

August 18, 2016

17-017

REQUEST FOR QUALIFICATIONS (RFQ) FOR - A
COLLEGE-WIDE FACILITIES MASTER PLAN:
PHASE 1

PREPARED BY: Sandy Wanner, Buyer/Contract Specialist, Bond Program

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Bond Program

APPROVED BY: Jim Langstraat, Vice President, Finance and Administration
Sylvia Kelley, Interim President

REPORT: Portland Community College (PCC) invited qualified firms to submit proposals for the first phase of a College-wide Facilities Master Plan (FMP). The first phase services will include, but are not limited to project management, engineering, architecture, space utilization, planning, cost estimating, and public outreach, among other disciplines. The final plan will include a space inventory and utilization assessment, identified deferred maintenance and verification of capital improvement projects, a sustainability plan, IT plan, safety and security plan, high level estimated costs, and any needed assessment tools for ongoing monitoring by the College. The overall intent of Phase 1 of the FMP is to maximize space efficiencies, identify needed maintenance and building renovations, and confirm near-term growth projects.

The selected firm also may assist the College with an Academic Master Plan/Learning Master Plan. This is intended to be a comprehensive review of all academic programs available at PCC. It will serve as a guide toward achieving the College mission of student success and provide a decision-making frame work within the PCC learning community. The outcome will be in a form that can easily inform and lead into the second phase of the FMP, which would be an academically informed college wide master plan.

On May 6, 2016, a RFQ was advertised in the Daily Journal of Commerce, State of Oregon website (ORPIN) and was posted on the PCC Solicitation website. A total of 70 vendors registered and received a copy of the RFQ

document. Of the 70 vendors, there were 15 Oregon certified MWESB firms and 2 plan centers. At the bid closing time of 10:00 A.M., June 22, 2016, the College received five (5) bids. A committee, made up of representatives from Bond, FMS, and IT, reviewed the proposals and invited three (3) vendors to return for interviews. The interview committee consisted of representatives from academic services, dean of instruction, IT, Bond, FMS, and Transportation and Parking. Below is the list of firms and their final scores.

| Proposer Name: | Score from the RFQ review: | Final score with the combined RFQ/Interview score: |
|-----------------------|-----------------------------------|---|
| OP SIS | 480 | 1186 |
| YGH | 416 | 1092 |
| SRG | 452 | 1285 |

Note: Vendors are not MWESB certified.

After careful review, based on the proposer’s information and fees/rates provided, staff recommends SRG Partnership, Inc., for contract award. SRG can provide the services needed to complete this project. It will take some time to negotiate the actual fee for all of this work. In the meantime, it is critical that we get started on the work. At this time we are requesting an initial authorization of \$250,000. Once we have negotiated the fee a resolution will be presented to the Board for authorization.

RECOMMENDATION: That the Board of Directors accept and award a contract to SRG Partnership, Inc., to provide the College-wide Facilities Master Plan: Phase 1 for 18 months. The initial contract total will be \$250,000.00 from the 2008 Bond Program.