



# Board of Directors

## AGENDA

October 20, 2011

### **Vision**

Building futures for our Students and Communities

### **Mission**

Portland Community College advances the region's long-term vitality by delivering accessible, quality education to support the academic, professional, and personal development of the diverse students and communities we serve.

### **Who We Are**

Portland Community College is a public, multi-campus, comprehensive community college serving the lifelong learning needs of our students. We offer college transfer programs; career technical education programs; adult basic skills; opportunities to develop English as a second language; high school completion and dual credit; community and continuing education programs; and service-learning opportunities that foster the development of civic responsibility and engagement. Through extensive partnerships with business, industry, labor, educational institutions and the public sector, we provide training and learning opportunities for the local and state workforce and promote economic and community development.

### **We Value**

- Effective teaching and student development programs that prepare students for their roles as citizens in a democratic society in a rapidly changing global economy
- An environment that is committed to diversity as well as the dignity and worth of the individual
- Leadership through innovation, continuous improvement, efficiency, and sustainability
- Leadership through the effective use of technology in learning and all College operations
- Being a responsible member of the communities we serve by actively participating in their development
- Quality, lifelong learning experiences that helps students to achieve their personal and professional goals
- Continuous professional and personal growth of our employees and students including an emphasis on fit and healthy lifestyles that decrease disease and disability
- Academic Freedom and Responsibility - creating a safe environment where competing beliefs and ideas can be openly discussed and debated
- Collaboration predicated upon a foundation of mutual trust and support
- An agile learning environment that is responsive to the changing educational needs of our students and the communities we serve – making students marketable for jobs in the future and promoting economic development
- The public's trust by effective and ethical use of public and private resources

### **Goals**

**Access:** Access to learning opportunities will be expanded through the cultivation of community and business partnerships.

**Diversity:** Lifelong learning opportunities will be accessible to all and enriched by the diversity of our students, faculty and staff.

**Quality Education:** Educational excellence will be supported through assessment of learning and practicing continuous improvement and innovation in all that we do.

**Student Success:** Outstanding teaching, student development programs and support services will provide the foundation for student skill development, degree completion and university transfer.

**Economic, Workforce, and Community Development:** Training provided to individuals, community and business partners will be aligned and coordinated with local economic, educational and workforce needs.

**Sustainability:** Effective use and development of college and community resources (human, capital and technological) will contribute to the social, financial and environmental well-being of communities served.

BUSINESS SESSION  
**October 20, 2011**  
**Sylvania, CC Building, Board Rooms A/B**  
**BOARD OF DIRECTORS**  
PORTLAND COMMUNITY COLLEGE  
12000 S.W. 49<sup>th</sup> Avenue  
Portland, Oregon

AGENDA

- 6:00 PM      **Board Dinner** – Sylvania Cafeteria, Oak Room
- 6:45 PM      **Executive Session** – In accordance with ORS 192.660 (2) (e) Real Property Transactions (f) Information or Records Exempt By Law From Public Inspection – advice from legal counsel privileged under ORS 40.225 and (h) litigation
- 7:30 PM      **Call To Order**
  - Introductions
  - Approval of Minutes – September 16, 2011
  - Approval of Agenda
- 7:35 PM      **Adjourn Business Session and Convene Public Hearing on Proposals for Boundaries of PCC Districts** in accordance with ORS 341.175 and ORS 341.185
- Public Hearing on Proposals for Boundaries of PCC Districts**  
◆ Staff Report – Kristin Watkins
- Public Comment on Proposals for Boundaries of PCC Districts**  
(A sign-up sheet is on a table at the entrance of the meeting room.)
- 8:20 PM      **Adjourn Public Hearing and Reconvene Business Meeting**
- 8:20 PM      **Information Session**
  - ◆ Update to PCC Board on College's Sustainability Goal (15 minutes)
    - Linda Gerber, President, Sylvania Campus; David Rule, President, Rock Creek Campus; Tim Donahue, Director, Facilities Management Services; Alexander de Roode, Sustainability Manager
- 8:35 PM      **Public Comment on Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)

8:50 PM

## Business Meeting

**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 take action on the item in question.)

<u>PERSONNEL</u>	<u>PAGE</u>
12-038	Approval of Personnel Actions – October 20, 2011 .... 001
	<b>Academic Professional Appointments (Temporary):</b>
	Stephen Arthur, Student Leadership Coordinator, Office of the Dean of Student Development, Rock Creek Campus
	Samuel May-Varas, Curriculum Coordinator, Academic and Student Affairs
	Luis Rodriguez, Student Outreach and Orientation Coordinator, Office of the Dean of Student Development, Extended Learning Campus
	Nicole Tobin, Study Abroad Coordinator, Academic and Student Affairs
	<b>Administrative Appointments (Temporary):</b>
	Cheryl Belt, Employee/Labor Relations Manager (Interim), Administrative Services
	Lisa Bledsoe, Director of Human Resources (Interim), Administrative Services
	Linda Monahan, Human Resources Representative, Administrative Services
	<b>Faculty (Temporary):</b>
	Mary Ann Carsillo, Instructor, Spanish, Business and Humanities Division, Rock Creek
	Jana Edic, Instructor, Speech, Business and Humanities Division, Rock Creek
	Susan Mann, Instructor, Speech Communication, Visual and Performing Arts and Design Division, Sylvania Campus
	Hal Sessions, Instructor, Biology, Science and Technology Division, Rock Creek Campus
	Ross Folberg, Instructor, Mathematics, Mathematics and Industrial Technology Division, Sylvania Campus

Patricia Gregorio, Instructor, Developmental  
English/Reading and Writing, Liberal Arts and Pre-  
College Programs Division, Cascade Campus

**BIDS/CONTRACTS**

12-039	Award Solar Facility Development Contract to XXX Solar; Delegate Authority to District President to Negotiate Agreements Necessary to Develop a 500 KW Ground Mount Solar Facility at Rock Creek Campus.....	008
12-040	Accept Proposal/Award Contract for Parking Lot Maintenance Services.....	011
12-041	Accept Proposal/Award Contracts for Architecture/ Engineering Services For the Bond Construction Small Projects to Multiple Consultants .....	013
12-042	Authorization to Utilize An Inter-Governmental Cooperative Contract for the Acquisition of Avamar Deduplication Backup Software and System .....	016

9:05 PM      **Public Comment on Non-Agenda Items** (A sign-up sheet is on a  
table at the entrance of the meeting room.)

9:15 PM      **Reports**  
                Faculty  
                Classified  
                Students  
                Board Members  
                President

9:35 PM      **Adjournment**

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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 PCC Disability Access Services at least 48 hours in advance at (503) 977-4341 (voice) or (503) 246-4072 (TTY). A sign-up sheet for those who wish to offer comments or testimony on any item will be available at the entrance of the meeting room.

PORTLAND COMMUNITY COLLEGE - BOARD OF DIRECTORS  
12000 S.W. 49th Avenue - Portland, OR 97219

**MINUTES**

BOARD OF DIRECTORS BUSINESS SESSION  
Rock Creek Campus, Building 9, Room 122 b/c  
September 15, 2011

**BOARD ATTENDANCE**

Board Members Present:

Denise Frisbee, Jim Harper, Deanna Palm, Bob Palmer, Gene Pitts, David Squire, Harold Williams

**EXECUTIVE SESSION**

The Board of Directors convened an executive session for Employment of a Public Official, Real Property Transactions, and Litigation in accordance with ORS 192.660 (2) (a),(e) and (h) at 6:50 PM, adjourning at 7:30 PM.

**CALL TO ORDER**

Chair Harper called the business meeting to order at 7:45 PM and invited all present to introduce themselves.

**APPROVAL OF THE MINUTES**

The July 14, 2011 minutes were approved as published.

**APPROVAL OF THE AGENDA**

The agenda was approved as published.

**INFORMATION SESSIONS**

Rock Creek Update

Dr. David Rule, President, Rock Creek Campus; Dr Birgitte Ryslinge, Erin Stanforth

Dr. Rule introduced Dr. Ryslinge and Ms. Stanforth saying they would present on the Rock Creek Learning Garden that was started in 2006 by a PSU graduate student doing a research project. Dr. Ryslinge said a small plot of land was provided to use and, with a series of volunteer efforts has grown into a viable food loop that is used in the Rock Creek cafeteria, whose waste is then turned into compost that then nurtures the garden. The earthen oven was built by Spencer Hinckle and is used by the students. Dr. Ryslinge said this has been a project that has been supported by students, staff, faculty, and community

stakeholders that lead to the Learning Garden master plan. Ms. Stanforth described the changes that are planned for Rock Creek, including those for the Learning Garden. It was noted there will be a covered space in this plan that can be used for classes and meetings. Also noted was progress on the irrigation system that is being done to Washington County standards. Handicap access is also being included. Dr. Ryslinge noted that the Learning Garden is a frequently used meeting place. She noted that Community Ed, Food Services and other community stakeholders are involved in planning, implementation and use of the garden. The phrase "Get In the Loop" is the motto for this year. The Board commented that this is a great program.

### Student Success Goal

Dr. Christine Chairsell, Vice President, Academic and Student Affairs and Laura Massey, Director, Institutional Effectiveness

Dr. Chairsell said that this is one of the last goal reports for the year and introduced Ms. Massey. Ms. Massey reported that the Student Success Goal Report by no means addresses just individuals but asks how one can quantify and measure student success. She began by noting that enrollment increased 4% this year. This may seem small, but in reality it is 43% over the past 3 years. She also noted remedial students bring more full-time students and increase FTE. With increased retention, students are tending to register earlier than in earlier years. Current students have higher retention rates than during the pre-economic downturn period. We have the highest level of financial aid students in PCC history. Skill development can be measured in part by the number of students completing at least 1 credit. Credential attainment and transfer are also measures of student retention. Many PCC students transfer before they receive a credential and that would hide their success rate in the statistics. Between 2006-07 and 2007-08 several thousand students transferred to higher education. Fewer PCC students in general, when compared to other college students nationally, are seen to complete PCC degrees, but many more are transferring to a 4-year institution.

Dr. Chairsell noted that improved college completion by 2020 is a goal of President Obama's and that, increasing completion rates by 50% coupled with Oregon's 40-40-20 goal is ambitious. PCC must look at its practices and policies to find ways of increasing completion rates, even though PCC's completion rate is significantly high. She predicts a 50% increase for PCC.

Director Williams asked about the ratio between certificates versus degrees. He was looking at EMT and Fire Technology as examples of two-year degrees that can provide living wage jobs.

Ms. Massey reported that the last year's earned certificates have increased significantly and that many of those certificates were awarded to degree-holding students who were retooling job skills.

Director Frisbee asked how our transfer students perform when compared to university-only students.

Ms. Massey responded that our students are prepared and successful when they transfer to university. Research shows that students with two-year degrees from PCC going on to university are as successful as, if not more successful than university-only students.

Director Squire asked for the percentage of students receiving financial aid grants as well as loans.

Dr. Chairsell responded that it is not unusual for two-year students to have a \$20,000 debt when they graduate from PCC. They may also use up the financial aid opportunity that they need when they go on to university. Students graduating from four-year institutions may have a \$60,000 debt.

Director Williams asked about the debt ratio for certificate earners. Ms. Massey will research and report.

Dr. Chairsell stated that Perkins advisors at PCC counsel students to avoid those loans in lieu of grants and scholarships. CTE is like graduate programs, cost wise, to PCC.

Director Williams asked about the way we publicize certificates as opposed to degrees. Dr. Chairsell said that CTEs are as important as transfer programs, as the bond was passed on CTE and jobs training. Transfer classes subsidize the CTE classes at PCC and they are very important to PCC students.

#### PCC Board Zone Redistricting

Kristin Watkins, Associate Vice President, College Advancement

Ms. Watkins reported that every 10 years, at completion of the national census, Board Zone Districts are reviewed and realigned to voter numbers. Two preliminary proposals have been provided to Dr. Pulliams and the Board.

Proposal One is very similar to current Zones in area and will retain all current Board members. Proposal Two would create a change in Board members, as two current Board members fall within one zone. Dr. Pulliams said a resolution could come before the Board in October. Director Williams asked what portions of Columbia County would remain in Zone 2. Ms. Frisbee asked about rural realignment and Ms. Watkins provided her perception of the process. Director Squire asked how PCC's District matches up with public schools. Director Palm noted the rural/urban aspect in Proposal Two may be problematic due to diverse populations. Mr. Harper asked if Ms. Watkins could be the "go-to" person. Ms. Watkins said she or Dana Haynes would be. Director Squire asked for things they should consider in their thinking and evaluating the proposals. Ms. Frisbee reiterated Director Squire's request.



## **PUBLIC COMMENT ON AGENDA ITEMS**

None

## **PUBLIC COMMENT ON NON-AGENDA ITEMS**

Doug Loqa signed up to speak on the College's abuse of authority. Mr. Loqa contended that PCC failed to provide for student open communication. In this specific intern situation, PCC failed to meet the terms of the student internship contract by not performing "College shall supervise the instructional program to ensure compliance (establishing PCC's responsibility)." It was suggested that the student submit a grievance to a Dean. Mr. Loqa submitted a second complaint questioning how the terms of the contract were met. He also suggested an apology from the College. Dr. Pulliams said there would be follow up with legal counsel.

## **BUSINESS MEETING**

Director Squire proposed approval of Resolutions 12-026 through 12-037. The motion passed unanimously.

### *Other Reports:*

Michael Morrow, Faculty Federation President noted that next Monday is In-Service and the Colleges 50<sup>th</sup> anniversary and the Federation's 40<sup>th</sup> anniversary. He also noted that the faculty and AP contract was settled and signed. He mentioned that last year we had 80 new hires and this year we only had 60. He thanked Lisa Bledsoe for her methods and actions in the contracting process. He plans to work with the new HR director more closely. He invited President Pulliams and the Board members to the annual Federation event.

Phil Gilmore, Classified Federation President said that in July, the Federation raised approximately \$1200 for Autism speaks. There were 500 people who showed up for the Federation's annual picnic. The Federation set new goals for volunteering and has changed from red shirts to blue shirts since we settled the contract. In addition, the Federation interviewed congressional district candidates. The 1<sup>st</sup> LEAD training was held for the lead classified staff.

Doug Taylor, ASPCC Student Representative, DSC Interim Chair. He said that in the summer, the ASPCC hosted "Stop the Hate" trainings for three days and helped students learn how to identify hate crimes. Sylvania, Cascade and Rock Creek campuses now have water filling bottle stations. Discussions around construction of covered bike racks continue. Rock Creek is opening a Queer resource center in a few weeks. He also reported the importance of understanding as it relates to increased student suicides. He noted the recommendations in the report that was presented to the Board that answered Dr. Pulliams questions and the committees suggestions. They asked to work

more closely with the Board, administration and others. Lastly, he mentioned that a new student chair will soon be selected for the next academic year.

*Board Reports: None*

*District President Report:*

Dr. Linda Gerber reported an NSF grant extension for PCC's CTE faculty teaching in sustainability programs district-wide, as well as some from other states. To share information, the new curriculum is posted on the NSF website for use by any other educational institution nationwide. Dr. Chairsell complemented Dr. Gerber on her work to secure this funding.

President Pulliams reported that Dr. Algie Gatewood's commentary piece "A Middle College that extends to a four-year degree" was featured in the AACC Community College Times on September 14, 2011.

Dr. Pulliams also noted that over 4,000 students and their parents saved over \$1.8 million in tuition and fees by attending PCC instead of a 4-year public institution.

## **ADJOURNMENT**

There being no further business, the meeting adjourned at 9:00 PM.

## **NEXT MEETING**

The next business meeting of the Portland Community College Board of Directors will be held on October 20, 2011 at 7:30 PM in Conference Rooms A/B in the College Center Building at the Sylvania Campus.

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Jim Harper, Board Chair

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Dr. Preston Pulliams, District President

Prepared by:

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Lorna J. O'Guinn  
Assistant to Board of Directors

Minutes approved on October 20, 2011

October 20, 2011

12-038

APPROVAL OF PERSONNEL ACTIONS

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

RECOMMENDATION: That the Board of Directors approve the following actions:

A. Approval of new hires, new positions and change of position

1. Academic Professional Appointment (Temporary)- **Stephen Arthur**

Student Leadership Coordinator

Office of the Dean of Student Development, Sylvania Campus

Annual Salary: \$46,462                      Grade: 5                      Step: 2

Effective: September 29, 2011 to March 18, 2012

Education: Oregon State University                      BS                      2003  
Environmental Science

Most Recent

Experience: Portland Community College  
Club and Programs Specialist

Applicant Flow: Article 3.64  
Recruitment

2. Academic Professional Appointment (Temporary)-**Samuel May-Varas**

Curriculum Coordinator

Academic and Student Affairs

Annual Salary: \$43,625                      Grade: 4                      Step: 2

Effective: October 3, 2011 to October 2, 2012

Education: City University                      MED                      1998  
Masters of Education in Teaching  
University of South Florida                      BA                      1996  
Economics

Most Recent

Experience: Portland Community College  
Basic Education, Instructor (Adjunct)

Applicant Flow: Article 3.64  
Recruitment

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3. Academic Professional Appointment (Temporary)-Luis Rodriguez

Student Outreach and Orientation Coordinator

Office of the Dean of Student Development, Extended Learning Campus

Annual Salary: \$67,833                      Grade: 5                      Step: 13

Effective: October 1, 2011 to September 30, 2012

Education:      Warner Pacific College                      MS                      2010  
                         Management and Organizational Leadership  
                         Oregon State University                      BA                      1997  
                         Anthropology  
                         Oregon State University                      BA                      1997  
                         Spanish

Most Recent

Experience:      Portland Community College  
                         Academic Advising Coordinator

Applicant Flow:      Article 3.64  
                         Recruitment

4. Academic Professional Appointment (Temporary)-Nicole Tobin

Study Abroad Coordinator

Academic and Student Affairs

Annual Salary: \$45,153                      Grade: 4                      Step: 3

Effective: September 21, 2011 to September 20, 2012

Education:      Indiana University                      MA                      2007  
                         Applied Linguistics/Teaching English to Speakers of  
                         Other Languages; Comparative Literature and Arts  
                         University of Colorado                      BA                      2000  
                         English

Most Recent

Experience:      Portland Community College  
                         English to Speakers of Other Languages, Instructor  
                         (Adjunct)

Applicant Flow:      Article 3.64  
                         Recruitment

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5. Administrative Appointment (Temporary)-Cheryl Belt

Employee/Labor Relations Manager (Interim)

Administrative Services

Annual Salary: \$85,000 Grade: N

Effective: August 21, 2011 to June 20, 2012

Education: University of Oregon BA 1983  
Public Administration

Most Recent

Experience: Portland Community College  
Human Resources Representative

Applicant Flow: Direct Appointment

6. Administrative Appointment (Temporary)-Lisa Bledsoe

Director of Human Resources (Interim)

Administrative Services

Annual Salary: \$106,204 Grade: O

Effective: August 21, 2011 to June 20, 2012

Education: Portland State University BS 1982  
Political Science

Most Recent

Experience: Portland Community College  
Employee/Labor Relations Manager

Applicant Flow: Direct Appointment

7. Administrative Appointment (Temporary)-Linda Monahan

Human Resources Representative

Administrative Services

Annual Salary: \$51,479 @.75 FTE Grade: K

Effective: October 3, 2011 to June 30, 2012

Education: Portland State University MPA 1980  
Public Administration  
Southern Oregon University BS 1976  
Psychology

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Most Recent

Experience: Portland Community College  
Human Resources Representative (Retired)

Applicant Flow: Direct Appointment

8. Faculty Appointment (Temporary)-**Mary Ann Carsillo**

Instructor, Spanish

Business and Humanities Division, Rock Creek Campus

Annual Salary: \$50,109 Step: 3

Effective: August 21, 2011 to June 20, 2012

Education: University of California PhD 2003

Latin American and US Latino Literature

Education: University of California MA 1997

Spanish

Education: Loyola Marymount University BA 1994

Spanish Literature

Journalism

Most Recent

Experience: Portland Community College  
Instructor, Spanish (Adjunct)

Applicant Flow: Article 3.64  
Recruitment

9. Faculty Appointment (Temporary)-**Jana Edic**

Instructor, Speech

Business and Humanities Division, Rock Creek Campus

Annual Salary: \$46,777 Step: 1

Effective: August 21, 2011 to June 20, 2012

Education: Portland State University MS 2005

Communication Studies

Education: Portland State University BS 2003

Communication Studies

Most Recent

Experience: Portland Community College  
Instructor, Speech (Adjunct)

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Applicant Flow: Article 3.64  
Recruitment

10. Faculty Appointment (Temporary Job Share)-**Ross Folberg**

Instructor, Mathematics

Mathematics and Industrial Technology Division, Sylvania Campus

Annual Salary: \$55,556 @ .50 FTE Step: 6

Effective: August 21, 2011 to June 20, 2013

Education: Portland State University MS 2007  
Mathematics

Education: Portland State University BS 1999  
Mathematics

Most Recent

Experience: Portland Community College  
Instructor, Mathematics (Temporary)

Applicant Flow: Article 3.64  
Recruitment

11. Faculty Appointment (Temporary Job Share)-**Patricia Gregorio**

Instructor, Developmental English/Reading and Writing

Liberal Arts and Pre-College Programs Division, Cascade Campus

Annual Salary: \$50,109 @ .50 FTE Step: 3

Effective: August 21, 2011 to June 20, 2012

Education: San Francisco State University MA 1979  
English

Education: University of Redlands BA 1973  
English

Most Recent

Experience: Portland Community College  
Instructor, Reading and Writing (Adjunct)

Applicant Flow: Article 3.64  
Recruitment

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12. Faculty Appointment (Temporary)-Susan Mann

Instructor, Speech Communication

Visual and Performing Arts and Design Division, Sylvania Campus

Annual Salary: \$50,109 Step: 3

Effective: August 21, 2011 to June 20, 2012

Education: University of Portland MS 1997

Management and Communications

Education: Oregon State University BA 1980

Journalism

Most Recent

Experience: Portland Community College  
Instructor, Speech (Adjunct)

Applicant Flow: Article 3.64  
Recruitment

13. Faculty Appointment (Temporary)-Hal Sessions

Instructor, Biology

Science and Technology Division, Rock Creek Campus

Annual Salary: \$50,109 Step: 3

Effective: August 21, 2011 to June 20, 2012

Education: Eastern Oregon University MED 2003

Education

University of Tennessee Center for Health MD 1974

and Science

Medicine

Hendrix College BA 1971

Biology

Most Recent

Experience: Portland Community College  
Instructor, Biology (Adjunct)

Applicant Flow: Article 3.64  
Recruitment



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**ETHNIC AND GENDER DESCRIPTION OF STAFF  
PROPOSED TO BE HIRED IN *October 20, 2011* PERSONNEL REPORT**

Male	5
Female	<u>8</u>
	13

White (not of Hispanic Origin)	11
Hispanic/Latino	<u>2</u>
	13

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12-039

AWARD DEVELOPMENT OF ROCK CREEK SOLAR  
PROJECT TO XXX SOLAR; DELEGATE  
AUTHORITY TO DISTRICT PRESIDENT TO  
NEGOTIATE AGREEMENTS NECESSARY FOR  
XXX SOLAR TO DEVELOP A 500 KW GROUND  
MOUNT SOLAR FACILITY

PREPARED BY: Kathy Kiaunis, Associate Bond Finance Manager

FINANCIAL  
RESPONSIBILITY: Linda Degman, Associate Director, Bond Program

APPROVED BY: Wing-Kit Chung, Vice President, Administrative  
Services  
Randy McEwen, District Vice President  
Dr. Preston Pulliams, District President

REPORT: The 2008 Bond Program is subject to ORS 279C.527, which requires a public agency to set aside 1.5 percent of the total cost of construction for qualifying projects to incorporate solar technology. In Fall 2010, the College contracted with BacGen Solar Group through an RFP process to analyze the College's solar project potential and recommend a path forward for the "1.5% for Solar" projects. After a thorough analysis of existing and planned buildings at each campus, BacGen recommended consolidating the College's "1.5% for Solar" investment into a ground mount array at the Rock Creek Campus.

As reviewed with the Board, this recommendation was due to several factors, including: ground mount arrays are less costly to install and have lower ongoing maintenance costs than roof mounted arrays, configuration of available land at Rock Creek provides optimal solar exposure, outside investment potential is increased for larger projects, and the project can be completed in time to benefit from additional tax incentives for investors. Subsequently (Board Resolution 12-006 of 14 July 2011), the College hired BacGen to provide consulting services to assist the College in developing a Request for Proposals (RFP) for a turn-key ground mount solar project.

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At the same time, the College was pursuing a dialog with the Oregon Department of Energy (ODOE) to receive permission to allow the recommended aggregated project to count towards meeting the College's overall "1.5% for Solar" obligation for the bond project. In August 2011, ODOE approved this approach.

An RFP for the potential solar project was issued and made available to all interested firms on August 16, 2011. The RFP sought "turn-key" development proposals which would include design, engineering, permitting, construction, financing, operational support, and maintenance services, plus potential for linkage to PCC's academic programs. The RFP was advertised in the Daily Journal of Commerce, State of Oregon ORPIN website, and on the PCC Solicitation website. A total of eighty (80) firms registered and downloaded a copy of the RFP document, including five (5) MWESB firms.

On September 15, 2011, a total of five (5) proposals were received in response to the RFP. Written proposals were reviewed and scored by an evaluation committee based on the following criteria: Proposal Offer and Terms, System Components, Proposal-Project Approach, Project Schedule, Aesthetics, and Proposal Viability.

Written proposal evaluation scores by the evaluation committee are as follows:

<b><u>Firm</u></b>	<b><u>Points</u></b>
Alion Incorporated	
Oak Leaf Energy Partners	
REC Solar	
REDCO	
Solar City Corporation	

The committee selected the top two scoring proposers for the interview process. During the interview process, the proposers were also evaluated

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and scored based on their presentation and their approach in responding to each of the committee questions. The recommendation for award was given to the proposer who received the highest interview score. Below is a scoring for the interview.

**Firm**

**Points**

Oak Leaf Energy Partners  
Solar City Corporation

The proposal selected provides 500 kW annually of solar generated electricity to the College over a twenty (20) year period at a significant discount compared to anticipated PGE utility rates over the same period. The estimated net present value of these savings based on current usage levels is \_\_\_\_\_. The required contribution by the College towards this system is \$\_\_\_\_,000. The panels to be used are made by a local manufacturer. The College will have the option to purchase the system at the end of the term of the agreement. The Energy Trust of Oregon will contribute a minimum of \$374,000 towards the project.

The project will include the lease of approximately three acres of PCC-owned real property at Rock Creek for the placement of a ground mounted solar energy installation for twenty years through a ground lease with the successful proposer.

**RECOMMENDATION:**

That the Board award the development of the Solar Ground Mount facility at the Rock Creek campus to XXX Solar; that the Board delegate authority to the District President or his designee to negotiate those agreements necessary for XXX Solar to develop a 500KW ground mount solar facility at the Rock Creek campus, subject to the prior concurrence of College Counsel.

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12-040

ACCEPT PROPOSALS AND AWARD CONTRACT  
FOR PARKING LOT MAINTENANCE SERVICES TO  
COAST PAVEMENT SERVICES AND MTM  
GENERAL CONTRACTORS, INC.

PREPARED BY: Sandy Wanner, Lead Buyer/Contract Specialist

FINANCIAL  
RESPONSIBILITY: John Garner, Manager, Parking & Transportation

APPROVED BY: Cherie Chevalier, Associate Vice President, Finance  
Wing-Kit Chung, Vice President, Admin. Services  
Dr. Preston Pulliams, District President

REPORT: The College has a need for Parking Lot Maintenance Services for all campuses and centers. Services include, but are not limited, to general maintenance, power washing curbs/motorcycle areas, repairing holes in streets and lots, installing and/or adjusting speed bumps, various striping, and painting on an "as needed" basis as directed by College staff. Because parking lot maintenance work needs to be scheduled on weekends, sometimes at multiple campuses, it would best meet the Colleges needs to utilize more than one contractor.

The RFP was advertised on September 1, 2011 in the Daily Journal of Commerce, on the State of Oregon Procurement Information Network (ORPIN), and on the College's solicitation website. A total of sixteen (16) RFP documents were downloaded from the College's Purchasing Website, of which two (2) were downloaded by MWESB firms by the due date of September 21, 2011.

The evaluation committee members reviewed the proposals based on the following criteria: background, experience & qualifications, safety & compliance, and cost & technique. The award will be given to the primary and secondary vendor based on the highest evaluation score.

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<b>Proposer Name:</b>	<b>Score:</b>
Coast Pavement Services (Primary)	267
MTM General Contractor (Secondary)	240

**Note:** MTM General Contractor's, Inc. is certified as a WBE/ESB firm.

**RECOMMENDATION:** That the Board of Directors accept the two (2) submitted proposals and award the contract to the primary contractor, Coast Pavement Services, and the secondary contractor, MTM General Contractor, to provide Parking Lot Maintenance Services. The initial contract period will commence November 1, 2011 (or as soon as possible after the contract is negotiated) and end October 31, 2014 at an estimated annual amount of \$150,000, subject to renewal on an annual basis, beginning November 1, 2014 through October 31, 2016. Expenditures for this project will come from the parking fund.

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12-041

ACCEPT PROPOSALS AND AWARD CONTRACTS  
FOR ARCHITECTURE/ENGINEERING SERVICES  
FOR THE BOND CONSTRUCTION SMALL  
PROJECTS TO MULTIPLE CONSULTANTS

PREPARED BY: Avelina Gulmatico, Bond Procurement Coordinator

FINANCIAL  
RESPONSIBILITY: Linda Degman, Associate Director of Bond Program

APPROVED BY: Wing-Kit Chung, Vice-President, Administrative  
Services  
Randy McEwen, District Vice President  
Dr. Preston Pulliams, District President

REPORT: The College has a need to hire consultants who have the expertise and capability to provide Architecture/ Engineering and associated consulting services for smaller-scale capital construction projects for the Bond Program for specific sites and in addition to existing services provided through campus project teams. Work may include, as an example, Swan Island renovation, Childcare consulting, Kanjaya renovation, plus other areas that may come up over the life of the Bond Program. The Bond Program intends to issue multi-year contracts with multiple consultants on an as needed basis. The services may include, but are not limited to planning/design, programming/schematic work, preparation of cost estimates, design document preparation, and construction administration. The estimated cost of the combined contracts will exceed the \$150,000 threshold, which required a formal solicitation process (B505).

On July 22, 2011, the Request for Proposals (RFP) was advertised in the Daily Journal of Commerce, State of Oregon (ORPIN) System and the RFP document was accessible on the PCC Solicitation website. A total of 152 companies registered and obtained a copy of the RFP (47 of these companies registered as Oregon MWESB firms). By deadline of August 18, 2011, 11:00 A.M., the College received a

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total of nineteen (19) proposals. These proposals were reviewed and evaluated based on the following criteria: firm background, experience, approach, project scheduling and coordination, fees and compensation, and social responsibilities. Below is a list of proposers and their final evaluation scores. The award recommendation was given to the top ten (10) highest scored proposers.

<b><u>Proposer</u></b>	<b><u>Evaluation score</u></b>
<b><i>DAO Architecture*</i></b>	<b><i>454</i></b>
<b><i>Richard Brown Architects*</i></b>	<b><i>452</i></b>
<b><i>Scott Edwards Architecture</i></b>	<b><i>448</i></b>
<b><i>DECA Architecture Inc*</i></b>	<b><i>447</i></b>
<b><i>LEEKA Architecture/Planning*</i></b>	<b><i>447</i></b>
<b><i>Merryman Barnes Architects Inc*</i></b>	<b><i>437</i></b>
<b><i>Waterleaf Architecture</i></b>	<b><i>429</i></b>
<b><i>Fletcher Farr Ayote, Inc.</i></b>	<b><i>415</i></b>
<b><i>Henneberry Eddy Architects</i></b>	<b><i>406</i></b>
<b><i>Solarc Architecture</i></b>	<b><i>410</i></b>
Oh Planning+Design Architecture*	394
BBL Architecture	385
LGA Architecture	383
BLRB Architects	383
Cundiff Engineering Inc.	356
Eleven Eng & Design Inc*	349
Carleton Hart Architecture*	344
Solace Design	271

\*Oregon Certified MWESB

RECOMMENDATION: That the Board of Directors accept the proposals and award Architecture/Engineering Services (A/E) contracts (on an as needed basis) to the following: DAO Architecture, DECA Architecture, Fletcher Farr Ayote, Henneberry Eddy Architects, LEEKA Architecture, Merryman Barnes Architects, Richard Brown Architects, Scott Edwards Architects, Solarc Architecture, and Waterleaf Architecture. *The Bond Program anticipates A/E activities associated with the Bond smaller-scale construction projects spread over the course of the five (5) year period with contracts issued on an as needed basis with any single contract*



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*amount not to exceed \$500,000.* Funding will be from bond funds.

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AUTHORIZATION TO UTILIZE AN INTER-  
GOVERNMENTAL COOPERATIVE CONTRACT  
FOR THE ACQUISITION OF AVAMAR  
DEDUPLICATION BACKUP SOFTWARE AND  
SYSTEM

PREPARED BY: Avelina Gulmatico, Bond Procurement Coordinator

FINANCIAL  
RESPONSIBILITY: Linda M. Degman, Assoc Director of Bond Program

APPROVED BY: Wing-Kit Chung, Vice-President, Administrative  
Services  
Randy McEwen, District Vice President  
Dr. Preston Pulliams, District President

REPORT: The College has a need to replace the existing and aging Hewlett Packard enterprise backup system. The current system is about 15 years old and is no longer able to accommodate the increased demands of data storage space. Technology Solutions Services (TSS) staff reviewed and evaluated new backup and recovery solutions. After a review of the products available and consulting with a Gartner analyst, TSS narrowed the choices to Avamar and Netbackup solutions. TSS made a recommendation to replace the current system with an Avamar data replication and backup system. The Avamar hardware, software, and training solution supports all file systems currently in use at PCC, is network friendly, will allow for data replication to a disaster recovery site, has high reliability, and a transition would be less disruptive to all users. The estimated cost for this purchase will exceed the \$150,000 threshold, thus requiring the Board of Directors approval.

The Avamar product is available through Western States Contracting Alliance (WSCA). The College is a member of WSCA, which is an incorporated not-for-profit multi-state membership organization dedicated to maximizing the value of state and local government technology. Utilizing a WSCA contract is allowed without a competitive process per the College

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Procurement Rules (CCR 214). The WSCA contract for Avamar products is included with EMC Corporation's contract (# B27161) and is valid through year 2014.

**RECOMMENDATION:** That the Board of Directors authorize the use of an inter-governmental contract for the acquisition of Avamar products and pricing from Righti Systems Inc. (authorized supplier of Avamar products) based on WSCA contract (B27161), valid through 2014. The estimated cost for this project will be \$570,000. Funding will be from Bond Fund.



*Portland Community College does not tolerate unlawful discrimination based on race, color, religion, ethnicity, use of native language, national origin, sex, marital status, height/weight ratio, disability, veteran status, age, or sexual orientation in any area, activity or operation of the District. In addition, the college complies with the Civil Rights Act of 1964 (as amended), related Executive Orders 11246 and 11375, Title IX of the Education Amendments Act of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990 (as amended), USERRA – Uniformed Services Employment and Reemployment Rights Act, and all county, state and federal civil rights laws. Accordingly, equal opportunity for employment, admission, and participation in the college's benefit and services shall be extended to all persons, and the college shall promote equal opportunity and treatment through a positive and continuing affirmative action plan.*

