

March 15, 2001

01-067

ACCEPT PROPOSALS/AWARD CONTRACTS FOR REAL
ESTATE CONSULTANT SERVICES

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FINANCIAL
RESPONSIBILITY: Randy McEwen, Vice President, Administrative Services

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

REPORT: The College has a need to contract with a qualified firm(s) to provide ongoing Real Estate Consultant services. As the College continues to grow and expand and with the passing of the Bond Measure, the College's needs for real estate services will require greater experience and expertise to effectively deal with these changes and, at the same time, work in the best interests of the College.

A Request for Proposals (RFP) for Real Estate Consultant Services was issued and advertised in the Daily Journal of Commerce and the State of Oregon VIP system, on January 4, 2001. Copies of RFP document were issued to thirteen (13) firms, of which five (5) were registered as M/W/ESB vendors. A total of two (2) proposals were received by the due date of February 15, 2001. The proposals were reviewed and rated by the selection committee based on the following criteria: Content of proposal, Experience and References; and Fees.

Proposals were received from:

Firms

CB Richard Ellis
Right of Way Associates *

* This firm is a certified ESB.

After review of the proposals received, both firms were determined to be qualified to perform the services needed, so both firms were subsequently interviewed. The interview confirmed that CB Richard Ellis is well suited to provide real estate services where large properties are involved, due to the size of their firm in the Portland area. The interview also confirmed that Right of Way Associates has substantial experience in acquiring housing properties for public agencies in the Portland Metro area.

RECOMMENDATION: That the Board of Directors award contracts to both firms, CB Richard Ellis and Right of Way Associates, to provide Real Estate Consultant services. The initial contract will be for a one (1) year period, with a possible two (2) years additional extension, at the option of the College. The contract amount will be, not to exceed, \$750,000 for the complete three (3) years. Funding for this project will be from bond funds.

Director Anderson moved to approve Resolutions 01-059 through 01-068 on consent agenda; it passed unanimously.