

September 16, 2010

11-018

RATIFICATION OF CONTRACT WITH IN LINE
COMMERCIAL CONSTRUCTION FOR RENOVATION
OF SSB 300 FOR FACULTY/STAFF WORK SPACE AT
THE CASCADE CAMPUS

PREPARED BY: Kathy Kiaunis, Bond Finance Manager

FINANCIAL
RESPONSIBILITY: Linda Degman, Associate Director, Bond Program

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

REPORT: In February 2010, SSB 300 was vacated by Human Resources when they moved to the Downtown Center. Campus master planning was just beginning at that time, and the ultimate use of that space had not been determined.

Planning for the campus was ongoing during Spring Term and with enrollment increases continuing, the campus identified a need for more general purpose classroom space, while at the same time a new division dean position was approved in the budget.

The campus decided to move staff out of an area in the Student Center Building to allow the space to be converted to a general purpose classroom for Fall Term. A new location was needed for displaced staff as well as the new division dean and faculty. It became clear that SSB 300 was the best location for a division office space. This new staff space had to be completed for Fall term 2010.

In keeping with the goal of high levels of MWESB contractor participation for the bond program, in May a request for proposals for design services was issued for SSB 300. DAO Architects, an MWESB firm, was contracted in June to develop a plan for the space. The project estimate was below the formal procurement threshold.

Plans were developed and issued for bids to five MWESB contractors at the beginning of August. The college received two bids for the project and both were over the formal threshold. In Line Commercial Construction was the lowest bidder. With only six weeks to complete the work before Fall term, time was of the essence, and the College needed to proceed with the work with the low bidder.

President Pulliams approved the contract per Board Policy B 505, which allows the President to approve procurement contracts in excess of \$150,000, based on the needs of the College, so long as they are later ratified by Board resolution.

RECOMMENDATION: That the Board of Directors ratify the contract with In Line Commercial Construction for the renovation of SSB 300 for Faculty/Staff work space at the Cascade Campus for a fixed amount of \$173,822.00. All funds will come from Bond Funds.