

June 16, 2011

11-129

ACCEPT PROPOSAL AND AWARD CONTRACT FOR
FLIGHT TRAINING TO HILLSBORO AVIATION, INC.

PREPARED BY: Steven J. Hopf, Division Manager, Finance

FINANCIAL
RESPONSIBILITY: David Rule, Rock Creek Campus President

APPROVED BY: Cherie Chevalier, Associate Vice President, Finance
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Dr. Preston Pulliams, District President

REPORT: The College has a need for a Flight Training Provider for its Aviation Science Professional Pilot program, for both airplane and helicopter. On April 4th, 2011, the RFP was advertised in the Daily Journal of Commerce, State of Oregon ORPIN Vendor System and the RFP document was accessible by registering on the PCC Procurement website. A total of seven (7) vendors registered and received copies of the RFP, of which three (1) were MWESB firms.

On the deadline of May 13th 2011 at 1:00 P.M., the College received two (2) proposals. One proposal was incomplete and rejected by the purchasing office. The remaining proposal was reviewed and evaluated by the committee members based on the following criteria: Firm's experience, qualification, references; access to students and cost.

RECOMMENDATION: That the Board of Directors accept the proposal and award the contract to Hillsboro Aviation, Inc. The contract will cover the three (3) academic years, commencing on July 1, 2011 and end on June 31, 2014. The contract will also have an option for annual renewal for an additional two (2) years, through April, 2016 (not to exceed 5 year).

Funding will be from the General Fund.