

May 19, 2011

11-115

ACCEPT PROPOSAL AND AWARD CONTRACT FOR
DEVELOPING A RECOVERY AND CONTINUITY OF
OPERATIONS PLAN FOR ACADEMIC AND STUDENT
SERVICES

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FINANCIAL
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REPORT: With passage of the bond measure, the College has the need to contract with a qualified firm to provide a Recovery and Continuity Operations Plan for Academic and Student Services. The Recovery and Continuity Operations Plan for Academic and Student Services will help identify the teaching, learning, and student services that are mission critical during catastrophic events or pandemics.

A Request for Proposals (RFP) for these services was issued and made available to all interested firms on December 21, 2010. The RFP was advertised in the Daily Journal of Commerce and on the PCC Solicitation website. A total of twenty four (24) entities, which included consultants; plan centers; and other interested parties registered and downloaded a copy of the RFP document.

Eight (8) proposals were received in response to the RFP. Written Proposals were reviewed and rated by an evaluation team based on the following criteria: Firm Background, Firm Experience and Success, Experience of Key Personnel, Proposal Plan, Fee Percentage and Social Responsibility.

Written proposal evaluation scores were as follows:

<u>Firm</u>	<u>Points</u>
Witt Associates	672
LBL Technology Partners	649
Bold Planning Solutions	648
Marsh USA Inc.	582
NohBell Corporation	527
Satori Consulting	513
Avalution Consulting	477
DataSafe	103

The top 3 firms were invited to an interview and those scores were as follows:

<u>Firm</u>	<u>Points</u>
Witt Associates	714
LBL Technology Partners	571
Bold Planning Solutions	514

RECOMMENDATION: That the Board of Directors accept the contract to develop a Recovery and Continuity Operations Plan for Academic and Student Services in the amount, not to exceed, \$200,000. Expenditures for these services will be from bond and general funds.