

October 24, 2019

20-056

SHUTTLE SERVICE BETWEEN COLUMBIA COUNTY,  
PCC ROCK CREEK CAMPUS, AND WILLOW CREEK  
CENTER

PREPARED BY: Kim Copley, Buyer/Contract Specialist, Procurement

FINANCIAL  
RESPONSIBILITY: Michael Kuehn, Manager, Transportation and Parking  
Ken Brown, Director, Auxiliary Services

APPROVED BY: Eric Blumenthal, Vice President, Finance and Administration  
Mark Mitsui, College President

REPORT: August 31, 2006 the college entered into an  
Intergovernmental Agreement with annual amendments to  
renew.

Columbia County will:

Provide four (4) round-trips every Monday through Thursday  
and three (3) round-trips every Friday from St. Helens to the  
College's Rock Creek campus and the Willow Creek Transit  
Center, except on designated College holidays and College  
emergency closure days as determined by 6am of that day.  
Effective as of September 11, 2006.

Students and staff boarding the Columbia County shuttle at  
either Rock Creek or Willow Creek Transit Center for  
transport to and from Rock Creek campus only will not be  
subject to charge.

Provide all labor, material, and supervision for all scheduled  
trips.

Market this effort with the St. Helens radio station and the  
Metro West Ambulance Services (Hillsboro).

The College will:

Provide scheduled shuttle service to and from other PCC  
campuses effective as of September 25, 2006. College  
shuttle service does not operate during College designated  
closures, College holidays, and in-service days.

Market this effort on its website and through other

appropriate media.

Both Parties will:

Work out the scheduling details to maximize service to County's residents and College's students.

Assess the success of this effort after each academic term to explore if/where improvements could be implemented.

The contract expenditure to date is \$834,864.00. The annual expense for July 1, 2019 through June 30, 2020 is \$89,992.00.

**RECOMMENDATION:** That the Board of Directors authorize the continuation of shuttle services between Columbia County, PCC Rock Creek Campus, and Willow Creek Center for the next five (5) years, not to exceed \$494,956.00. Funding will be from Transportation and Parking Services.