



CENTRAL OREGON
COMMUNITY COLLEGE Revised
Board of Directors' TeleConference Meeting
AGENDA
Monday, July 24, 2017 – 10:30 a.m.
Board Room – Boyle Education Center

TIME**	ITEM	ENC.*	ACTION	PRESENTER
10:30 am	I. Call to Order			Krenowicz
	II. Roll Call Bruce Abernethy Laura Craska Cooper Joe Krenowicz John Mundy Vikki Ricks Erica Skatvold Alan Unger			
	III. Introduction of Guests			
	IV. Adjourn			
	V. Convene as Local Contract Review Board			
	VI. Cascades Hall Renovation	6.	X	McCoy
	VII. Adjourn as Local Contract Review Board			
	VIII. Re-Convene as regular Board of Directors' Meeting			
10:45 am	IX. Adjourn			

**Central Oregon Community College
 Local Contract Review Board Resolution**

Prepared by: Steve Pitman, COCC Capital Projects Manager and
 Sharla Andresen, Director of Contracts and Risk Management.

Subject	Contracting strategy for renovation and non-renovation work in Cascades Hall
Strategic Plan Themes and Objectives	
Institutional Sustainability	IS.6 - Further develop and enhance facilities to ensure institutional quality and viability.

A. Background

Cascades Hall needs renovation and non-renovation work done to accommodate the new occupants after OSU-Cascades vacated the building in September 2016. The College is planning several contracts to accomplish this work, allowing earlier use of areas in the building that will not be renovated.

B. Options/Analysis

Per the Community College Rules of Procurement CCR.304, if the College will be awarding a series of small contracts related to the same project with values less than \$100,000 within one fiscal year, the College shall submit its findings to its Local Contract Review Board to document the rationale for using several smaller contracts rather than packaging all the work in one sealed bid contract. The COCC Board also serves as the Local Contract Review Board for the College.

The work done inside Cascades Hall will be divided into three contracts:

1. A single, large contract to handle all renovation work, including removal of some existing walls, construction of new walls, partial removal of laboratory features, reconfiguration of ceiling, installation of new doors and windows, reconfiguration of electrical and mechanical systems and installation of several glass wall panels. This will be a sealed bid procurement, but cannot start until the renovation design is complete.
2. A single contract for painting in areas of the building not being renovated. This will probably be under \$50K, but will still be a prevailing wage job because it is part of the larger effort in Cascades Hall (per ORS 279C.827). Using intermediate procurement rules, this contract will be awarded after receiving three informal quotes. This work can proceed this Summer, while renovation design is still ongoing.
3. A single contract to cover flooring in the non-renovation areas. This will probably be between \$50K and \$100K. Using intermediate procurement rules, this contract will be

awarded after receiving three informal quotes. If quotes come in very close to or above \$100K, then this project will be advertised for sealed bid procurement. This project will be a prevailing wage job no matter which procurement method is used. This work can proceed before completion of the renovation design work.

Additional work may be done outside the building on landscaping, road improvements and storage for the Forestry Department, if budget allows. These will be later phases and should all be prevailing wage and sealed bid. They might all be in one contract, or could be in several, depending on design factors and timing.

C. Findings

- This strategy does not fractionalize requirements with the intent to avoid sealed bid procedures. In fact sealed bid procedures will still be used for the larger requirements (renovation and possibly flooring).
- Separating the contracts for non-renovation work (painting/flooring) from the renovation contract enables the College to begin using 12 classrooms in Cascades Hall at least one term earlier than if all work were combined into one sealed bid contract that could only start after the renovation design is complete.
- Using separate contracts for painting and flooring promotes increased competition and benefits the College by allowing contractors specializing in just one of the two areas to bid on his/her specialty. If we combine painting and flooring contracts, only contractors capable of both kinds of work and with sufficient bonding capacity for all the work will be able to bid. There are relatively few of these contractors, so competition would likely be diminished with a combined painting and flooring contract, or it would require a general contractor with multiple subcontractors, increasing overhead and cost.
- Other requirements such as prevailing wages of the Bureau of Labor and Industries, bonding, insurance and OMWESB (Office of minority, Women and Emerging Small Business, reporting requirements), will not be avoided by the award of several contracts.

D. Timing

Approval of the College's findings at this time will allow the procurement process for the Cascades Hall renovation and non-renovation work to start immediately.

E. Budget Impact

Funds have been budgeted for these procurements.

F. Proposed Resolution

Be it resolved that the Central Oregon Community College Local Contracting Review Board has reviewed that these findings are in accordance with CCR:304 and approves the College to move forward with the three contracts for renovation and non-renovation work as described above.