

May 17, 2007

07-082

ACCEPT PROPOSAL AND AUTHORIZE NEGOTIATION  
OF CONTRACT WITH WILLIAM WILSON ARCHITECTS  
FOR THE ADA COMPLIANCE STUDY PROJECT

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FINANCIAL

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REPORT:

The Human Resources Department has a need to hire a consultant to assist Department staff in the evaluation of Needs Assessment and Transition Plan throughout the College District, in accordance with the Americans with Disability Act (ADA). The Needs Assessment will consist of reviewing policies and practices related to ADA Compliance governing the administration of programs, activities or services. It also includes review of College sites for compliance with ADA Accessibility Guidelines for Buildings and Facilities. The Needs Assessment has not been updated since its completion in 1993. The College has grown considerably since then, many new buildings exist, several old buildings are no longer in use, and staff have come and gone. In a continuing effort to ensure compliance with ADA, the College needs a new needs assessment and transition plan. The estimated cost of the project will exceed the \$100,000 threshold and therefore requires a formal solicitation process, Request for Proposal (RFP).

On March 19, 2007, the RFP was released and made available to all interested vendors. The RFP was advertised in the Daily Journal of Commerce, State of Oregon ORPIN vendor system, and PCC Solicitation website. A total of twelve (12) firms registered and received a copy of the RFP. No MWESB firms are known to be available to provide this service.

At the proposal submission closing time at 11:00 AM on April 13, 2007 the College had received a total of three (3) proposals. One (1) additional proposal was received after the closing time and was rejected and returned unopened. Committee members evaluated all proposals based on the following criteria: ADA project related experience, knowledge of educational institutions similar to PCC, experience in presenting materials to varied audiences, staff experience, references, and cost. Below is a list of proposers and their final evaluation scores:

<b>Proposers</b>	<b>Evaluation Score</b>
Steven Winter Associates	252
Architerra, LLP	340
<b>William Wilson Architects</b>	<b>359</b>
Otten Consulting Group*	0

**Note:** None of the proposers are MWESB firms.

\*The Otten Consulting Group proposal was received after the deadline.

After careful review, William Wilson Architects' proposal was chosen because of their demonstrated expertise on ADA issues, lowest cost, and the very strong team they have assembled to assist in the successful completion of the College's ADA Compliance Study project. The following firms will be considered as sub-contractors:

- Environmental Access, Inc. is a well-known firm in the Portland area that is operated and owned by Mr. Bob Pike an attorney and an expert on ADA compliance. The firm will be responsible for building and campus evaluations and prioritization of barrier removal review.
- ADA Accrediting and Consulting is a firm located in Missouri that will be responsible for policies and administration of the programs.
- URS Corporation is a Portland firm with expertise in transportation systems and ADA technical design response. They will be responsible for evaluating the points of arrival and exterior pedestrian pathways connecting buildings.

William Wilson Architects will be responsible for the overall project management, building evaluations and connectivity.

RECOMMENDATION:

That the Board of Directors accept the proposal and authorize Purchasing Department staff to negotiate the contract with William Wilson Architects to provide the ADA Compliance Study. The contract will be valid through June 30, 2009, with an amount not-to-exceed \$175,000. Funding will be provided from General fund.