABASE
ENTERPRISE EDITION WITH ORACLE
CORPORATION

PREPARED BY: Michael Mathews, Director, Procurement and Contracting

FINANCIAL
RESPONSIBILITY: Michael Northover, CIO, Information Technology

APPROVED BY: Michael Northover, CIO, Information Technology
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: This Board Resolution request relates to a supported software by Oracle Corporation for Oracle Database Enterprise Edition perpetual license. This Oracle product supports Banner and affects the entire district as Banner is key to college wide operation. The Oracle licensing makes up 55% of our total Oracle costs over a reduction of now only five agreements. The contract expenditure is \$273,091.09 with an annual expected increase year over year of 4.25% to 9.1% due to rising inflation. The budget office is using a 5% increase year over year as the cost for materials and supplies. Currently Oracle does not offer a multiyear contract without a fully funded purchase order. Information Technology recommends a three-year board approval for year one (1) actual cost and year two (2) and three (3) estimated costs.

Year 1 \$273,091.09

Year 2 estimated cost \$286,745.65 (5% increase)

Year 3 estimated cost \$301,081.93 (5% increase)

The State of Oregon's Certification Office for Business Inclusion and Diversity (COBID) vendor database does not include Oracle Corporation. Oracle Database Enterprise Edition is proprietary software not available from another source.

RECOMMENDATION: That Portland Community College Board of Directors

authorize an annual contract with Oracle Corporation for the purchase of continued support and maintenance service costs, for year one of \$273,091.09, year two estimated cost of \$286,745.65 and year three estimated cost of \$301,081.93 with a total three-year cost of \$860,918.67.

December 15, 2022

23-087

AUTHORIZATION TO INCREASE CONTRACT
AMOUNT FOR MICROSOFT AZURE SOFTWARE

PREPARED BY: Michael Mathews, Director, Procurement and Contracting

FINANCIAL
RESPONSIBILITY: Michael Northover, CIO, Information Technology

APPROVED BY: Michael Northover, CIO, Information Technology
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: To protect Portland Community College from security threats, the IT department Information Security have taken a layered approach to apply security controls.

The Board and the Executive leadership is already aware that we plan to deploy Multi Factor Authentication (MFA) to reduce the risk of the PCC accounts and its resources from compromise. At this time, we plan to deploy MFA for all employees to prompt them for a second piece of authentication to access PCC resources in addition to their password.

We have selected Azure MFA as the product for this deployment. We need to upgrade from the current P1 licensing to Azure Active Directory Premium P2 licensing to get the security features, which are required for this deployment.

- Risk-based conditional access
- Identity Protection—Identifies suspicious authentication attempts, inspecting logins to risk. This feature can detect a login to the same account from two different countries in a short time span. Automatically handles these attempts by enforcing MFA or using policies to block access entirely. This greatly reduces many of the risks associated with user access.

- Privileged Identity Management (PIM)—Manages privileged access accounts. This includes security features such as temporarily granting and revoking special access, with full logging and auditing for compliance purposes. Triggering automated workflows with justifications and notifications based on special access requests.
- Access Reviews—Ensures that only the right people use certain resources. This is useful when employees onboard and leave, or when employees change roles. This feature can check existing users to determine if they have appropriate access to resources, and this information can be passed to application owners. Performs regular inspections to meet internal security policies or compliance rules.
- Entitlement Management—Enables automated credential governance. It provides controls that specify how internal and external users can grant access to organizational resources.

The Microsoft Software agreement purchase will be conducted utilizing the cooperative procurement contract OETC-22B-Microsoft with the Organization for Educational Technology and Curriculum (OETC). Portland Community College Public Contracting rules allow the College to purchase from a properly solicited cooperative contract per Community College Rules of Procurement CCR.205.

Year 1-3: \$946,440.72

Previously approved Board Authorization 22-022.

Addition of Azure Active Directory Premium

Year 1 \$35,435.78

Year 2 \$47,299.40

Year 3 \$47,299.40

Microsoft is not a COBID certified firm. No COBID certified firms provide a comparable product.

RECOMMENDATION: The Portland Community College Board of Directors authorize the College to increase the contract with OETC for Microsoft EES Software with the addition of Azure Active Directory Premium P2 by \$130,034.58 for a new cumulative total of \$1,076,475.30.

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.

December 15, 2022

23-089

CONTRACT APPROVAL FOR PORTLAND
METROPOLITAN WORKFORCE TRAINING CENTER
ANCILLARY FURNITURE TO WORKPOINTE,
PEOPLESPLACE, AND PACFICWRO

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

FINANCIAL
RESPONSIBILITY: Rebecca Ocken, Interim Director, Planning & Capital
Construction

APPROVED BY: Eric Blumenthal, Executive Vice President, Finance and
Administration
Dr. Adrien L. Bennings, President

STRATEGIC THEME: Delivery: Redefine time, place, and systems of
educational delivery to create a more learner-centric
ecosystem; Enterprise: Cultivate a long-term sustainable
college enterprise

REPORT: As part of the renovation of the Portland Metropolitan
Workforce Training Center (PMWTC) project there is a
need to provide new ancillary furniture. The PMWTC
renovation addresses a major recommendation from the
Facilities Plan.

On November 9, 2022 the Invitation to Bid (ITB) was advertised in the Daily Journal of Commerce, State of Oregon (OregonBuys), Portland Observer, Portland Business Tribune, and Bidlocker. In addition, P&CC staff reached out to all identified COBID registered firms who could provide these services. At the proposal closing time of 10:00 AM December 8, 2022, the College received three (3) valid bids. No (0) bidders were firms registered with Oregon COBID.

Nineteen (19) bid packages were included (including alternates) in the ITB with bidders able to propose multiple packages.

Bids were ranked on price with the lowest responsive bidder for each package recommended for the contract.

The table below contains the recommended award for each bid package.

Package	Low Bidder	Amount
1	PeopleSpace	\$10,751.72
2	PacificWRO	\$151,101.62
3	PacificWRO	\$6,795.50
4	No Bid	
5	PacificWRO	\$11,419.99
6	PeopleSpace	\$2,502.22
7	PacificWRO	\$28,579.29
8	Workpointe	\$9,167.21
9	Not Used	
10	Unused Alternate	
11	Workpointe	\$40,756.99
12	PacificWRO	\$9,927.55
13	No Bid	
14	PeopleSpace	\$4,419.73
15	PacificWRO	\$13,909.10
16	PeopleSpace	\$1,359.25
17	PacificWRO	\$10,607.74
18	PeopleSpace	\$25,851.36
19	Unused Alternate	
20	PacificWRO	\$2,858.64

None of the low bids were from a COBID registered firm.

RECOMMENDATION: That the Board of Directors authorize PCC to execute contracts with the firms below for up to \$419,845 which

includes a 10% contingency. Funding will be from the 2017 Bond.

Firm	Amount
Workpointe	\$68,809.95
PeopleSpace	\$63,503.51
PacificWRO	\$249,364.05

December 15, 2022

23-090

CONTRACT APPROVAL FOR DISTRICT PUBLIC
SAFETY TENANT IMPROVEMENT DESIGN SERVICES
TO STUDIO PETRETTI ARCHITECTS

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

FINANCIAL
RESPONSIBILITY: Rebecca Ocken, Interim Director, Planning & Capital
Construction

APPROVED BY: Eric Blumenthal, Executive Vice President, Finance and
Administration
Dr. Adrien L. Bennings, President

STRATEGIC THEME: Delivery: Redefine time, place, and systems of
educational delivery to create a more learner-centric
ecosystem; Enterprise: Cultivate a long-term sustainable
college enterprise

REPORT: The Facilities Plan identified as a priority, improvements
to Public Safety offices across the district. The 2017
Bond includes an initiative for Public Safety upgrades.
There is a need to renovate the Public Safety Building at
the Cascade Campus, establish a new dispatch center at
the Cascade Campus, and review the Public Safety
spaces at the Sylvania and Southeast Campuses for
future upgrades.

To maintain consistency across the district a single RFP
was conducted to obtain design services for these
projects.

On June 13, 2022 the Request for Proposal (RFP) was
advertised in the Daily Journal of Commerce, State of
Oregon (OregonBuys), BidLocker, Portland Observer,
and the Portland Business Tribune. In addition, P&CC
staff reached out to all identified COBID registered firms
who could provide these services. At the proposal closing
time of July 13, 2022, the College received four valid
proposals. Three proposals were from firms registered as
COBID firms in Oregon.

P&CC staff reviewed the proposals and carried out an interview process with selected finalists.

P&CC staff selected Studio Petretti and entered into contract and fee negotiations. A preliminary fee of \$139,800 was agreed upon to enable planning and full costing to proceed. Studio Petretti has now submitted a complete fee proposal. P&CC staff have reviewed it and recommend acceptance. The total fee, including optional supplemental services to be added if required, is \$1,065,945

The work will be performed in phases with the first phase being the renovation of the Cascade Campus Public Safety Building. The fee for phase 1 is \$376,898.

At this time approval is sought for Phase 1 only. As each subsequent phase is scheduled, board approval will be requested.

Studio Petretti is a WBE registered with Oregon COBID. Including subconsultants it is expected that 70% of the contract value will go to COBID certified firms.

RECOMMENDATION: That the Board of Directors authorize PCC to execute a contract with Studio Petretti for the Public Safety Tenant Improvement Design Services Phase 1 services for up to \$414,588 which includes a 10% contingency. Phase 1 funding will be from the 2017 bond.

December 15, 2022

23-091

CONTRACT APPROVAL FOR CASCADE CAMPUS
RESTROOM UPGRADES TO BUILDSKAPE, LLC

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

FINANCIAL
RESPONSIBILITY: Rebecca Ocken, Interim Director, Planning & Capital
Construction

APPROVED BY: Eric Blumenthal, Executive Vice President, Finance and
Administration
Dr. Adrien L. Bennings, President

STRATEGIC THEME: Delivery: Redefine time, place, and systems of
educational delivery to create a more learner-centric
ecosystem; Enterprise: Cultivate a long-term sustainable
college enterprise

REPORT: The 2017 Bond Program included funding for deferred
maintenance and ADA upgrades throughout the District.
An identified need was to upgrade restrooms across the
Cascade Campus to improve accessibility. As part of the
project, finishes and accessories will be replaced as
needed.

On October 26, 2022, the Invitation to Bid (ITB) was
advertised in the Daily Journal of Commerce, State of
Oregon (OregonBuys), BidLocker, Portland Observer,
and the Portland Business Tribune. In addition, P&CC
staff reached out to all identified COBID registered firms
who could provide these services. A total of seventeen
(17) firms attended the mandatory pre-bid meeting. At the
bid closing time of 11:00 AM Dec 1, 2022 two (2) bids
were received. 1 bid was received from a COBID
registered firm.

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

Buildscape, LLC was the lowest responsive bidder with a
bid of \$642,536. P&CC staff have reviewed the bid and
recommend acceptance. P&CC also recommend

acceptance of the add alternate which increases the number of restrooms being upgraded. The total bid including the alternate is \$809,105

Buildskape, LLC is registered as an ESB with the Oregon Certification Office for Business Inclusion and Diversity.

RECOMMENDATION: That the Board of Directors authorize PCC to execute a contract with Buildskape, LLC for the Cascade Campus Restroom Upgrades for up to \$890,015 which includes a 10% contingency. Funding will be from the 2017 Bond.

December 15, 2022

23-092

CONTRACT APPROVAL FOR DISTRICT WIDE PUBLIC
SAFETY CAMERA REPLACEMENTS TO CACHE
VALLEY ELECTRIC COMPANY

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

FINANCIAL
RESPONSIBILITY: Rebecca Ocken, Interim Director, Planning & Capital
Construction

APPROVED BY: Eric Blumenthal, Vice President, Finance and
Administration
Dr. Adrien L. Bennings, President

STRATEGIC THEME: Delivery: Redefine time, place, and systems of
educational delivery to create a more learner-centric
ecosystem; Enterprise: Cultivate a long-term sustainable
college enterprise

REPORT: The 2017 Bond Program included funding for Public
Safety upgrades across the District. An identified need
was to replace aging analog security camera systems
with a digital system.

On October 12, 2022, the Invitation to Bid (ITB) was
advertised in the Daily Journal of Commerce, State of
Oregon (OregonBuys), BidLocker, Portland Observer,
and the Portland Business Tribune. In addition, P&CC
staff reached out to all identified COBID registered firms
who could provide these services. A total of five (5) firms
attended the mandatory pre-bid meeting. At the bid
closing time of 2:00 PM Nov 16, 2022 one (1) valid bid
was received. No valid bids were received from COBID
registered firms.

Although only one valid bid was received the College
does not believe that rebidding the project will increase
the pool of bidders,

Cache Valley Electric was the lowest responsive bidder
with a bid of \$483,695. P&CC staff have reviewed the bid
and recommend acceptance.

Cache Valley Electric is not a COBID certified firm. Cache Valley will work with P&CC staff to identify any opportunities to use a COBID subcontractor on the project.

RECOMMENDATION: That the Board of Directors authorize PCC to execute a contract with Cache Valley Electric Company for the District Wide Public Safety Camera Replacement Project for up to \$532,065 which includes a 10% contingency. Funding for will be from the 2017 Bond.

December 15, 2022

23-093

CONTRACT APPROVAL FOR CASCADE CAMPUS
MORIARTY ARTS AND HUMANITIES BUILDING
AUDITORIUM IMPROVEMENTS TO BUILDSKAPE, LLC

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

FINANCIAL
RESPONSIBILITY: Rebecca Ocken, Interim Director, Planning & Capital
Construction

APPROVED BY: Eric Blumenthal, Executive Vice President, Finance
and Administration
Dr. Adrien L. Bennings, President

STRATEGIC THEME: Delivery: Redefine time, place, and systems of
educational delivery to create a more learner-centric
ecosystem; Enterprise: Cultivate a long-term sustainable
college enterprise

REPORT: The 2017 Bond Program included funding for ADA
upgrades through the District. An identified need was to
add a hearing loop to the auditorium in the Moriarty Arts
and Humanities Building (MAHB) at the Cascade
Campus. As a part of this project, the seating, carpeting,
and lighting in the auditorium will also be replaced.

On October 26, 2022, the Invitation to Bid (ITB) was
advertised in the Daily Journal of Commerce, State of
Oregon (OregonBuys), BidLocker, Portland Observer,
and the Portland Business Tribune. In addition, P&CC
staff reached out to all identified COBID registered firms
who could provide these services. A total of seventeen
(17) firms attended the mandatory pre-bid meeting. At the
bid closing time of 11:00 AM Dec 1, 2022 One (1) bid
was received. This bid was from a COBID registered firm.

P&CC staff do not believe that rebidding the project
would change the number of bids.

Buildskape, LLC was the lowest responsive bidder with a
bid of \$421,919. P&CC staff have reviewed the bid and
recommend acceptance. P&CC also recommend

acceptance of the add alternate which provides better quality auditorium seating . The total bid including the alternate is \$592,685.

Buildskape, LLC is registered as an ESB with the Oregon Certification Office for Business Inclusion and Diversity.

RECOMMENDATION: That the Board of Directors authorize PCC to execute a contract with Buildskape, LLC for the Cascade Campus Moriarty Arts and Humanities Building Auditorium for up to \$651,954 which includes a 10% contingency. Funding will be from the 2017 Bond and the Auditorium Rental Revenues.

December 15, 2022

23-094

AMEND CONTRACT TO ALLOW ISSUANCE OF
PROCUREMENT CARD TO THE PRESIDENT

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
Chair Tiffani Penson

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
issuance of a Procurement Card to the President.

The College has improved the processes for travel and
reimbursement, eliminating the imprest cash
reimbursement method outlined in the President's
contract.

In order to apply best practice and align with current
processes the College will issue a Procurement Card to
the President for travel expenses, lodging, and other
costs that will be paid by the COLLEGE in accordance
with travel and procurement card policies and procedures
applicable to all employees.

RECOMMENDATION: The Portland Community College Board of Directors
approve the amendment to the President's contract to
allow the College to issue a Procurement Card to the
President.

December 15, 2022

23-095

APPOINTMENT OF DELEGATES TO ATTEND THE
ASSOCIATION OF COMMUNITY COLLEGE
TRUSTEES (ACCT) 2023 NATIONAL LEGISLATIVE
SUMMIT IN WASHINGTON DC FROM FEBRUARY 5-8,
2023

PREPARED BY: Jeannie Moton, Executive Coordinator, Office of the President

APPROVED BY: Dr. Adrien L. Bennings, President
Tiffani Penson, Chair

STRATEGIC THEME: Enterprise: Cultivate a long-term sustainable college enterprise; Belonging: Transform our learning culture toward creating a sense of belonging and well-being for every student

REPORT: In accordance with Board Policy B 2735, the Board of Directors recognizes the benefits derived by the College through membership in various educational organizations and from attendance of directors at state and national meetings which deal with community college issues. The Chair and Vice Chair have considered a slate of delegates to attend the ACCT National Legislative Summit in Washington, DC, from February 5-8, 2023.

RECOMMENDATION: That the Board of Directors appoint Mohamed Alyajouri, Laurie Cremona Wagner and Kristi Wilson to represent the College at the ACCT National Legislative Summit.

December 15, 2022

23-096

PORTLAND COMMUNITY COLLEGE, MULTNOMAH,
CLACKAMAS, COLUMBIA, YAMHILL AND WASHINGTON
COUNTIES, OREGON AUTHORIZING THE ISSUANCE
AND SALE OF GENERAL OBLIGATION BONDS.

PREPARED BY: Eric Blumenthal, Executive Vice President, Finance and Administration

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

APPROVED BY: Dr. Adrien L. Bennings, President

REPORT: The District is authorized pursuant to the Oregon Constitution and Oregon Revised Statutes Chapters 287A and 341 to issue general obligation bonds to finance capital costs as set forth in the ballot title.

On May 19, 2022, the District adopted Resolution No. 22-122 authorizing submission to the voters of the District at a measure election on November 8, 2022, the question of contracting a general obligation bonded indebtedness in an amount not to exceed \$450,000,000 to finance the capital costs and bond issuance costs as set forth in the notice of bond election.

The election was duly and legally held on November 8, 2022 and the Board per ORS 255.295(1) hereby certifies that the issuance of the general obligation bonds was approved by a majority of the qualified voters of the District voting at the election.

The District adopts this resolution to authorize the issuance and provide the terms under which not to exceed \$450,000,000 of general obligation bonds will be sold and issued. The District expects to issue the bonds in multiple series, with the first series expected to be issued in the approximate amount of \$225,000,000.

RECOMMENDATION: That the Board of Directors adopts Resolution 22-096 as specified in Exhibit A to provide the terms under which the general obligation bonds will be sold and issued, and to

authorize the issuance of the general obligation bonds to finance capital costs.

SECTION 1. FINDINGS

The Board of Directors (the “Board”) of Portland Community College, Multnomah, Clackamas, Columbia, Yamhill and Washington Counties, Oregon (the “District”) finds:

- a. The District is authorized pursuant to the Oregon Constitution and Oregon Revised Statutes Chapters 287A and 341 to issue general obligation bonds to finance capital costs; and
- b. The District adopted a resolution authorizing submission to the voters of the District the question of authorizing general obligation bonds to finance capital costs as set forth in the measure; and
- c. Multnomah, Clackamas, Columbia, Yamhill and Washington Counties certified that the issuance of the District general obligation bonds was approved by a majority of qualified voters of the District voting at the November 8, 2022 election; and
- d. The District adopts this resolution to provide the terms under which the general obligation bonds may be sold.

SECTION 2. BONDS AUTHORIZED

The District hereby authorizes the issuance of general obligation bonds as described in the ballot title approved by the District’s voters at the November 8, 2022 election (the “Bonds”).

SECTION 3. DESIGNATION OF AUTHORIZED REPRESENTATIVES

The Board designates the President, Executive Vice President of Administration and Finance (each an “Authorized Representative”) or a designee of an Authorized Representative to act on behalf of the District as specified in Section 8 hereof.

SECTION 4. SECURITY

Pursuant to ORS 287A.315, the District hereby pledges its full faith and credit and taxing power to pay the Bonds. The District hereby covenants for the benefit of the Owners to levy annually, as necessary, a direct ad valorem tax upon all of the taxable property within the District which is sufficient, after taking into consideration discounts taken and delinquencies that may occur in the payment of such taxes and other legally available amounts, to pay all Bond principal and interest when due. This tax shall be in addition to all other taxes of the District, and this tax shall not be limited in rate, amount or otherwise, by Sections 11 or 11b of Article XI of the Oregon Constitution.

SECTION 5. FORM OF BONDS

The Bonds shall be issued in substantially the form as approved by the Authorized Representative. The Bonds may be printed or typewritten, and may be issued as one or more temporary Bonds which shall be exchangeable for definitive Bonds when definitive Bonds are available.

SECTION 6. EXECUTION OF BONDS

The Bonds shall be executed on behalf of the District with the manual or facsimile signature of an Authorized Representative of the District.

SECTION 7. REDEMPTION

The Bonds may be subject to optional redemption or mandatory redemption prior to maturity as determined under Section 8 hereof.

SECTION 8. DELEGATION FOR ESTABLISHMENT OF TERMS AND SALE OF THE BONDS

The Authorized Representative is hereby authorized, on behalf of the District without further action of the Board (and such actions of the Authorized Representative, if taken prior to the adoption of this resolution, are hereby affirmed and authorized), to:

- a. Issue the Bonds in one or more series which may be sold at different times.
- b. Participate in the preparation of and authorize the distribution of the preliminary and final official statements and any other disclosure documents for each series of the Bonds.
- c. Establish the final principal amounts, maturity schedules, interest rates, and other terms for each series of the Bonds.
- d. Negotiate the terms under which each series of Bonds shall be sold; enter into a bond purchase agreement for the sale of each series of Bonds which incorporates those terms; and execute and deliver such bond purchase agreement with Piper Sandler & Co. for a public sale or with a lender for a private sale.
- e. Enter into covenants regarding the use of the proceeds of the Bonds and the projects financed with the proceeds of the Bonds.
- f. Undertake to provide continuing disclosure for each series of the Bonds in accordance with Rule 15c2-12 of the United States Securities and Exchange Commission.
- g. Apply for ratings for each series of Bonds.
- h. Determine whether to purchase municipal bond insurance or obtain other forms of credit enhancement (including the Oregon School Bond Guaranty Program) for each series of Bonds and enter into related documents.
- i. Appoint service providers for each series of the Bonds and enter into agreements with those service providers.
- j. Determine whether each series of Bonds will bear interest that is excludable from gross income under the Internal Revenue Code of 1986, as amended, or is includable in gross income under that code. If a series bears interest that is excludable from gross income under that code, the Authorized Representative may enter into covenants to maintain the excludability of interest on that series of the Bonds from gross income.
- k. If permitted by federal law, issue any series of Bonds as taxable bonds that are eligible for federal interest subsidies or tax credits, and enter into related covenants.
- l. Make any clarifying changes to this Resolution or additional covenants not inconsistent with this Resolution.

m. Execute any documents and take any other action in connection with the Bonds which the Authorized Representative finds will be advantageous to the District.

SECTION 9. DEFAULT AND REMEDIES.

The occurrence of one or more of the following shall constitute an Event of Default under this Resolution and the Bonds:

a. Failure by the District to pay Bond principal, interest or premium when due (whether at maturity, or upon redemption after a Bond has been properly called for redemption);

b. Failure by the District to observe and perform any covenant, condition or agreement on its part to be observed or performed for the benefit of Owners of Bonds, for a period of sixty (60) days after written notice to the District by the Owners of fifty-one (51%) percent or more of the principal amount of Bonds then Outstanding specifying such failure and requesting that it be remedied; provided however, that if the failure stated in the notice cannot be corrected within such sixty (60) day period, it shall not constitute an Event of Default so long as corrective action is instituted by the District within the sixty (60) day period and diligently pursued, and the default is corrected as promptly as practicable after the written notice referred to in this paragraph; or,

c. The District is adjudged insolvent by a court of competent jurisdiction, admits in writing its inability to pay its debts generally as they become due, files a petition in bankruptcy, or consents to the appointment of a receiver for the payments.

The Owners of fifty-one (51%) percent or more of the principal amount of Bonds then Outstanding may waive any Event of Default and its consequences, except an Event of Default as described in (a) of this Section.

Upon the occurrence and continuance of any Event of Default hereunder the Owners of fifty-one (51%) percent or more of the principal amount of Bonds then Outstanding may take whatever action may appear necessary or desirable to enforce or to protect any of the rights of the Owners of Bonds, either at law or in equity or in bankruptcy or otherwise, whether for the specific enforcement of any covenant or agreement contained in this Resolution or the Bonds or in aid of the exercise of any power granted in this Resolution or in the Bonds or for the enforcement of any other legal or equitable right vested in the Owners of Bonds by the Resolution or the Bonds or by law. However, the Bonds shall not be subject to acceleration.

No remedy in this Resolution conferred upon or reserved to Owners of Bonds is intended to be exclusive and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Resolution or now or hereafter existing at law or in equity. No delay or omission to exercise any right or power accruing upon any default shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. To entitle the Owners of Bonds to exercise any remedy reserved to them, it shall not be necessary to give any notice other than such notice as may be required by this Resolution or by law.

SECTION 10. DEFEASANCE

The District may defease the Bonds by setting aside, with a duly appointed escrow agent, in a special escrow account irrevocably pledged to the payment of the Bonds to be defeased, cash or direct obligations of the United States in an amount which, in the opinion of an independent certified public accountant, is sufficient without reinvestment to pay all principal and interest on the defeased Bonds until

their maturity date or any earlier redemption date. Bonds which have been defeased pursuant to this Section shall be deemed paid and no longer outstanding, and shall cease to be entitled to any lien, benefit or security under this Resolution except the right to receive payment from such special escrow account.

SECTION 11. ESTABLISHMENT OF FUNDS AND ACCOUNTS

The following funds and accounts shall be created and continually maintained, except as otherwise provided, so long as the Bonds remain unpaid.

a. Debt Service Account. The District shall maintain the debt service account in the District's debt service fund for the payment of principal, premium, if any, and interest on the Bonds as they become due. All accrued interest, if any, and all taxes levied and other moneys available for the payment of the Bonds shall be deposited to the debt service account.

b. Project Fund. The District shall maintain the project fund into which the proceeds of the Bonds shall be deposited for the purpose of accounting for and paying all costs of the projects and the costs related to the preparation, authorization, issuance, and sale of the Bonds. Any interest earnings on moneys invested from the project fund shall be retained in the project fund. The District's share of any liquidated damages or other moneys paid by defaulting contractors or their sureties will be deposited into the project fund to assure the completion of the projects.

Upon completion of the projects and upon payment in full of all costs related thereto, any balance remaining in the project fund shall be deposited to the Debt Service Account for payment of debt service.

SECTION 12. PROFESSIONALS.

The District hereby affirms Hawkins Delafield & Wood LLP as bond counsel for the issuance of the Bonds and Piper Sandler & Co., as underwriter or placement agent.

SECTION 13. DETERMINATION OF RESULTS OF ELECTION.

The District hereby determines the results of the election pursuant to ORS 255.295(1) based on the information provided by Multnomah, Clackamas, Columbia, Washington, and Yamhill Counties.

SECTION 14. RESOLUTION TO CONSTITUTE CONTRACT

In consideration of the purchase and acceptance of any or all of the Bonds by those who shall own the Bonds from time to time (the "Owners"), the provisions of this Resolution shall be part of the contract of the District with the Owners and shall be deemed to be and shall constitute a contract between the District and the Owners. The covenants, pledges, representations and warranties contained in this Resolution or in the closing documents executed in connection with the Bonds, including without limitation the District's covenants and pledges contained in Section 4 hereof, and the other covenants and agreements herein set forth to be performed by or on behalf of the District shall be contracts for the equal benefit, protection and security of the Owners, all of which shall be of equal rank without preference, priority or distinction of any of such Bonds over any other thereof, except as expressly provided in or pursuant to this Resolution.

ADOPTED by the Board of Directors of the Portland Community College, Multnomah, Clackamas, Columbia, Yamhill and Washington Counties, Oregon this 15th day of December, 2022.

**PORTLAND COMMUNITY COLLEGE
MULTNOMAH, CLACKAMAS, COLUMBIA, YAMHILL
AND WASHINGTON COUNTIES, OREGON**

By: _____

Tiffani Penson, Chair

ATTEST:

By: _____

Adrien Bennings, President

It is against the College's policy for any manager, supervisor, faculty member, staff member, or student to engage in prohibited harassment or discrimination of any member of the College community. PCC adheres to all federal, state, and local civil rights laws and regulations prohibiting discrimination in public institutions of higher education, including applicable provisions of the Civil Rights Act of 1964 (as amended); related Executive Orders 11246 and 11375; Title IX of the Education Amendments Act of 1972; Section 504 of the Rehabilitation Act of 1973; Titles I and II of the Americans with Disabilities Act of 1990 (as amended); the Age Discrimination in Employment Act, the Uniformed Service Employment and Reemployment Rights Act, and all applicable federal, state, and local civil rights laws. PCC does not discriminate against any employee, applicant for employment, student, or applicant for admission on the race, color, religion, national origin, sex, marital status, disability, veteran status, age, sexual orientation, or any other status protected by federal, state, or local law including protections for those opposing discrimination or participating in any resolution process on campus, with the Equal Employment Opportunity Commission or other human rights agencies. This policy covers nondiscrimination in both employment and access to educational opportunities. Therefore, any member of the PCC community who acts to deny, deprive, or limit the educational or employment and/or social access, benefits, and/or opportunities of any member of the PCC community, guest, or visitor on the basis of their actual or perceived membership in the protected classes listed above is in violation of PCC's policy on nondiscrimination.