

May 15, 2025

25-076

AUTHORIZATION TO AMEND CONTRACT WITH
CASEWORTHY INC. FOR STEP STATEWIDE WEBSITE
PORTAL ACCESS

PREPARED BY: Michael Mathews, Interim Associate Vice President
of Financial Operations and Compliance

FINANCIAL
RESPONSIBILITY: Jaime Clarke, Program Dean, Pathways to Opportunity

APPROVED BY: Dr. Jennifer Ernst, Vice President, Academic Affairs
Dr. Katy Ho, Executive Vice President
Dr. Adrien L. Bennings, President

STRATEGIC THEME: Delivery: Redefine time, place, and systems of
educational delivery to create a more learner-centric
ecosystem; Workforce: Respond to community and workforce
needs by developing a culture of agility; Enterprise: Cultivate a
long-term sustainable college
enterprise

REPORT: CaseWorthy Inc. currently provides website portal access to the
State of Oregon SNAP Training and Employment Program
(STEP) Consortium. After obtaining competitive quotes, the
college entered into a contract with CaseWorthy Inc. for
\$154,500, funded by a grant from the Higher Education
Coordination Commission (HECC). The contract is set to expire
on June 30, 2025, with the option to renew for an additional two
years.

The college proposes to extend the contract, with an effective
date of July 1, 2025, through June 30, 2026. The amendment
will increase the total contract amount by \$103,934, for a total
not-to-exceed amount of \$258,434.

Currently, no firms registered with Oregon COBID offer
these website portal services.

RECOMMENDATION: The Board of Directors authorizes the college to enter
into a contract with CaseWorthy Inc for a not-to-exceed
total of \$258,434. Expenditures will be covered by the provided
by the HECC Administration Grant.