

February 19, 2004

04-098

ACCEPT PROPOSAL/AWARD CONTRACT -
COMPREHENSIVE PROFESSIONAL PROPERTY
MANAGEMENT SERVICES- CAPITAL CENTER

PREPARED BY: Roger Cardinal, Manager, Procurement & Risk Services

FINANCIAL
RESPONSIBILITY: Steve Sivage, Director, Physical Plant

APPROVED BY: Randy McEwen, Vice-President, Administrative Services
Gerard "Jerry" Berger, President

REPORT: At the February 15, 1996 meeting, per Resolution 96-63, the Board authorized entering into a property management services contract for the Capital Center with Morrison Knudsen Corporation (MKC). This contract was the result of a formal Request for Proposals (RFP) process done by the Oregon University System (OUS) and was for a joint contract with OUS (PCC-38%, OUS-62%) expiring December 31, 1998. The main services to be provided were: premises management, facilities maintenance, janitorial services, security services, landscape/grounds maintenance, pest control and alarm maintenance.

At the December 10, 1998 meeting, per Resolution 99-035, the Board authorized entering into a new property management services contract for the Capital Center and the Portland Metropolitan Workforce Training Center (PMWTC) with MKC, after a new formal RFP process was done by OUS. The maximum term of this contract was through December 31, 2003. After this contract was executed, MKC became Washington Group International, Inc. (WGI).

In order to continue to contract for the ongoing provision of these necessary services, another RFP process had to be completed to award a new contract for the period beginning January 1, 2004. The new RFP was released by OUS on December 1, 2003. Proposals were submitted by WGI and Naito Property Services by the due date of December 15, 2003. Both proposals were

then evaluated by a joint PCC/OUS evaluation committee and it was determined that the proposal from Naito Property Services had to be rejected as being unresponsive (complete pricing was not provided as was required). The committee's recommendation is to award the new Capital Center contract to WGI for a new three (3) year period (1/1/04-12/31/06), with the option to extend it for two (2) additional years through 12/31/08. WGI is not a State certified MWESB firm.

The annual contract amount with WGI for property management services for the entire Capital Center contract is \$544,270, with PCC's 38% share being \$206,226.

RECOMMENDATION:

That the Board of Directors accept the proposal from WGI for property management services for the Capital Center, and authorize award of PCC's share of the contract (\$206,226 annually) through the maximum contract term of December 31, 2008. All expenditures will be from the General Fund.

A motion was made by Director Germond to approve Resolutions 04-092 through 04-104 and it passed unanimously.