

JUNE 16, 2005

05-098

ACCEPT PROPOSAL AND AWARD CONTRACT FOR  
ENGINEERING SERVICES TO CUNDIFF ENGINEERING,  
INC. (In partners with Accipio, Inc and James Pierson, Inc)

PREPARED BY: Avelina Gulmatico, Lead Buyer

FINANCIAL  
RESPONSIBILITY: Steve Sivage, Director, Physical Plant

APPROVED BY: Randy McEwen, Vice-President, Administrative Services  
Dr. Preston Pulliams, District President

REPORT: The Physical Plant Department has a need to continue to outsource engineering services, on as-needed basis and as requested by Department staff. The services will require expertise in these fields: Electrical Engineering; Mechanical Engineering; Basic Building Structural Engineering; and Basic project inspection and oversight services. The services consists of, but are not limited to, providing cost analysis/ estimates; project scope of work/requirements/drawings; prepare/submit permit documentation; and provide project support and evaluation with Department staff. The existing multi-year contract will expire on June 30, 2005. To be able to keep up with the demands and on-going need to maintain all of the College's properties, the Department wishes to have a new multi-year contract with successful firm(s) to provide engineering services. This requires a new formal competitive process.

A Request for Proposals (RFP) was advertised and issued on April 28, 2005. The RFP was advertised in the Daily Journal of Commerce, El Hispanic News, Portland Observer, on the State of Oregon's ORPIN system and on the PCC Solicitation website. In addition, the advertisement page was also faxed directly to ten (10) Oregon certified MWESB engineering firms. Two (2) plan centers also received copies of the RFP.

A total of eighty (80) vendors registered to receive a copy of the RFP, of which sixteen (16) were MWESB firms. To accommodate the MWESB firms, the original RFP specifications and requirements were revised (issued as an addendum) to allow for the College to possibly award

contracts to multiple firms based on their particular specialty in the engineering fields: Electrical or Mechanical or Structural.

By the due date a total of six (6) proposals were received. The proposals were reviewed and scored by evaluation committee members based on the following criteria: Staff experience and expertise, Firm's experience on project work, Cost/billing rates; and fit of proposer's work plan with the College's needs. Recommendation for award was made to the highest scored proposal. Below is a list of proposals received and total scores.

Proposer's Name:	Total Score:
Cundiff, Inc**/Accipio, Inc/Pierson Engineering, Inc	506*
Gausman & Moore	298
EESI	370
Mazzetti & Associates	393
MKE & Associates, Inc	401*
URS Corporation	442*

Note:

\* Combination of proposal and interview scores.

\*\* Indicated Fed. Government certified (DBE).

Cundiff, Inc., who provides electrical engineering services, will partner with Accipio, Inc for Mechanical Engineering and James G. Pierson for Structural Engineering Services. Cundiff, Inc will act as the prime engineering contractor responsible for coordinating all the work to be performed by all these firms, providing work direction, billing and work quality.

**RECOMMENDATION:**

That the Board of Directors accept and award contract to the Cundiff, Inc/Accipio Inc/James G. Pierson Inc., to provide various engineering services. The initial contract(s) will be valid initially for one (1) year, with an option to renew annually for four (4) additional years, not to exceed a total of a five (5) year term. The contract expenditures will be not-to-exceed \$100,000 annually (a total of \$500,000 for the five year period). The funds will be covered by either General, Capital project or Bond funds.