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01-017

AWARD NEW CONTRACT TO PROVIDE EDUCATIONAL  
AND HUMAN CUSTODIAL CARE SERVICES

PREPARED BY: Sandy Wanner, Buyer/Contract Specialist

APPROVED BY: Randy McEwen, Vice-President, Administrative Services  
Dan Moriarty, President

REPORT: A new contract is needed by the College's Portland Employment Program (PEP) for a qualified care provider to continue to provide Educational and Human Custodial Care Services for an average of twenty-five (25) clients. The selected provider will manage and supervise community employment settings for developmentally disabled/mentally retarded adults, some with significant behavioral issues/dual diagnosis.

A formal Request for Proposals (RFP) process was initiated and a Letter of Intent (LI) was issued initially to determine if there was any interest among new providers to compete for this contract. The contract would be for a one (1) year period with two (2) possible annual renewals, with a total term not to exceed three (3) years. The LI was advertised in the Daily Journal of Commerce and posted on the State of Oregon VIP system on July 31, 2000. Only one (1) care provider, Pam Baker's Clean Machine, Inc. (the current provider), submitted a LI by the due date of August 15, 2000. Because only this one proposal was received, the balance of the formal RFP process was not completed.

Note: This provider is not a certified M/W/ESB firm.

RECOMMENDATION: That the Board of Directors award a new contract to Pam Baker's Clean Machine, Inc. for PEP clients. The total contract period will not exceed three (3) years, and the expenditures will not exceed \$270,000 total. Funds for these services are from the State of Oregon.