

June 21, 2001

01-108

WAIVER FROM A FORMAL COMPETITIVE PROCESS
TO CONTINUE TO CONTRACT FOR PROFESSIONAL
SERVICES FROM ERL DEVELOPMENT FOR THE
CASCADE CAMPUS EXPANSION PROJECT

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FINANCIAL
RESPONSIBILITY: Randy McEwen, Vice-President, Administrative Services

APPROVED BY: Mildred Ollee, Executive Dean, Cascade Campus
Randy McEwen, Vice-President, Administrative Services
Dan Moriarty, President

REPORT: The PCC District voters, by a majority vote, voted for a bond measure in November 2000 which allowed for the growth of the Cascade Campus. This expansion plan will require the relocation of certain businesses and residences in the Cascade area. There are also a number of other federal and state projects underway in the North/Northeast area (Enterprise Zone, Albina Community Plan, Interstate Light Rail, and Urban Renewal). Businesses, renters, and property owners effected by the Cascade expansion will require unique professional services to provide them information and assistance about opportunities available to them if they are effected by the Cascade program. The College intends to be proactive in providing these services to the Cascade campus community.

ERL Development (Ray Leary, Principal), has been contracted with to provide professional services to community members in drawing together the activities and programs of these other initiatives with the planned activities of the Cascade bond program.

The College needs professional services that will provide Community information to effected owners and occupants.

This service will be in addition to the professional real estate acquisition services being used by the College, and will be primarily focused on bridging between the College's needs and a proactive service to owners and renters.

ERL Development is well-qualified to provide these services, based on the past involvement of its principal in major development programs in the North/Northeast area.

Approximately \$5,000 has been expended on a preliminary short-term contract with ERL Development that began on May 1, 2001. It is estimated that for an extended contract through June 30, 2002, expenditures (@ a rate \$70/hour working approximately 1/3 time, plus \$6,000 expenses) should not exceed \$55,000 total.

The College's Procurement Rules require a formal competitive process, specifically a Request for Proposals (RFP) process, for the acquisition of professional services that exceed \$50,000 total. However, professional service agreements are not considered public contracts by ORS 279.011(6), and each Local Contract Review Board has the authority to establish their own rules regarding the acquisition of professional services. As such, the Board is required to grant a waiver for the College to continue this agreement.

RECOMMENDATION:

That the Board of Directors grant a waiver from a formal competitive RFP process to allow for the College to continue to contract with ERL Development for the Cascade Campus Expansion Project. The contract will be through June 30, 2002 and will not exceed \$55,000 total. Expenditures will be made from bond and general funds.

Director Margolin moved to approve Resolutions 01-106 through 01-110; it passed unanimously.