



Board of Directors **Business Session**

October 24, 2019

#think**PCC**first

Portland Community College Board of Directors

Vision

Building futures for our Students and Communities

Mission

Portland Community College supports student success by delivering access to quality education while advancing economic development and promoting sustainability in a collaborative culture of diversity, equity and inclusion.

Core Themes

- Access and Student Success
- Economic Development and Sustainability
- Quality Education
- Diversity, Equity and Inclusion

Approved January 21, 2016

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 and 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

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

BUSINESS SESSION
October 24, 2019
Sylvania Campus
12000 SW 49th Avenue, Portland, OR 97219

AGENDA

- | | | |
|---------|--|-------------------|
| 4:00 PM | Work Session | Oak Room |
| | <ul style="list-style-type: none">• ACCT Debrief--Chair Harper (5 minutes)• Fall Enrollment—Heather Lang (10 minutes)• Budget Update—Eric Blumenthal (20 minutes)• Student Report—Hannah Alzgal (5 minutes)• OCCA/OPC—Jim Harper and Mark Mitsui (5 minutes) | |
| 4:45 PM | Executive Session | CC 233C |
| | In accordance with ORS 192.660 (2), (a) employment of a public official, (d) labor negotiations, (e) real property, (h) litigation, (k) school safety | |
| 5:45 PM | Board Dinner | Elm and Fir Rooms |
| 6:30 PM | Call to Order—Business Session | CC 233A and B |
| | <ul style="list-style-type: none">• Introductions• Approval of Agenda• Approval of Minutes-July 26, 2019 and September 19, 2019 | |
| 6:35 PM | Recognition | |
| | <ul style="list-style-type: none">• ASPCC Presidents• Presidential Interns | |
| 6:40 PM | Adjourn Business Session and Convene as Local Contract Review Board | |
| | <ul style="list-style-type: none">• Public Hearing on Exemption from Competitive Bidding in accordance with ORS 279C.335 (2) and (5)• Public Comment on Exemption from Competitive Bidding (A sign-up sheet is on a table at the entrance of the meeting room.) | |
| 6:50 PM | Adjourn as Local Contract Review Board and reconvene Business Session | |
| 6:50 PM | Information Sessions | |
| | <ul style="list-style-type: none">• Legislative Update — Emma Kallaway (15 minutes)• Budget Report—Eric Blumenthal (15 minutes) | |

7:20 PM **Public Comment on Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)

7:25 PM **Business Session**

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.)

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Academic Professional Appointments:

Aimee Bosland, Cooperative Education/Student
Employment Specialist, Office of the Dean of
Student Development, Rock Creek Campus
Bianca de Garriz, Admissions and Recruitment
Coordinator, Student Affairs
Sammuel Erickson, Teaching and Learning Specialist
(0.5 FTE), Office of the Dean of Instruction,
Southeast Campus (Temporary)
Melissa Gritz, Child Development Center Coordinator,
Office of the Dean of Instruction, Sylvania
Campus
Nicholas Hadley, Veterans Resource Center
Coordinator, Office of the Dean of Student
Development, Rock Creek Campus
Erica Hand, Enrollment Advisor, Enrollment
Management Department, Student Affairs
(Temporary)
Jennifer Jett, Enrollment Advisor, Enrollment
Management Department, Student Affairs
(Temporary)
Nico Judd, Queer Resource Center Coordinator,
Office of the Dean of Student Development,
Southeast Campus
Darcie Kinsella, Student Resource Specialist, English
and World Languages Division, Sylvania
Campus (Temporary)
Michelle Marusek, Enrollment Advisor, Enrollment
Management Department, Student Affairs
(Temporary)
Katie Morgan, Student Resource Specialist, Links
Program, Southeast Campus (NonGeneral
Fund)
Reimi Patterson-Davidson, Enrollment Advisor,
Enrollment Management Department, Student
Affairs (Temporary)

Xochitl Ramirez, Addictions Counseling Grant
Coordinator, Allied Health, Emergency and
Legal Services Division, Cascade Campus
(NonGeneral Fund Temporary)

Susan Watson, Curriculum Coordinator, Academic
Affairs

Becca Zimmer-Wolf, Admissions and Recruitment
Coordinator, Student Affairs

Administrative Appointments:

Jerome Annen, Academic Support Services Manager,
Office of the Dean of Instruction, Southeast
Campus (Temporary)

Phil Christain, Associate Dean of Student
Development, Office of the Dean of Student
Development, Southeast Campus (Temporary)

Ray Hoyt, Interim Executive Director, CLIMB
Programs, Workforce Development and
Continuing Education, CLIMB Center
(Temporary)

Tina Luong, Systems Analyst, Information Technology

Jessie Matsumura, Systems Analyst, Information
Technology

Leslie Mestman, Interim Director of Community
Education, Workforce Development and
Continuing Education, CLIMB Center
Administrative Appointment (Temporary)

Vivian Miranda, Dean of Student Development, Office
of the Dean of Student Development, Cascade
Campus

Matthew Ogawa, Director of Admissions and
Recruitment, Student Affairs

Laura Ward, Bond Facilities Project Manager, Bond
Program (Temporary)

Faculty Appointments:

Jimena Alvarado, Instructor, Women's and Gender
Studies, Liberal Arts and Pre-College Division,
Southeast Campus (Temporary)

Anna Erwert, Instructor, Composition and Literature
Liberal Arts and Pre-College Division,
Southeast Campus (Temporary)

Richard Goodwin, Instructor, English for Speakers of
Other Languages (ESOL), Math, Sciences and
Career Technical Education Division,
Southeast Campus (Temporary)

Tim Hodgson, Instructor, Trades and Industry, Arts
and Professions Division, Cascade Campus
(Temporary)

Angela Sakrison, Instructor, Geographic Information Systems, Social Sciences and Human Development Division, Sylvania Campus (Temporary)

Emily Somervell, Counselor, Office of the Dean of Student Success, Student Affairs (Temporary)

Lara Messersmith-Glavin, Instructor, Developmental Education (0.5FTE Job Share with Jessica Johnson), Liberal Arts and Pre-College Division, Southeast Campus Temporary)

Retirees:

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20-059	Authorization to Contract to Provide Fire Alarm Systems Service, Repair, and Remodeling Services	128
20-060	Adopt Findings - Grant an Exemption from Competitive Bidding - Authorize Use of the Construction Manager/General Contractor (CMGC) Alternative Contracting Method for Rock Creek Campus Upgrades to Buildings 2, 3 and 7	129

20-061	Adopt Findings - Grant an Exemption from Competitive Bidding - Authorize Use of the Construction Manager/General Contractor (CMGC) Alternative Contracting Method for the Portland Metropolitan Workforce Training Center	139
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BOARD

20-062	Authorization for College President to Approve Compensation for Re-Employed PERS Retirees	146
20-063	Appoint Board of Directors Member to the Audit Committee	147

7:30 PM **Public Comment on Non-Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)

7:35 PM **Reports** (5 minutes each)

- Faculty and Academic Professionals
- Classified
- Students
- Board Members
- President

8:00 PM **Adjournment**

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 boardresolutions@pcc.edu. 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
PO BOX 19000, Portland, Oregon 97280

PLANNING RETREAT

July 26, 2019
5433 N Michigan Avenue
Portland, OR 97217

MEETING MINUTES

ATTENDANCE

Mohamed Alyajouri, Hannah Alzgal, Alex Diaz Rios, Denise Frisbee, Jim Harper, Mark Mitsui, Tiffani Penson, Dan Saltzman, Michael Sonnleitner

CALL TO ORDER

Vice Chair Jim Harper called the meeting to order at 8:00am.

Chair Jim Harper and President Mitsui welcomed the members of the board.

PLANNING SESSION

Sally Rhys, retreat facilitator, helped the board establish their own sets of rules and expectations for the work being done today. Board members agreed to be present, timely and respectful of all discussion.

Sally led a discussion of her report created from the recurring themes presented in the individual interviews prior to the retreat. Access and success were commonalities present in all interviews, as well as the need to address student barriers including housing.

Board members reached a consensus that their board priorities for 2019-2020 should be tied to the board legacy goals. These will be discussed at the upcoming board meeting.

ADJOURNMENT

The planning session adjourned at 3:00pm.

Jim Harper, Chair

Mark Mitsui, College President

Prepared by:

Jeannie Moton, Executive Coordinator

Minutes approved on October 24, 2019.

PORTLAND COMMUNITY COLLEGE - BOARD OF DIRECTORS
PO BOX 19000 - Portland, OR 97280

BUSINESS SESSION

September 19, 2019
Sylvania Campus
12000 SW 49th Avenue, Portland, OR 97219

BOARD MEETING MINUTES

ATTENDANCE

Mohamed Alyajouri, Hannah Alzgal, Alex Diaz Rios, Denise Frisbee, Jim Harper, Mark Mitsui, Dan Saltzman, Michael Sonleitner

WORK SESSION

The board met for a work session to receive various updates and to discuss their goals and structure. The board was updated about strategic planning, organizational structure, Oregon Community College Association activities, Oregon President's Council activities and a student update. The board discussed committee structure and finalized their board goals.

EXECUTIVE SESSION

The board met in accordance with ORS 192.660 (2), (a) employment of a public official (d) labor negotiations, (e) real property, and (k) school safety.

CALL TO ORDER

Chair Jim Harper called the business meeting to order at 7:04 pm.

APPROVAL OF THE AGENDA

A motion was made to remove Resolution 20-046 from consent agenda for a roll call vote. Frisbee/Sonleitner

The amended consent agenda was approved. Frisbee/Alyajouri

The August 15, 2019 meeting minutes were approved as published. Alyajouri/Frisbee

INFORMATION SESSION

Fourth and Montgomery Update — Linda Degman

The board was updated on the building project at Fourth and Montgomery, known as 4M. This building is in partnership with Portland State University (PSU) and the funding is coming from the 2008 Bond program. The total project cost is \$20.9 million dollars, with \$8 million of the funding coming from the State. The downtown location provides increased transit options as streetcar and light rail will run close to the building. PCC will be occupying the third and part of the second floors. There is a historic apartment building that we had to build around. There will be a green roof as that is a requirement for any new buildings in downtown Portland.

The dental assisting and dental hygiene programs will be relocated from Sylvania to this 30,000 square foot location. There will also be a simulation lab, which PCC does not currently have, which will allow us to teach at a much higher level.

This building is on track to be LEED Gold. We are currently on track to meet the goal of 20% Minority-owned, Woman-owned, or Emerging Small Business (MWESB). The building currently has 19.6% MWESB of total contracted design phase services and we are projected to reach 20.5% MWESB participation. PSU negotiates all the contracts for the consortium.

The dental program shifted their fall timeline so that there would be time for the dental program equipment to be moved over for the winter term. The anticipated completion date for construction is October 31, 2020. The dental program will move in December 2020 for the winter term start of January 2021.

Internal Audit Update — Jessica Johnson

The Office of the Internal Auditor's (OIA) mission is to provide an independent, objective, assurance and consulting activity designed to add value and improve college operations.

Values of the OIA include: upholding the Standards and Ethics of the internal audit profession; listening; aligning with the strategies, objectives, and risks of PCC; and promoting organizational improvement by being insightful, proactive, and future-focused.

Ms. Johnson provided insight into the functions of the Audit Committee, which includes: assists the Board of Directors in fulfilling its oversight responsibilities relating to governance, risk management and compliance; helps ensure the independence and effectiveness of the external and internal audit functions; reviews external and internal audit plans and results; receives notice of investigatory activities; reviews management's progress on resolving findings; provides feedback and opinions to the Internal Auditor, College President, and Board of Directors..

Director Sonnleitner thanked her for her work on the audit committee and asked that she provide one or two examples where she has saved PCC money by virtue of the work she has done. Ms. Johnson explained that much of the value that internal audit provides is intangible – just her presence acts as a deterrent to fraud.

Director Saltzman suggested a wording change to Resolution 20-044.

Chair Harper asked for a motion to amend resolution 20-044 by replacing the word citizen with resident. Saltzman/Frisbee

PUBLIC COMMENT ON AGENDA ITEMS

Scott Berge and Michael Sykes.....20-046

BUSINESS SESSION

Chair Harper called for the roll call vote on Resolution 20-046: Resolution of Necessity to Acquire Property in Scappoose for the Oregon Manufacturing Innovation Training Center.

Diaz Rios – Yes
Sonnleitner – Yes
Frisbee – Yes

Harper – Yes,
Alyajouri – Yes
Satzman – Yes

Chair Harper proposed approval for the consent agenda items 20-030 through 20-045. Frisbee/Alyajouri

The Board of Directors worked on the board goals and priorities. Chair Harper presented these for approval. He called for a motion to approve the finalized 2019-2020 board goals. Alyajouri/Frisbee

PUBLIC COMMENT ON NON-AGENDA ITEMS

Nellie Long.....	Living wage
Vincent Blanco.....	Importance of employees
Sylvia Gray.....	Support for employees
Jordan Durbin.....	Teaching and learning
Wendy Connelly.....	Equal pay for part-time faculty
Trina Hing.....	Living wage
Julie Hastings.....	Majority faculty love PCC
Leslie Bugg.....	Cost of “living wage”
Sara Packer.....	Student Success

REPORTS

Faculty and Academic Professionals: Frank Goulard

I think the last 9 speakers are an excellent sampling of the individuals behind those speakers and the signatures on that banner. 2600 behind the Classified and AP Federations. We think about the majority of our residents are uncomfortable and stressed. President Mitsui came to Oaks Park for the annual Labor Day picnic. What I want the board to know about President Mitsui, he was trying to leave the stage and go to the other speakers, when one of our part time faculty started talking to him. President Mitsui stayed for half an hour to talk to this individual. It is that kind of listening that I hope is going on and happened to those you just heard. We look forward to the start of fall term and look forward to a good working relationship with President Mitsui and the Board.

Classified: Jeff Grider

Thank you everyone to those who spoke up tonight. I love PCC and I've spoken about my history here before. I do receive some release time to do my union related work. I am one of two delegates to submit our work at the Union Convention – I was told this

would not be accepted for release time. The other delegate was denied as well and had to use over 20 hours of their vacation time to attend. I understand the decisions you make are difficult I just ask that you think about the people here when you do.

Student: Hannah Alzgal

One of the pressing issues the District Student Council is dealing with is a decline in budget due to a decline in enrollment. Welcome back week is next week. At the Silver Falls ASPCC retreat with administration we engaged in giving feedback. She wanted to thank everyone for speaking tonight. Those people were the reason she stayed at PCC during her first year as a student.

Board Members:

Director Sonnleitner said, as an advocate of freedom of expression it should be noted that I appreciate everyone who came to speak today. I am glad you all mustered the courage to speak. I invite you all to come and speak with me at numerous events this week. This is climate action week and you will find me marching across the Hawthorne Bridge to OMSI. There is, in my opinion, no issue bigger than the climate emergency that threatens us. Some of us are concerned about putting food on the table tomorrow, if things go as they are it would not be beyond belief if 1/3 of the species would be extinct

President:

Thank you for everybody being here tonight. Thank you to everyone who made in-service possible and those who participated. Neal Naigus is retiring after 42 years at PCC. He will not be completely leaving as he will continue to work at PCC on a casual basis.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:24 pm.

Jim Harper, Chair

Mark Mitsui, College President

Prepared by:

Jeannie Moton, Executive Coordinator

Minutes approved on October 24, 2019.

October 24, 2019

20-047

APPROVAL OF PERSONNEL ACTIONS

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Mark Mitsui, College President

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

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

Academic Professional Appointment– Aimee Bosland

Cooperative Education/Student Employment Specialist

Office of the Dean of Student Development, Rock Creek Campus

Annual Salary: \$47,615

Grade: 3

Step: 3

Effective: September 30, 2019

Education: Portland State University BS, Community Health Education

Portland Community College AS, General Studies

Most Recent Experience: Portland Community College

Vocational Trainer

Applicant Flow:

Gender

Ethnicity

6 Female

0 American Indian or Alaska Native

0 Male

0 Asian

2 Not Disclosed

0 Black or African American

0 Hispanic/Latino

0 Native Hawaiian or Other Pacific Islander

3 Not Disclosed

0 Two or More Selections

5 White

8 Total

Academic Professional Appointment– Bianca de Garriz

Admissions and Recruitment Coordinator

Student Affairs

Annual Salary: \$52,179

Grade: 5

Step: 2

Effective: September 23, 2019

Education: Northern Arizona University Med, Counseling – Student Affairs

Arizona State University BS, Sociology

Most Recent Experience: U.S. Air Force Reserve

Maintenance Management Data Analyst and Database Manager

Applicant Flow:

Gender

Ethnicity

78	Female	2	American Indian or Alaska Native
44	Male	9	Asian
3	Not Disclosed	5	Black or African American
		7	Hispanic/Latino
		2	Native Hawaiian or Other Pacific Islander
		10	Not Disclosed
		15	Two or More Selections
		75	White
		<hr/>	
		125	Total

Academic Professional Appointment (Temporary)– Samuel Erickson

Teaching and Learning Specialist (0.5 FTE)

Office of the Dean of Instruction, Southeast Campus

Annual Salary: \$54,003 @ 0.5FTE Grade: 3 Step: 5

Effective: September 22, 2019 to September 21, 2020

Education: Kansas State University BA, English
 Kansas State University MA, English

Most Recent Experience: Portland Community College
 Adjunct Instructor
 TLC Coordinator (Casual)

Applicant Flow: 3.64 Appointment

Academic Professional Appointment– Melissa Gritz

Child Development Center Coordinator

Office of the Dean of Instruction, Sylvania Campus

Annual Salary: \$50,709 Grade: 4 Step: 3

Effective: September 23, 2019

Education: Portland State University MEd, Curriculum and Instruction
 Washington State University BA, Human Development
 Portland Community College AA, General Studies

Most Recent Experience: Oregon Department of Human Services
 Social Service Specialist I

Applicant Flow:

Gender

Ethnicity

43	Female	0	American Indian or Alaska Native
10	Male	2	Asian
2	Not Disclosed	5	Black or African American
		5	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		3	Not Disclosed
		3	Two or More Selections
		37	White
		<hr/>	
		55	Total

Academic Professional Appointment– **Nicholas Hadley**

Veterans Resource Center Coordinator

Office of the Dean of Student Development, Rock Creek Campus

Annual Salary: \$50,414

Grade: 5

Step: 1

Effective: September 16, 2019

Education: Marylhurst University

BS, Business Management

Clackamas Community College

AAS, Digital Multimedia

Communications

Most Recent Experience: Portland Community College

Veterans Resource Center Coordinator (Interim)

Applicant Flow:

Gender

Ethnicity

22 Female

0 American Indian or Alaska Native

19 Male

2 Asian

3 Not

1 Black or African American

Disclosed

4 Hispanic/Latino

1 Native Hawaiian or Other Pacific Islander

4 Not Disclosed

4 Two or More Selections

28 White

44 Total

Academic Professional Appointment (Temporary)– **Erica Hand**

Enrollment Advisor

Enrollment Management Department, Student Affairs

Annual Salary: \$56,511

Grade: 3

Step: 8

Effective: September 4, 2019 to August 20, 2020

Education: University of Oregon

BA, Education: Educational Studies

Portland State University

MS, Educational Leadership

Most Recent Experience: Portland Community College

Employment Specialist

Applicant Flow: 3.64 Appointment

Academic Professional Appointment (Temporary)– **Jennifer Jett**

Enrollment Advisor

Enrollment Management Department, Student Affairs

Annual Salary: \$44,448

Grade: 3

Step: 1

Effective: September 4, 2019 to August 20, 2020

Education: Portland State University

BS, Arts and English

Most Recent Experience: Portland Community College

Instructional Administrative Assistant, II

Applicant Flow: 3.64 Appointment

Academic Professional Appointment– Nico Judd

Queer Resource Center Coordinator

Office of the Dean of Student Development, Southeast Campus

Annual Salary: \$54,003

Grade: 5

Step: 3

Effective: October 1, 2019

Education: University of Denver
Marist College

MA, International Human Rights
MA, Psychology
BA, Psychology

Most Recent Experience: Quest Center for Integrative Health
Director of HIV Services

Applicant Flow:

Gender

32 Female

15 Male

22 Not Disclosed

Ethnicity

0 American Indian or Alaska Native

4 Asian

5 Black or African American

1 Hispanic/Latino

0 Native Hawaiian or Other Pacific Islander

7 Not Disclosed

4 Two or More Selections

48 White

69 Total

Academic Professional Appointment (Temporary)– Darcie Kinsella

Student Resource Specialist

English and World Languages Division, Sylvania Campus

Annual Salary: \$47,615

Grade: 3

Step: 3

Effective: August 21, 2019 to June 30, 2020

Education: The University of Victoria
The Open University

BA, Applied Linguistics
MA, Education

Most Recent Experience: Portland Community College
Adjunct Faculty

Applicant Flow: 3.64 Appointment

Academic Professional Appointment (Temporary)– Michelle Marusek

Enrollment Advisor

Enrollment Management Department, Student Affairs

Annual Salary: \$44,448

Grade: 3

Step: 1

Effective: September 4, 2019 to August 20, 2020

Education: Ohio University
Ohio University
New Mexico State University

BFA, Education
BFA, Painting
MFA

Most Recent Experience: Portland Community College
Adjunct Faculty

Applicant Flow: 3.64 Appointment

Academic Professional Appointment (NonGeneral Fund)– Katie Morgan

Student Resource Specialist

Links Program, Southeast Campus

Annual Salary: \$49,282

Grade: 3

Step: 4

Effective: September 30, 2019

Education: Marylhurst University
Trinity University

MA, Education

BA, Political Science

Most Recent Experience: Wilson High School
College and Career Coordinator

Applicant Flow:

Gender

Ethnicity

42 Female

2 American Indian or Alaska Native

16 Male

1 Asian

2 Not Disclosed

5 Black or African American

5 Hispanic/Latino

0 Native Hawaiian or Other Pacific Islander

4 Not Disclosed

7 Two or More Selections

36 White

60 Total

Academic Professional Appointment (Temporary)– Reimi Patterson-Davidson

Enrollment Advisor

Enrollment Management Department, Student Affairs

Annual Salary: \$44,448

Grade: 3

Step: 1

Effective: September 4, 2019 to August 20, 2020

Education: Honolulu Community College

AA, Liberal Arts

University of Hawaii at Manoa

BA, History and Religion

New Mexico State University

MA, History

University of Washington

PhD, History

Most Recent Experience: Portland Community College
Graduation and Transfer Credit Evaluator

Applicant Flow: 3.64 Appointment

Academic Professional Appointment (NonGeneral Fund Temporary)– Xochitl Ramirez

Addictions Counseling Grant Coordinator

Allied Health, Emergency and Legal Services Division, Cascade Campus

Annual Salary: \$47,615 @ .5 FTE

Grade: 3

Step: 3

Effective: September 18, 2019 to June 30, 2022

Education: Portland State University

MS, Educational Leadership
and Policy

BA, Sociology

AS, Oregon Transfer

Most Recent Experience: Portland Community College
College Success Coach

Applicant Flow:

Gender

Ethnicity

2	Native Hawaiian or Other Pacific Islander
10	Not Disclosed
15	Two or More Selections
75	White
<hr/> 125	Total

Administrative Appointment (Temporary)– Jerome Annen

Academic Support Services Manager

Office of the Dean of Instruction, Southeast Campus

Annual Salary: \$77,736 Grade: K

Effective: September 22, 2019 to September 21, 2020

Education: Oregon State University BS, Agricultural and Resource Economics

Most Recent Experience: Portland Community College
Resource Center Coordinator

Applicant Flow: Direct Appointment

Administrative Appointment (Temporary)– Phil Christain

Associate Dean of Student Development

Office of the Dean of Student Development, Southeast Campus

Annual Salary: \$86,187 Grade: M

Effective: September 6, 2019 to November 15, 2019

Education: University of Oregon BS, Recreation and Park Management
Grand Canyon University ME, Education Administration

Most Recent Experience: Portland Community College
Academic Advising Coordinator

Applicant Flow: Direct Appointment

Administrative Appointment (Temporary)– Ray Hoyt

Interim Executive Director, CLIMB Programs

Workforce Development and Continuing Education, CLIMB Center

Annual Salary: \$109,548 Grade: N

Effective: September 3, 2019 to February 6, 2020

Education: Oregon State University BS, Forestry Management
Oregon State University MF, Forestry Management
Oregon State University EdM, Adult and Community Education

Most Recent Experience: H. Ray Hoyt Associates, LLC
President / Owner

Applicant Flow: Direct Appointment / Targeted Recruitment

Administrative Appointment– Tina Luong

Systems Analyst

Information Technology

Annual Salary: \$88,567 Grade: J

Effective: September 21, 2019

Education: Portland Community College AAS, Computer Information Systems
 Most Recent Experience: Portland Community College Programmer Analyst II

Applicant Flow:
 Gender Ethnicity
 5 Female 1 American Indian or Alaska Native
 19 Male 5 Asian
 1 Not Disclosed 2 Black or African American
 0 Hispanic/Latino
 0 Native Hawaiian or Other Pacific Islander
 3 Not Disclosed
 1 Two or More Selections
 13 White
 25 Total

Administrative Appointment– **Jessie Matsumura**

Systems Analyst

Information Technology

Annual Salary: \$85,873 Grade: J

Effective: September 21, 2019

Education: California Polytechnic State University BS, Business/Management Information Systems
 Monterey Peninsula College AA, General Education

Most Recent Experience: Portland Community College Programmer Analyst II

Applicant Flow:
 Gender Ethnicity
 5 Female 1 American Indian or Alaska Native
 19 Male 5 Asian
 1 Not Disclosed 2 Black or African American
 0 Hispanic/Latino
 0 Native Hawaiian or Other Pacific Islander
 3 Not Disclosed
 1 Two or More Selections
 13 White
 25 Total

Administrative Appointment (Temporary)– **Leslie Mestman**

Interim Director of Community Education

Workforce Development and Continuing Education, CLIMB Center

Annual Salary: \$94,000 Grade: M

Effective: August 19, 2019 to August 19, 2020

Education: University of California, Santa Cruz BA, Environmental Studies
 San Francisco State University MA, Political Science

Most Recent Experience: Portland Community College
Program Manager II
Applicant Flow: Direct Appointment

Administrative Appointment– Vivian Miranda

Dean of Student Development

Office of the Dean of Student Development, Cascade Campus

Annual Salary: \$115,000 Grade: O

Effective: October 14, 2019

Education: Arizona State University PHd, Higher and Postsecondary
Education
MAEd, Student Development
BSW, Social Work

Mesa Community College AA, General

Most Recent Experience: Paradise Valley Community College
Director of Student Success and Retention

Applicant Flow:

Gender

Ethnicity

39	Female	3	American Indian or Alaska Native
43	Male	4	Asian
1	Not Disclosed	19	Black or African American
		3	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		6	Not Disclosed
		9	Two or More Selections
		39	White
		83	Total

Administrative Appointment– Matthew Ogawa

Director of Admissions and Recruitment

Student Affairs

Annual Salary: \$94,000 Grade: M

Effective: September 7, 2019

Education: Portland State University MS, Educational Policy
Oregon State University BA, English

Most Recent Experience: Oregon State University
Associate Director of Admissions for Recruitment

Applicant Flow:

Gender

Ethnicity

20	Female	1	American Indian or Alaska Native
26	Male	4	Asian
3	Not Disclosed	13	Black or African American
		1	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		6	Not Disclosed
		6	Two or More Selections

18	White
49	Total

Administrative Appointment (Temporary)– Laura Ward

Bond Facilities Project Manager

Bond Program

Annual Salary: \$107,165

Grade: L

Effective: September 10, 2019 to January 31, 2020

Education: Texas A&M University BS, Mechanical Engineering

Most Recent Experience: Portland Community College
Energy Manager

Applicant Flow:

Gender

Ethnicity

1 Female

0 American Indian or Alaska Native

0 Male

0 Asian

0 Not Disclosed

0 Black or African American

0 Hispanic/Latino

0 Native Hawaiian or Other Pacific Islander

0 Not Disclosed

0 Two or More Selections

1 White

1 Total

Faculty Appointment (Temporary)– Jimena Alvarado

Instructor, Women's and Gender Studies

Liberal Arts and Pre-College Division, Southeast Campus

Annual Salary: \$62,391

Step: 6

Effective: August 2, 2019 to June 20, 2020

Education: University of Costa Rica BA, Psychology

San Diego State University MA, Women's Studies

Portland State University PhD, Applied Community Psychology

Most Recent Experience: Portland Community College

Instructor, Women's and Gender Studies (temporary)

Applicant Flow: 3.64 Appointment

Faculty Appointment (Temporary)– Anna Erwert

Instructor, Composition and Literature

Liberal Arts and Pre-College Division, Southeast Campus

Annual Salary: \$56,274

Step: 3

Effective: August 21, 2019 to June 20, 2020

Education: University of California, Santa Cruz BA, Comparative Literature

San Francisco State University MA, English Composition

Most Recent Experience: Portland Community College

Adjunct Faculty

Applicant Flow: 3.64 Appointment

Faculty Appointment (Temporary)– **Richard Goodwin**

Instructor, English for Speakers of Other Languages (ESOL)

Math, Sciences and Career Technical Education Division, Southeast Campus

Annual Salary: \$56,274 Step: 3

Effective: August 21, 2019 to June 20, 2020

Education: University of Washington BA, English
Antioch University MFA, Creative Writing

Most Recent Experience: Portland Community College
Adjunct Faculty

Applicant Flow: 3.64 Appointment

Faculty Appointment (Temporary)– **Tim Hodgson**

Instructor, Trades and Industry

Arts and Professions Division, Cascade Campus

Annual Salary: \$56,274 Step: 3

Effective: August 21, 2019 to June 20, 2020

Education: Oregon Polytechnic Institute AA, Electronics Engineering
Technology

Most Recent Experience: Portland Community College
Instructor, Trades and Industry (Daily Rate)

Applicant Flow: 3.64 Appointment

Faculty Appointment (Temporary)– **Angela Sakrison**

Instructor, Geographic Information Systems

Social Sciences and Human Development Division, Sylvania Campus

Annual Salary: \$54,372 Step: 2

Effective: August 21, 2019 to June 20, 2020

Education: Bard College BA, Literature and Writing
University of Pennsylvania MA, Environmental Studies
Arizona State University Geography

Most Recent Experience: Portland Community College
Adjunct Faculty

Applicant Flow: 3.64 Appointment

Faculty Appointment (Temporary)– **Emily Somervell**

Counselor

Office of the Dean of Student Success, Student Affairs

Annual Salary: \$58,244 Step: 4

Effective: August 21, 2019 to June 20, 2020

Education: Santa Clara University BS, Psychology
Portland State University MSW, Social Work

Most Recent Experience: Portland Community College
Counselor (Daily Rate)

Applicant Flow: 3.64 Appointment

Faculty Appointment (Temporary)– Lara Messersmith-Glavin

Instructor, Developmental Education (0.5FTE Job Share with Jessica Johnson)
Liberal Arts and Pre-College Division, Southeast Campus

Annual Salary: \$74,103 @ 0.5FTE Step: 11

Effective: August 21, 2019 to August 20, 2020

Education: Bard College BA, German and Philosophy
Portland State University MA, TESOL and Applied
Linguistics

Most Recent Experience: Portland Community College
Instructor, Developmental Education (0.5FTE Job Share)

Applicant Flow: Direct Appointment

**ETHNIC AND GENDER DESCRIPTION OF STAFF
PROPOSED TO BE HIRED IN OCTOBER 24, 2019 PERSONNEL REPORT**

Female	23
Male	8
Not Disclosed	0
	<hr/>
	31

American Indian/Alaskan Native	0
Asian	5
Black or African American	1
Hispanic/Latino	4
Native Hawaiian/Pacific Islander	0
Not Disclosed	1
Two or More Selections	0
White	20
	<hr/>
	31

October 24, 2019

20-048

COMMENDATION OF RETIRING EMPLOYEE –
JEFF EDWARDS

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, College President

REPORT: Jeff Edwards has performed faithfully in his duties as Full-time Faculty for Portland Community College since August 21, 1999. He retires effective September 30, 2019.

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

October 24, 2019

20-049

COMMENDATION OF RETIRING EMPLOYEE –
AMANDA T. ELLERTSON

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, College President

REPORT: Amanda Ellertson has performed faithfully in her duties as an Coordinator/Student Leadership, and Manager/Student Life/Leadership Development for Portland Community College since March 1, 1994. She retires effective September 30, 2019.

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

October 24, 2019

20-050

COMMENDATION OF RETIRING EMPLOYEE –
NEAL NAIGUS

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, College President

REPORT: Neal Naigus has performed faithfully in his duties as Community Relations Manager, Program II Manager, Part-time Faculty, Cooperative Education Specialist, Community Service and Enrichment Instructor, Business Division Specialist, Operations Assistant and Campus Operations Manager for Portland Community College since January 8, 1980. He retires effective October 1, 2019.

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

October 17, 2019

20-051

COMMENDATION OF RETIRING EMPLOYEE –
CANDY SAMMAN

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, College President

REPORT: Candy Samman has performed faithfully in her duties as an Accounting Technician II for Portland Community College since April 24, 2006. She retires effective October 31, 2019.

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

October 24, 2019

20-052

COMMENDATION OF RETIRING EMPLOYEE –
JOHN M. SHAW

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, College President

REPORT: John Shaw has performed faithfully in his duties as Full-time Faculty for Portland Community College since August 21, 2005. He retires effective September 8, 2019.

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

October 24, 2019

20-053

AUTHORIZATION TO AWARD CONTRACT FOR THE
CASCADE CAMPUS ARC FAULT UPGRADES

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

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Planning and Capital
Construction

APPROVED BY: Sylvia Kelley, Executive Vice President
Mark Mitsui, College President

REPORT: The College has a need to upgrade and/or replace
electrical switchgear and panels at the Cascade Campus
to comply with current federal and local regulations.

On August 9, 2019 the Initiation To Bid (ITB) was
advertised in the Daily Journal of Commerce, State of
Oregon (ORPIN), and the Portland Observer.

A total of twenty-eight (28) firms registered and received
a copy of the RFP of which four (4) were COBID certified.
Nine (9) firms, of which two (2) were COBID certified,
attended the mandatory pre-proposal meeting.

At the proposal closing time of 2.30 PM on September
19, 2019 the College received five (5) bids of which two
(2) were COBID certified.

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

<u>Contractor</u>	<u>Price</u>
Northeast Electric	\$166,166
Cherry City Electric	\$199,414
La Londe Electric ¹	\$222,021
Bull Run Electric ¹	\$225,000
Dynaelectric	\$248,047

¹ Firms are registered with State of Oregon COBID.

RECOMMENDATION: That the Board of Directors authorize PCC to award the contract for the Cascade Campus Arc Fault Upgrades to Northeast Electric for a stipulated sum of \$166,166 and contingency of \$16,617 for a total authorized amount of \$182,783. Funding is from the 2017 Bond Program.

October 24, 2019

20-054

UPGRADE OF DATA CENTER VIRTUALIZED
SERVERS

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

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Planning and Capital
Construction
Michael Northover, Chief Information Officer

APPROVED BY: Sylvia Kelley, Executive Vice President
Mark Mitsui, College President

REPORT: PCC's virtualized servers in the Sylvania data center are 8-10 years old requiring increasing maintenance and support costs, high operational overhead, and numerous manufacturer solutions including different management consoles, support, and skills required. In an effort to mitigate these challenges and improve the current data center environment, Information Technology (IT) identified a new architecture that will enhance server performance, provide redundancy and consolidate support.

After thorough research and analysis, the best solution for PCC's data center infrastructure is to replace the servers with a new hyper-converged system. A hyper-converged system is what we did for our new backup servers in February 2019 (BA 19-077). Hyper-converged systems combine storage, computing power, and network into a single system to reduce data center complexity. The benefits from this model are increased performance, more flexible expansion options, lower cost of adding additional resources, and more efficient management. IT also identified hardware and software systems that would allow hosting from multiple campus locations within the district to offer a high-availability solution.

Multiple vendor solutions were researched including; Cohesity, Nutanix, Microsoft, and Dell/EMC/VMware. In the end, all of these systems, except Dell/EMC, are

proprietary software-only solutions that have to be paired with server hardware to provide hyper-convergence. When looking at the Dell/EMC VxRail solution, it is the only solution that truly was *one* system. It combines the server hardware with built-in VMware vSphere virtualization and utilizes vSAN virtual storage which is integrated into one system.

The Dell EMC VxRail is available through ORPIN (Oregon Procurement Information Network) contract 5603. Utilizing an ORPIN contract is allowed without a competitive process as outlined in the 2016 Public Contracting Rules section PCC-46-0400. CDWG is a provider of hardware products through ORPIN contract 5603 which is valid through 12/30/2019. The cost for the hardware is \$1,810,000.

The VMware is available through NCPA (National Cooperative Purchasing Alliance) contract 01-42 with Dell. Utilizing a NCPA contract is allowed without a competitive process as outlined in the 2016 Public Contracting Rules section PCC-46-0400. This contract is valid through 10/30/2021. The cost for the software is \$1,142,681.50.

The prices above include 5 years of maintenance costs. Maintenance costs after this will come from the IT general fund.

There are no identified MWESB firms on either the ORPIN or NCPA contracts for this type of equipment and software,

RECOMMENDATION: That the Board of Directors authorize the College to purchase the Dell EMC VxRail and VLS VMWare for a total cost of \$3,247,950 including 10% contingency. Funding will come from the 2017 Bond. Maintenance costs after 5 years will be from IT General Fund.

October 24, 2019

20-055

ADD FUNDING SOURCE AND FUNDS TO EXISTING
AUTHORIZATION FOR ELECTRICAL MAINTENANCE
AND LOW VOLTAGE SERVICES

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

FINANCIAL
RESPONSIBILITY: Tony Ichsan, Director, Facilities Maintenance Services
Linda Degman, Director, Planning and Capital
Construction

APPROVED BY: Sylvia Kelley, Executive Vice President
Mark Mitsui, College President

REPORT: On May 21, 2015, per Board Resolution BA15-128 the
College entered into an agreement with Cherry City
Electric to provide services as needed for small tenant
improvements, emergency services, and specialty
projects.

Total anticipated expenditures were expected to be
\$1,500,000. Subsequently through BA18-016 and 18-
149 the Board has agreed to increase the authorized
expenditures to \$2,203,758 from the General and Capital
Funds.

The College has determined that there are tenant
improvements and specialty projects required across the
District that would be appropriate for funding from Bond
proceeds.

The total anticipated expenditures would increase by
\$150,000 over the remaining life of the contract which
expires May 31, 2020.

RECOMMENDATION: That the Board of Directors authorize the College to
expend General, Capital and Bond Funds against the
current contract with Cherry City Electric for Electrical
Maintenance and Low Voltage Services and further
agree to increase the authorized expenditures to
\$2,353,758 with the extra funding coming from the 2017
Bond.

October 24, 2019

20-056

SHUTTLE SERVICE BETWEEN COLUMBIA COUNTY,
PCC ROCK CREEK CAMPUS, AND WILLOW CREEK
CENTER

PREPARED BY: Kim Copley, Buyer/Contract Specialist, Procurement

FINANCIAL
RESPONSIBILITY: Michael Kuehn, Manager, Transportation and Parking
Ken Brown, Director, Auxiliary Services

APPROVED BY: Eric Blumenthal, Vice President, Finance and Administration
Mark Mitsui, College President

REPORT: August 31, 2006 the college entered into an
Intergovernmental Agreement with annual amendments to
renew.

Columbia County will:

Provide four (4) round-trips every Monday through Thursday
and three (3) round-trips every Friday from St. Helens to the
College's Rock Creek campus and the Willow Creek Transit
Center, except on designated College holidays and College
emergency closure days as determined by 6am of that day.
Effective as of September 11, 2006.

Students and staff boarding the Columbia County shuttle at
either Rock Creek or Willow Creek Transit Center for
transport to and from Rock Creek campus only will not be
subject to charge.

Provide all labor, material, and supervision for all scheduled
trips.

Market this effort with the St. Helens radio station and the
Metro West Ambulance Services (Hillsboro).

The College will:

Provide scheduled shuttle service to and from other PCC
campuses effective as of September 25, 2006. College
shuttle service does not operate during College designated
closures, College holidays, and in-service days.

Market this effort on its website and through other

appropriate media.

Both Parties will:

Work out the scheduling details to maximize service to County's residents and College's students.

Assess the success of this effort after each academic term to explore if/where improvements could be implemented.

The contract expenditure to date is \$834,864.00. The annual expense for July 1, 2019 through June 30, 2020 is \$89,992.00.

RECOMMENDATION: That the Board of Directors authorize the continuation of shuttle services between Columbia County, PCC Rock Creek Campus, and Willow Creek Center for the next five (5) years, not to exceed \$494,956.00. Funding will be from Transportation and Parking Services.

October 24, 2019

20-057

AUTHORIZATION TO CONTRACT WITH SHI
INTERNATIONAL FOR ADOBE

PREPARED BY: Juanita Lognion, Lead Buyer, Information Technology

FINANCIAL
RESPONSIBILITY: Michael Northover, CIO, Information Technology

APPROVED BY: Mark Mitsui, College President

REPORT: Portland Community College's Information Technology Services requests Board approval to authorize the college to contract with SHI International Corp for Adobe Enterprise Term Licensing agreement (ETLA). The ETLA includes Creative Cloud Complete for classroom, staff and faculty.

The Adobe purchase will be conducted utilizing the cooperative procurement contract NASPO Valuepoint Cooperative ADSP016-130651 State of Oregon contract 6454 SHI International Corp.

The total cost is \$449,496 utilizing the cooperative contract for fiscal years FY20, FY21, and FY22. The annual cost each fiscal year is \$149,832.

SHI is a 100% minority owned company and a Corporate Plus member of the National Minority Supplier Development Council (NMSDC).

RECOMMENDATION: That the Portland Community College Board of Directors to ratify the award of the contract to renew the Adobe Enterprise Term Licensing Agreement for three years. The agreement will not exceed \$449,496.

October 24, 2019

20-058

APPROVE THE GUARANTEED MAXIMUM PRICE
(GMP) PRESENTED BY MORTENSON
CONSTRUCTION FOR THE DEVELOPMENT AND
CONSTRUCTION OF THE OREGON
MANUFACTURING INNOVATION CENTER (OMIC) IN
SCAPPOOSE

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

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Planning and Capital
Construction

APPROVED BY: Sylvia Kelley, Executive Vice President
Mark Mitsui, College President

REPORT: OMIC is a world-class collaborative environment bringing together industry, higher education and government in partnership to develop new tools, techniques and technologies to address near-term manufacturing challenges through applied research and advanced technical training. PCC will be building a new center in Columbia County as part of OMIC to train apprentices in advanced manufacturing.

On August 18, 2016, per Board Resolution BA17-021, the Board authorized the use of the Design/Build alternative contracting method for the design and construction of the OMIC Training Center in Columbia County.

On May 17, 2018, per Board Resolution BA18-112, the Board agreed to award the Design/Build contract to Mortenson Construction with the requirement that after completion of the detailed design phase Board approval would be requested for the GMP.

Mortenson Construction has presented the College with a GMP of \$19,694,914. This amount includes a 3% construction contingency. P&CC staff have reviewed and determined that this figure is complete, accurate and within the budget identified for this project.

This GMP replaces the Early Work Amendment that was approved on June 27, 2019, per Board Resolution BA19-129.

Mortenson has competitively bid the sub-contracts and awarded to the responsible proposers whose proposal is determined to be the most advantageous to the College.

The contract requires Mortenson make good faith efforts to achieve PCC goals for COBID participation, use of apprentices, and workforce diversity.

The proposed GMP has the following projections for these:

COBID – Target 20%, Projected Participation 26%

Apprenticeship Hours – Target 20%, Projected Participation 17%

Workforce Diversity – Target 20% Minority, 15% Women, No figures at this point.

P&CC staff will engage with Mortenson to ensure progress is made to meeting all PCC goals.

RECOMMENDATION: That the Board of Directors approve the Guaranteed Maximum Price of \$19,694,914 presented by Mortenson Construction for the design and construction of the Oregon Manufacturing Innovation Center in Scappoose, Oregon.

October 24, 2019

20-059

AUTHORIZATION TO CONTRACT TO PROVIDE FIRE ALARM
SYSTEMS SERVICE, REPAIR, AND REMODELING
SERVICES

PREPARED BY: Linda Niman, MWESB Coordinator / Department Lead,
Procurement and Contract Services

FINANCIAL
RESPONSIBILITY: Tony Ichsan, Director, Facilities Management Services
Eric Blumenthal, Vice President, Finance and Administration

APPROVED BY: Mark Mitsui, College President

REPORT: The College has a need to contract with a qualified company to provide fire alarm systems service, repair, and remodeling services at various College locations. The estimated cost of these services will exceed the \$150,000 threshold, requiring the Board of Directors approval (B505).

On July 15, 2019, the Request for Proposals (RFP) was advertised in the Daily Journal of Commerce, Oregon Procurement Information Network (ORPIN), and the PCC Solicitation website. A total of eight (8) firms expressed an interest and downloaded copies of the RFP. By the deadline of August 14, 2019 at 2:00 PM, the College received one (1) proposal from Converjint Technologies. The proposal was reviewed and evaluated by the committee members based on the following criteria: Experience and Qualifications, Staffing and Key-Personnel, Approach and Operations, References, Quality of Proposal, and Pricing.

MWESB Statement: Six (6) COBID (Oregon's Certification Office for Business Inclusion & Diversity) certified suppliers were notified and one (1) expressed interest in the RFP, however no proposals were received from certified firms.

RECOMMENDATION: That the Board of Directors authorize the award of a contract to Converjint Technologies for fire alarm systems service, repair, and remodeling services for an annual amount of \$60,000.00 and a maximum not-to-exceed amount of \$300,000.00 over a five (5) year period. The contract expenditures will come from the general fund.

October 24, 2019

20-060

ADOPT FINDINGS – GRANT AN EXEMPTION FROM
COMPETITIVE BIDDING – AUTHORIZE USE OF THE
CONSTRUCTION MANAGER/GENERAL
CONTRACTOR (CMGC) ALTERNATIVE
CONTRACTING METHOD FOR ROCK CREEK
CAMPUS UPGRADES TO BUILDINGS 2, 3 & 7

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

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Planning and Capital
Construction

APPROVED BY: Sylvia Kelley, Executive Vice President
Mark Mitsui, College President

REPORT: The 2017 Bond Program allocated \$36M to be used
across the district to address maintenance and capital
renewal needs. Planning & Capital Construction (P&CC)
staff worked with Facilities Management Services (FMS)
staff to develop a prioritized list of projects.

Three projects were identified at the Rock Creek Campus
that have a similar scope:

- Building 2 HVAC (Heating, Ventilation and Air
Conditioning) upgrades, lighting upgrades, and
restroom upgrades
- Building 3 HVAC upgrades and restroom upgrades
- Building 7 Fume Hood and laboratory upgrades,
which include HVAC upgrades

The estimated combined project budget is \$6.5M.

The work is complicated and will take place in occupied
buildings within a short timeline during the summer of
2020. As well, the work is of similar scope, therefore,
P&CC staff recommend that the same General Contractor
perform the work. Each project has its own design team.

The Construction Manager/General Contractor (CM/GC)
form of contracting is a competitive request for proposal

process that requires the contractors to provide detailed information and examples from past projects that demonstrate how they are able to meet the criteria the college sets forth. One of the criteria is utilization of MWESB contractors and subcontractors. They have to demonstrate their commitment, prepare an outreach plan, share utilization from past projects, and their engagement has to be above and beyond the minimum of phone calls and emails. Using a CM/GC process allows for higher MWESB and apprenticeship training percentages. Without the CM/GC contracting process the College will have little to no input into the selection criteria of the subcontractors as the decision would be made solely on price.

There are also numerous other goals for inclusivity for various College and community stakeholders. It is desired that this program includes multiple internship opportunities for students, and incorporate 'learning labs' in the design and construction process. Pre-apprenticeship participation and mentorship programs for small general contractors are all desired outcomes.

The College has several critical needs related to the work going forward at Rock Creek:

- The service to staff, faculty and students at Rock Creek must, to the maximum extent possible, continue unimpeded through construction;
- Public, student, and staff safety must be protected in a complex, construction environment;
- Disruptions, delays, and unplanned events must be kept to an absolute minimum.

Because of the size and complexity of this project, Staff recommends that the Construction Manager/General Contractor (CM/GC) process be utilized. The CM/GC alternative contracting process is authorized for procurement of construction services under ORS 279C.337 provided that the Local Contract Review Board (the Board of Directors for PCC under ORS 297A.060) approves an exemption from competitive bidding. Under the CM/GC contracting method:

- Prospective contractors are solicited prior to completion

of the design phase pursuant to a competitive request for proposals (RFP) process, where selection is based upon criteria relating to the experience and expertise of the contractor rather than low bid.

-The contractor works with the owner and architect during the design phase to develop the final design with the goals of improved constructability and value engineering, which results in fewer change orders and the ability to expedite the construction schedule. It also enables the contractor to be involved in the development of the construction program, including implementation of the College's inclusivity goals. (Under the standard design/bid/build method, the design is completed before the project is bid, award is based upon low bid, and the contractor comes on board at that point.)

-At the end of the design phase, the owner and contractor negotiate and agree on a guaranteed maximum price ("GMP") and the construction schedule for the construction phase of the project. Execution of the GMP Amendment starts the construction phase of the project.

The CM/GC alternative contracting method is commonly used by public contracting agencies for complex projects such as the Rock Creek projects.

Findings:

ORS 279C.335(2), implementing ORS 279C.330, requires the Board to make certain findings in order to grant an exemption, as follows:

" (a) The exemption is unlikely to encourage favoritism in awarding public improvement contracts or substantially diminish competition for public improvement contracts."

Finding: The requested exemption will not encourage favoritism or substantially diminish competition. The College will utilize a competitive RFP process to select the CM/GC firm.

The procurement will be formally advertised with public notice. Full competition will be encouraged and all qualified contractors will be invited to submit a proposal. The award will be based upon an objective review and

scoring of proposals by a qualified College review committee based on identified selection criteria. Once selected, the CM/GC will select subcontractors via competitive process in accordance with PCC Contracting Rules and as required by ORS 297C.337(3). This competitive process will include outreach to and solicitation of diverse and small contractors pursuant to the College's inclusivity goals. The CM/GC process should increase competition by maximizing the opportunity for all interested large, small, and/or diverse contractors to participate in the project.

"(b) Awarding a public improvement contract under the exemption will likely result in substantial cost savings and other substantial benefits to the contracting agency . . . that seeks the exemption. In approving a finding under this paragraph, the local contract review board shall consider the type, cost and amount of the contract and, to the extent applicable to the particular public improvement contract or class of public improvement contracts, the following:

“(A) How many persons are available to bid;”

Finding: Based on previous PCC CM/GC contracting processes, the College expects that a substantial number of contractors will be interested in the Rock Creek project, and that there will vigorous competition during the RFP process.

"(B) The construction budget and the projected operating costs for the completed public improvement;”

Finding: The estimated project budget is set forth above in the project description. The College has not conducted a detailed analysis of the operating costs, but expects that the improved design resulting from the CM/GC's early participation during the design phase, and particularly the contractor's assistance with energy efficiency improvements designed to meet the College's rigorous energy efficiency goals, will substantially reduce long- term operating cost. This is one of the design goals of the project, and bringing the contractor on board during the design phase will improve the College's ability to achieve this goal.

"(C) Public benefits that may result from granting the exemption;"

Finding: Unlike a traditional design/bid/build procurement, an RFP process allows the District to review the qualification of the proposed GC's project team, ensuring the selected firm(s) has experience and expertise in development of education and related facilities, including the required Washington County permitting process. This is important to ensure that the selected contractor has the experience and capacity to build and renovate complex facilities on an operating college campus.

Bringing the CM/GC on during the design phase also promotes an early team approach that leads to better communication, continuous value engineering, and improved constructability review, which results in an improved final design and, consequently, a more streamlined construction process. The College's past experience with the CM/GC process has been that this reduces change orders and limits delays during the construction phase. The College also expects that the CM/GC team approach will also allow better monitoring by PCC staff to ensure that the Project stays within budget.

It is vital that the College minimize the disruption to the services provided at Rock Creek and that the project is completed in the shortest practical time needed to accomplish the work. Use of a CM/GC process will allow this to happen on a flexible schedule and will reduce the possibility that the College will experience increased costs due to delay and disruption.

The CM/GC process will also enable PCC to work with the contractor to maximize opportunities for participation by minority, women-owned, and emerging small businesses for subcontracting work. This will increase competition among subcontractors. The College's experience with past CM/GC contracts demonstrates that the College achieves higher MWESB utilization and subcontractor participation than it does through traditional contracting methods.

Enhanced teamwork and early participation in the planning process by the Contractor through the CM/GC process will also allow the College to identify multiple internship opportunities for students, and create 'learning lab' opportunities as part of the design and construction process.

Overall, the public benefits of the CM/GC process include cost savings, better achievement of College community goals, and more timely delivery of the project due to fewer changes and disruptions.

"(D) Whether value engineering techniques may decrease the cost of the public improvement:"

Finding: Value engineering is a routine practice in public improvement projects regardless of the procurement method. The CM/GC delivery method allows for the general contractor to participate in the value engineering process during the design phase, resulting in a more effective and efficient process as compared to value engineering via change orders to a completed design. The inherent flexibility and team approach of the CM/GC process allows the College to more easily change the design and scope of work as necessary to meet the project budget before the final design is fixed. This is not something that the traditional bid process offers.

Value engineering may or may not decrease the contract sum but it will improve the College's ability to be able to manage the project within the budget and will reduce extra-cost change orders and the costs associated with the attendant project delay. PCC also expects to be able to take advantage of reduced architectural and other professional consultant service fees as a result of this more streamlined CM/GC approach.

"(E) The cost and availability of specialized expertise that is necessary for the public improvement:"

Finding: The Rock Creek projects are complex and require a contractor with the expertise and experience to manage multiple subcontractors, to construct the project while the existing buildings are in use by staff and students, and that understands the particular needs of the College in terms of construction management and

project delivery times. The RFP process allows for review of contractor expertise and the particular expertise of the contractor's proposed team not afforded by a low-bid procurement.

"(F) Any likely increases in public safety:"

Finding: The CM/GC process will enhance public safety because PCC will be able to consider the safety record of the contractors selected and because the CM/GC will be integral to planning the construction schedule and safety measures during the design phase. Because the adjacent PCC buildings will be occupied and open to the public throughout the Project, this public safety benefit is particularly important.

"(G) Whether granting the exemption may reduce risks to the contracting agency . . . or the public that are related to the public improvement;"

Finding: The scope and magnitude of the work requires long- term planning and scheduling around the college's academic calendar. The public interest will be best served by establishing a construction methodology that encompasses that capability over the long duration of the Program. Directly involving the contractor in development of these key plans during the design phase will result in a more realistic, achievable, and expeditious schedule.

In addition, the CM/GC process allows the contractor to discover and help address complicated technical issues during the document design process, which facilitates advanced problem-solving. The risks are better understood and are addressed early in the process, reducing financial and schedule risks as a result.

"(H) Whether granting the exemption will affect the sources of funding for the public improvement:"

Finding: This project will be funded by the 2017 Bond. There will be no impact on this funding source due to the CM/GC process.

"(I) Whether granting the exemption will better enable the contracting agency to control the impact that market conditions may have on the cost of and time

necessary to complete the public improvement:"

Finding: Because the CM/GC process results in the selection of the general contractor early in the design phase, the College is better able to take advantage of market prices by facilitating early purchase of certain project elements. The essential added value of the CM/GC process is the real time market job costing from projects around the Portland market and the West Coast. This knowledge allows the contractor and architect time to consider less costly complementary or alternative items.

"(J) Whether granting the exemption will better enable the contracting agency to address the size and technical complexity of the public improvement;"

Finding: The Rock Creek projects are complex and will require careful planning and coordination to reduce the impact on users of the current buildings and parking lots. One of the biggest advantages of the CM/GC method is the ability to coordinate all technical work before the start of construction and more accurately establish a construction schedule. Being able to apply best practices as a team will make for a better product within the budget constraints.

"(K) Whether the public improvement involves new construction or renovates or remodels an existing structure;"

Finding: As noted above, the Rock Creek projects involve substantial remodeling and renovation of multiple buildings throughout the Rock Creek campus. Remodeling structures is typically much more complex than greenfield development because there are always surprises, sometimes unpleasant, once the project is underway. Conducting such work on an operating campus significantly increases that complexity. Use of the CM/GC process will ensure that the selected contractor has the experience and expertise to do the job.

"(L) Whether the public improvement will be occupied or unoccupied during construction;"

Finding: As noted above, the buildings at Rock Creek will operating as usual throughout the construction schedule requiring careful and accurate project scheduling.

"(M) Whether the public improvement will require a single phase of construction work or multiple phases of construction work to address specific project conditions;"

Finding: The construction is planned as a single phase to take place in summer 2020, however the College will consider recommendations from the design and construction teams for an alternative schedule.

"(N) Whether the contracting agency or state agency has, or has retained under contract, and will use contracting agency or state agency personnel, consultants and legal counsel that have necessary expertise and substantial experience in alternative contracting methods to assist in developing the alternative contracting method that the contracting agency or state agency will use to award the public improvement contract and to help negotiate, administer and enforce the terms of the public improvement contract."

Finding: The College's Office of Planning and Capital Construction has extensive experience in implementing successful CM/GC contracting processes, including the successful Cascade, Rock Creek, Southeast, and Sylvania projects from the 2008 Bond Program. The District's outside legal counsel, Miller Nash Graham & Dunn LLP, has extensive experience with the CM/GC alternative contracting methods and has represented the College on multiple CM/GC projects arising from past bond programs.

Ultimate Finding: For these reasons, use of the CM/GC Alternative Contracting Method for the Rock Creek campus projects is likely to result in substantial cost savings and deliver other significant public benefits as compared to use of the standard design/bid/build process within the meaning of ORS 279C.335(2)(b).

RECOMMENDATION: That the Board of Directors, acting as the Local Contract Review Board for the College, adopt the findings

presented and grant an exemption from competitive bidding for Rock Creek Campus Upgrades Project to authorize the use of a CM/GC alternative contracting method for the project. Funding for this project will be from the 2017 Bond Program.

October 24, 2019

20-061

ADOPT FINDINGS - GRANT AN EXEMPTION FROM
COMPETITIVE BIDDING - AUTHORIZE USE OF THE
CONSTRUCTION MANAGER/GENERAL CONTRACTOR
(CMGC) ALTERNATIVE CONTRACTING METHOD FOR
THE PORTLAND METROPOLITAN WORKFORCE
TRAINING CENTER

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

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Planning and Capital
Construction

APPROVED BY: Sylvia Kelley, Executive Vice President
Mark Mitsui, College President

REPORT: The 2017 Bond Program identified the replacement of the existing buildings that comprise the Portland Metropolitan Workforce Training Center (Metro) as a priority. The existing buildings were built in 1957 and 1989 and prior to being purchased by PCC in 1998 were in use as a VFW Hall and a grocery store. Minimal improvements have been made over the years and there is a need to replace them with a new 40,000 – 50,000 square foot facility that will provide classrooms, meeting rooms, event space, staff offices, and space for service partners such as the State of Oregon Department of Human Services. The total project budget is estimated at \$32.5M and the construction budget is estimated at \$22.75M.

The Construction Manager/General Contractor (CMGC) form of contracting is a competitive request for proposal process that requires the contractors to provide detailed information and examples from past projects that demonstrate how they are able meet the criteria the college sets forth. One of the criteria is utilization of MWESB contractors and subcontractors. They have to demonstrate their commitment, prepare an outreach plan, share utilization from past projects, and their engagement has to be above and beyond the minimum of phone calls and emails. Using a CMGC process allows for higher MWESB and apprenticeship training percentages. Without the CMGC contracting process the college will have little to no input into the selection criteria of the subcontractors as the decision would be made solely on price.

There are also numerous other goals for inclusivity for various College and community stakeholders. It is desired that this program include multiple internship opportunities for students, and incorporate 'learning labs' in the design and construction process. Pre-apprenticeship participation and mentorship programs for small general contractors are all desired outcomes.

The College has several critical needs related to the work going forward at the Metro:

- The service to customers at Metro must, to the maximum extent possible, continue unimpeded through construction;
- Public, student, and staff safety must be protected in a complex, construction environment;
- Disruptions, delays, and unplanned events must be kept to an absolute minimum;

Bora Architects has been selected as the design firm for the project.

Because of the size and complexity of this project, Staff recommends that the Construction Manager/General Contractor (CM/GC) process be utilized. The CM/GC alternative contracting process is authorized for procurement of construction services under ORS 279C.337 provided that the Local Contract Review Board (the Board of Directors for PCC under ORS 297A.060) approves an exemption from competitive bidding. Under the CM/GC contracting method:

- Prospective contractors are solicited prior to completion of the design phase pursuant to a competitive request for proposals (RFP) process, where selection is based upon criteria relating to the experience and expertise of the contractor rather than low bid.
- The contractor works with the owner and architect during the design phase to develop the final design with the goals of improved constructability and value engineering, which results fewer change orders and the ability to expedite the construction schedule. It also enables the

contractor to be involved in development of the construction program, including implementation of the College's inclusivity goals. (Under the standard design/bid/build method, the design is completed before the project is bid, award is based upon low bid, and the contractor comes on board at that point.)

- At the end of the design phase, the owner and contractor negotiate and agree on a guaranteed maximum price ("GMP") and the construction schedule for the construction phase of the project. Execution of the GMP Amendment starts the construction phase of the project.

The CM/GC alternative contracting method is commonly used by public contracting agencies for large, complex projects such as the Metro project.

Findings:

ORS 279C.335(2), implementing ORS 279C.330, requires the Board to make certain findings in order to grant an exemption, as follows:

- (a) The exemption is unlikely to encourage favoritism in awarding public improvement contracts or substantially diminish competition for public improvement contracts."

Finding: The requested exemption will not encourage favoritism or substantially diminish competition. The College will utilize a competitive RFP process to select the CM/GC firm. The procurement will be formally advertised with public notice. Full competition will be encouraged and all qualified contractors will be invited to submit a proposal. The award will be based upon an objective review and scoring of proposals by a qualified College review committee based identified selection criteria. Once selected, the CM/GC will select subcontractors via competitive process in accordance with PCC Contracting Rules and as required by ORS 297C.337(3). This competitive process will include outreach to and solicitation of diverse and small contractors pursuant to the College's inclusivity goals. The CM/GC process should increase competition by maximizing the opportunity for all interested large, small, and/or diverse contractors to participate in the project.

- (b) Awarding a public improvement contract under the exemption will likely result in substantial cost savings and other substantial benefits to the contracting agency . . . that seeks the exemption . . . In approving a finding under this paragraph, the . . . local contract review board shall consider the type, cost and amount of the contract and, to the extent applicable to the

particular public improvement contract or class of public improvement contracts, the following:

(A) How many persons are available to bid;

Finding: Based on previous PCC CM/GC contracting processes, the College expects that a substantial number of contractors will be interested in the Metro project, and that there will be vigorous competition during the RFP process.

(B) The construction budget and the projected operating costs for the completed public improvement;

Finding: The construction budget is set forth above in the project description. The College has not conducted a detailed analysis of the operating costs, but expects that the improved design resulting from the CM/GC's early participation during the design phase, and particularly the contractor's assistance with energy efficiency improvements designed to meet the College's rigorous energy efficiency goals, will substantially reduce long-term operating cost. This is one of the design goals of the project, and bringing the contractor on board during the design phase will improve the College's ability to achieve this goal.

(C) Public benefits that may result from granting the exemption;

Finding: Unlike a traditional design/bid/build procurement, an RFP process allows the District to review the qualification of the proposed GC's project team, ensuring the selected firm(s) has experience and expertise in development of education and related facilities, including the required City of Portland permitting process. This is important to ensure that the selected contractor has the experience and capacity to build and renovate complex facilities on an operating college campus.

Bringing the CM/GC on during the design phase also promotes an early team approach that leads to better communication, continuous value engineering, and improved constructability review, which results in an improved final design and, consequently, a more streamline construction process. The College's past experience with the CM/GC process has been that this reduces change orders and limit delays during the construction phase. The College also expects that the CM/GC team approach will also allow better monitoring by PCC staff to ensure that the Project stays within budget.

It is vital that the College minimize the disruption to the services provided at Metro and that the project is completed in the shortest practical time needed to accomplish the work. Use of a CM/GC process will allow this to happen on a flexible schedule and will reduce the possibility that the College will experience increased costs due to delay and disruption.

The CM/GC process will also enable PCC to work with the contractor to maximize opportunities for participation by minority, women-owned, and emerging small businesses for subcontracting work. This will increase competition among subcontractors. The College's experience with past CM/GC contracts demonstrates that the College achieves higher MWESB utilization and subcontractor participation than it does through traditional contracting methods.

Enhanced teamwork and early participation in the planning process by the Contractor through the CM/GC process will also allow the College to identify multiple internship opportunities for students, and create 'learning lab' opportunities as part of the design and construction process.

Overall, the public benefits of the CM/GC process include cost savings, better achievement of College community goals, and more timely delivery of the project due to fewer changes and disruptions.

(D) Whether value engineering techniques may decrease the cost of the public improvement:

Finding: Value engineering is a routine practice in public improvement projects regardless of procurement method. The CM/GC delivery method allows for the general contractor to participate in the value engineering process during the design phase, resulting in a more effective and efficient process as compared to value engineering via change orders to a completed design. The inherent flexibility and team approach of the CM/GC process allows the College to more easily change the design and scope of work as necessary to meet the project budget before the final design is fixed. This is not something that the traditional bid process offers.

Value engineering may or may not decrease the contract sum but it will improve the College's ability to be able to manage the project within the budget and will reduce extra-cost change orders and the costs associated with the attendant project delay. PCC also expects to be able to take advantage of reduced architectural and other professional consultant service fees as a result of this more streamlined CM/GC approach.

(E) The cost and availability of specialized expertise that is necessary for the public improvement:

Finding: The Metro project is a very complex project and requires a contractor with the expertise and experience to manage multiple subcontractors, to construct the project while the existing buildings are in use by staff and students, and that understands the particular needs of the College in terms of construction management and project delivery times. The RFP process allows for review of contractor expertise and the particular expertise of the contractor's proposed team not afforded by a low-bid procurement.

(F) Any likely increases in public safety:

Finding: The CM/GC process will enhance public safety because PCC will be able to consider the safety record of the contractors selected and because the CM/GC will be integral to planning the construction schedule and safety measures during the design phase. Because the adjacent PCC buildings will be occupied and open to the public throughout the Project, this public safety benefit is particularly important.

(G) Whether granting the exemption may reduce risks to the contracting agency . . . or the public that are related to the public improvement;

Finding: The scope and magnitude of the work requires long- term planning and scheduling around the college's academic calendar. The public interest will be best served by establishing a construction methodology that encompasses that capability over the long duration of the Program. Directly involving the contractor in development of these key plans during the design phase will result in a more realistic, achievable, and expeditious schedule.

In addition, the CM/GC process allows the contractor to discover and help address complicated technical issues during the document design process, which facilitates advanced problem-solving. The risks are better understood and are addressed early in the process, reducing financial and schedule risks as a result.

(H) Whether granting the exemption will affect the sources of funding for the public improvement:

Finding: This project will be funded by the 2017 Bond. There will be no impact on this funding source due to the CM/GC process.

(I) Whether granting the exemption will better enable the contracting agency to control the impact that market conditions may have on the cost of and time necessary to complete the public improvement:

Finding: Because the CM/GC process results in the selection of the general contractor early in the design phase, the College is better able to take advantage of market prices by facilitating early purchase of certain project elements. The essential added value of the CM/GC process is the real time market job costing from projects around the Portland market and the West Coast. This knowledge allows the contractor and architect time to consider less costly complementary or alternative items.

(J) Whether granting the exemption will better enable the contracting agency to address the size and technical complexity of the public improvement;

Finding: The Metro replacement project is complex and will require careful planning and coordination to reduce the impact on users of the current building and parking lots. One of the biggest advantages of the CM/GC method is the ability to coordinate all technical work before the start of construction and more accurately establish a construction schedule. Being able to apply best practices as a team will make for a better product within the budget constraints.

(K) Whether the public improvement involves new construction or renovates or remodels an existing structure;

Finding: This project is a new building that will replace both of the existing buildings. The existing buildings need to remain open during construction.

(L) Whether the public improvement will be occupied or unoccupied during construction;

Finding: As noted above, the existing buildings at Metro will continue operating as usual throughout the construction schedule requiring careful and accurate

project scheduling. The new building is a ground-up unoccupied building.

(M) Whether the public improvement will require a single phase of construction work or multiple phases of construction work to address specific project conditions;

Finding: There will be two phases, the new building construction and then demolition of the existing buildings.

(N) Whether the contracting agency or state agency has, or has retained under contract, and will use contracting agency or state agency personnel, consultants and legal counsel that have necessary expertise and substantial experience in alternative contracting methods to assist in developing the alternative contracting method that the contracting agency or state agency will use to award the public improvement contract and to help negotiate, administer and enforce the terms of the public improvement contract.

Finding: The College's Bond Program Office has extensive experience in implementing successful CM/GC contracting processes, including the successful Cascade, Rock Creek, Southeast, and Sylvania projects from the 2008 Bond Program. The design team lead by Bora Architects also has extensive experience with CM/GC contracting. The District's outside legal counsel, Miller Nash Graham & Dunn LLP, has extensive experience with the CM/GC alternative contracting methods and has represented the College on multiple CM/GC projects arising from past bond programs.

Ultimate Finding: For these reasons, use of the CM/GC Alternative Contracting Method for the Metro Center projects is likely to result in substantial cost savings and deliver other significant public benefits as compared to use of the standard/bid/build process within the meaning of ORS 279C.335(2)(b).

RECOMMENDATION: That the Board of Directors, acting as the Local Contract Review Board for the College, adopt the findings presented and grant an exemption from competitive bidding for the Portland Metropolitan Workforce Training Center project to authorize the use of a CM/GC alternative contracting method for the project. Funding for this project will be from the 2017 Bond Program.

October 24, 2019

20-062

AUTHORIZATION FOR COLLEGE PRESIDENT TO
APPROVE COMPENSATION FOR RE-EMPLOYED PERS
RETIREES

PREPARED BY: Lisa Bledsoe, Associate Vice President, Human Resources
Department

APPROVED BY: Mark Mitsui, College President
Sylvia Kelley, Executive Vice President

REPORT: Senate Bill 1049, passed in the 2019 Oregon legislature, makes changes to the Public Employee Retirement System (PERS). Changes include temporarily allowing PERS retirees to continue working after retiring without a limitation on their work hours during the period of January 1, 2020 through 2024.

The temporary re-employment of PERS retired faculty and staff under SB 1049 would allow PCC to retain employees with specific professional expertise, job knowledge, skills, training and/or competencies needed to serve our students through instruction, support services and the operation of the College.

Board Policy B 213 grants the College President authority to appoint employees of the College in a manner consistent with College personnel systems and collective bargaining agreements. However, re-employment of PERS retirees may necessitate adjustment to current compensation systems to maintain pay equity. Re-employment of PERS retirees may also necessitate memorandums of understanding relative to certain labor agreement provisions.

RECOMMENDATION: That the Board of Directors delegates to the College President the authority to approve compensation for post-retirement employment of PERS retirees. This authority is granted from January 1, 2020 through 2024, and will be automatically extended if the Oregon legislative assembly extends the sunset date of SB1049. This delegation includes the authority to enter into memorandums of understanding, and to approve labor agreement memorandums of understanding to accommodate post-retirement employment of PERS retirees.

October 24, 2019

20-063

APPOINT BOARD OF DIRECTORS MEMBER FOR THE
AUDIT COMMITTEE

PREPARED BY: Jessica Johnson, Internal Audit Director

APPROVED BY: Mark Mitsui, College President

REPORT: The PCC Board approved the creation of an Audit Committee of the Board of Directors by Resolution 10-065. According to the Audit Committee Charter, a Board member shall be designated as the Audit Committee Chair.

The PCC Board appointed prior Director Valdez Bravo as Audit Committee Chair by Resolution 19-046. As of June 30, 2019, prior Director Bravo was not eligible to serve as PCC's Zone 5 board member as he no longer resided within the jurisdiction. Another member of the Board needs to be selected to serve as Audit Committee Chair. The Board Chair and Vice Chair have considered the potential Board members for this assignment.

RECOMMENDATION: Approve appointment of Director Mohamed Alyajouri as Chair of the Audit Committee for a four-year term, or for the length of his tenure as a member of the Board of Directors if that tenure is less than four years, in accordance with the Audit Committee Charter.

Board of Directors Goals 2018-2019

Board members recognized during discussion that several goals from previous goal-settings are not time-specific but are, rather “legacy priorities” that will apply, with a degree of contemporary variation, in any year. Other priorities and goals were identified that are specific to the 2018-2019 planning cycles.

Legacy Goals

- Ensure an environment of success that encourages access and timely completion
- Prioritize the college’s commitment to the creation of a nationally renowned culture for diversity, equity and inclusion
- Track and evaluate Portland Community College operations and execution of the Strategic Plan.
- Be an engaged advocate for Portland Community College in:
 - Governmental affairs and governmental advocacy
 - In support of fundraising strategies targeting the advancement of important initiatives (e.g. Future Connect, PCC Foundation efforts, etc.)
- Continue communication between the Board of Directors and the President

Board Priorities

- Support the work of the newly chartered Diversity, Equity and Inclusion Committee of the Board.
- Advocate for increased state resources and support for student success initiatives district-wide.
- Ensure development of a dashboard to monitor key performance indicators
- Aid students by building relationships with key transportation and housing partners in the Metro community
- Support the President’s 2018-2019 Work Plan

The PCC Board of Directors met for a retreat on July 26, 2019. From that meeting a working agreement was established. This is that agreement:

- | | |
|--|---|
| • Treat each other with respect | • Plan agenda thoughtfully |
| • Listen with an empathic mind and heart | • Be prepared |
| • Be honest, act with integrity | • Create a positive working environment |
| • Call in/Call out | • Be aware of impact as well as intent |
| • Conduct effective meetings | • Stay true to board goals |
| • Stay engaged | • Reference Legacy Goals in meetings |
| • Start/Stop on time | |

The College prohibits unlawful discrimination based on 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 in any area, activity or operation of the College. The College also prohibits retaliation against an individual for engaging in activity protected under this policy, and interfering with rights or privileges granted under anti-discrimination laws. In addition, the College complies with 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, Americans with Disabilities Act of 1990 (as amended), Uniformed Services Employment and Reemployment Rights Act ("USERRA"), and all local and state civil rights laws. Under this policy, equal opportunity for employment, admission, and participation in the College's programs, services, and activities will be extended to all persons, and the College will promote equal opportunity and treatment through application of this policy and other College efforts designed for that purpose.