



CENTRAL OREGON
COMMUNITY COLLEGE
Board of Directors' Meeting – AGENDA
Wednesday, December 10, 2014 – 6:00 PM
Christiansen Board Room-Boyle Ed. Center Bldg.

TIME**	ITEM	ENC.*	ACTION	PRESENTER
6:00 pm	I. Call to Order			Craska Cooper
	II. Introduction of Guests			
6:05 pm	III. Agenda Changes			
6:06 pm	IV. Public Hearing and Testimony			
	A.			
6:10 pm	V. Consent Agenda***			
	A. Minutes			
	1. Regular – November 18, 2014	5.a1	X	Smith
	B. Personnel			
	1. New Hire Report (November 2014)	5.b1	X	Sorenson ^A
6:20 pm	VI. <u>LOCAL PUBLIC CONTRACT REVIEW BOARD</u>			
	A. Adjourn as COCC Board of Directors Meeting			
	B. Convene as Local Public Contract Review Board			
	1. Solar Array - RFP	6.b1	X	McCoy ^A
	C. Adjourn as Local Public Contract Review Board			
	D. Re-Convene as Board of Directors' Meeting			
6:35 pm	VII. Information Items			
	A. Financial Statements	7.a		Bloyer ^A
	B. Construction Projects - Update	7.b		McCoy ^A
6:55 pm	VIII. Old Business			
	A. Pioneer Remodel – Contract	8.a	X	
	B. Presidential Search Update			Craska Cooper ^P
7:10 pm	IX. New Business			
	A. Re-Appoint Budget Committee Members	9.a	X	Paradis ^P
7:20pm	X. Board of Directors' Operations			
	A. Board Members Activities			
7:35 pm	XI. President's Report			
	A. Updates			
	1. Branch Campus - Updates			Schulz/Snead/Kristensen ^P
	2. Information Technology – Update			Cecchini ^P
	XII. Dates			
	A. 2:30 p.m. Tuesday, December 16 – Board of Directors' Special Meeting Christiansen Board Room			
	B. 6:00 p.m. Wednesday, January 14, 2015 – Board of Directors' Meeting Christiansen Board Room, Boyle Education Center Bldg.			
8:05 pm	XIII. Adjourn			



CENTRAL OREGON COMMUNITY COLLEGE
Board of Directors' Meeting – MINUTES
Tuesday, November 18, 2014 – 6:00 PM
Christiansen Board Room-Boyle Education Center

PRESENT: Laura Craska Cooper, Vikki Ricks, David Ford, Charley Miller, Bruce Abernethy, Joe Krenowicz, Anthony Dorsch, Ron Bryant-Board Attorney, Dr. Shirley Metcalf-President, Julie Smith- Executive Assistant.

INTRODUCTION OF GUESTS: Charles Abasa-Nyarko, Matt McCoy, David Dona, Joe Viola, Cady Mae Hunt, Seth Elliott, Jim Bennett, Kevin Lanier, Sean Rule, Anna Higgins, Audrey Hardy, Renee Brazeau-Asher, Tony Russell, Jerry Schulz, Kathy Smith, Chad Harris, Rebecca Plassmann, Michael Fisher, Glenda Lantis, Ron Paradis, Lisa Bloyer, Sally Sorenson, Dan Cecchini, Carol Higginbotham-Faculty Forum President, and others.

PUBLIC HEARING AND TESTIMONY:

Mr. Seth Elliott-Campus Public Safety Supervisor presented Campus Safety Officer Kevin Lanier with the "Life Saver" Award from the Bend Fire Department. Mr. Lanier responded to a call near the Bend campus, helping to save the life of a gentleman involved in an automobile accident who suffered a heart attack.

Mr. Jim Bennett-Security Coordinator was recently elected President of the Western Association of Campus Law Enforcement Administrators, a professional organization that includes two-year and four-year campus security professionals.

CONSENT AGENDA:

Mr. Bruce Abernethy moved to approve the Consent Agenda (Exhibits: 5). Mr. Charley Miller seconded. MCU. Approved. M11/14:1

BE IT RESOLVED that the Board of Directors' approved the regular meeting Minutes of October 8, 2014(Exhibit: 5.a1);

BE IT RESOLVED that the Board of Directors' reviewed and approved the October 2014 New Hire Report (Exhibit: 5.b1);

BE IT RESOLVED that the Board of Directors' approves the employment contract for Jennifer Forbess-Part Time Writing Center Tutor Coordinator (Exhibit: 5.c);

BE IT RESOLVED that the Board of Directors' approved the employment contracts for David Trask-Instructor-Culinary; Anne Cole-Instructor Early Childhood Education; Ben Young-Instructor Computer and Information Systems (Exhibit: 5.d).

INFORMATION ITEMS:

Financial Statements – (Exhibit: 6.a)

The Board of Directors' were apprised of the September 2014 Financial Statements.

Construction Update – (Exhibit: 6.b)

The Board of Directors' were apprised of the monthly (October 2014) Construction Projects Updates for -

- Information Technology
- Ochoco Remodel – Bend Campus
- Pioneer Remodels
- Residence Hall Status Report – Bend Campus
- Technology Education Center – Redmond Campus

Housing Operations Report - (Exhibit: 6.c)

Ms. Alicia Moore-Dean of Student and Enrollment Services reviewed that in order to support the transition to the new residence hall, COCC has convened two work teams:

- Housing Leadership Team – meets monthly to keep informed about key decisions and major milestones, as well as provides direction on operational and policy issues.
- Housing Operations Team – meets on a regular basis to address related topics as we transition to new student housing.

OLD BUSINESS:

Solar Array Update (Handout: 7.a)

Mr. Matt McCoy-Vice President for Administration reviewed the solar energy project planned for the Redmond Campus. The college must spend a minimum of \$850,000 on solar power due to the construction of several new buildings; the College is planning to combine the projects into one large effort in hopes of providing all of the College's energy at the Redmond campus. A resolution for board action on the solar energy project will be brought to the December board meeting.

NEW BUSINESS:

Collective Bargaining Agreement-Faculty (Exhibit: 8.a)

Mr. Matt McCoy and Mr. Ron Paradis-Director of College Relations reviewed that the College and the COCC Faculty Forum have been engaged in collective bargaining since February, negotiating a five-year agreement contract to begin, retroactively on July 1, 2014 thru June 30, 2019.

Mr. Joe Krenowicz moved to approve the Faculty five-year contract effective July 1, 2014 thru June 30, 2019 (Exhibit:8.a). Mr. Bruce Abernethy seconded. MCU. Approved. M11/14:2

Presidential Search Advisory Committee (Exhibit: 8.b)

Ms. Laura Craska Cooper-Board Chair reported that the Search Advisory Committee has a rich pool of applicants to consider, noting that the candidate pool is currently comprised of 50 candidates. The finalists will visit COCC in mid-to-late January 2015 and will participate in public forums as part of their interview process.

Two members of the Presidential Search Advisory Committee have resigned due to time commitments. Two new potential members have expressed their willingness to join the committee: Jodie Barram, member of the Bend City Council and Joe Krenowicz, executive director of the Madras –Jefferson County Chamber of Commerce and COCC Board member.

Mr. David Ford moved to approve the appointment of Jodie Barram and Joe Krenowicz to the Presidential Search Committee. Mr. Bruce Abernethy seconded. MCU. Approved. M11:14:3

BOARD OF DIRECTORS OPERATIONS:

- | | |
|-------------------|---|
| Mr. Krenowicz | ACCT Conference in Chicago, IL
OCCA Conference in Sunriver, OR
Read Resumes of 50 Presidential Candidate Applicants
Board Fall Retreat |
| Ms. Ricks | ACCT Conference in Chicago, IL
OCCA Conference in Sunriver, OR
Read Resumes of 50 Presidential Candidate Applicants
Board Fall Retreat |
| Mr. Miller | Real Estate Committee Meeting
OCCA Conference in Sunriver, OR
Read Resumes of 50 Presidential Candidate Applicants
Board Fall Retreat
Economic Forecast Breakfast |
| Mr. Dorsch | Board Fall Retreat |
| Mr. Ford | Economic Forecast Breakfast
Chamber Event
Meeting with Matt McCoy and Kevin Kimball re: Cascades Hall
OCCA Conference in Sunriver, OR
Real Estate Committee Meeting
Board Fall Retreat |
| Mr. Abernethy | COCC Science Dept. Meeting
Board Fall Retreat
Grant Meetings |
| Ms. Craska Cooper | Board Fall Retreat
Economic Forecast Breakfast
Read Resumes of 50 Presidential Candidate Applicants
Empty Bowls event
Real Estate Committee Meeting
Visited with Campus Officers |

Budget Committee Member, Zone 3 (Exhibit: 9.a1)

Mr. Anthony Dorsch moved to appoint Mr. Al Jamison to the Budget Committee representing Zone 3 I(Exhibit: 9.a1). Ms. Vikki Ricks seconded. MCU. Approved. MCU. Approved.
M11/14:4

PRESIDENT'S REPORT

HDESD Partnership – Better Together Student Success (Handout: 10.a1)

Ms. Anna Higgins from the High Desert ESD talked about the Better Together Success initiative which includes the Early Learning and Wellness initiatives along with those that help students graduate from high school, college, and other training as they progress towards their career. COCC faculty and staff are involved with Cascades Commitment, which includes helping high school students earn 18 college credits prior to their high school graduation.

Automotive Technology in Electronics & Diagnostics (TED)

Mr. Ken Mays-Professor of Automotive Technology/Program Director reported that the Automotive Technology department is doing very well noting that from 2008 to 2012 hundreds of certificates and degrees have awarded. Two of his students gave a presentation about the new Technology in electronics and Diagnostics (TED) program.

Student Services Overview

Ms. Alicia Moore-Dean of Student and Enrollment Services gave a PowerPoint presentation summarizing the many offerings of major initiatives for the current school year.

ADJOURN 8:30 PM

APPROVED;

ATTEST TO;

Ms. Laura Craska Cooper, Board Chair

Dr. Shirley I. Metcalf, Interim President

Exhibit: 5.b1
December 10, 2014
Approve: ___ Yes ___ No
Motion: _____

Central Oregon Community College
Board of Directors
NEW HIRE REPORT – November 2014

<u>Name</u>	<u>Date Hired</u>	<u>Location</u>	<u>Job Title</u>
Classified Full Time			
Ruebush, Michelle	11/10/2014	Bend	Administrative Assist, NIR
Classified Part Time			
Evans, Sara	11/03/2014	Bend	Admin Assist, WLC
Temporary Hourly			
Forsberg, Wendi Kathleen	10/1/2014	Bend	Aviation Tutor
Hoyt, Ofelia Herrera	11/1/2014	Bend	PrtnrInPractice/Science
Mathis, Lisa D	11/1/2014	Bend	PrtnrInPractice/Sciecne
O'Connor, Cindee Gail	11/1/2014	Bend	Comp Lab Attend
Roe, Kyle Gregory	11/1/2014	Bend	Program Assistant
Roe, Kyle Gregory	11/1/2014	Bend	Program Assistant
Scout, Sydney	11/7/2014	Bend	Placement Test Proctor
Wiechert, Susan J	11/12/2014	Bend	Comp Lab Attend
Workstudy			
Bella, Nicholas	11/17/2014	Bend	ABS

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Gene Zinkgraf-Project Manager / Matt McCoy-Vice President for Administration

A. Action Under Consideration

Pursuant to ORS 279A.050 and ORS 279A.060, the Central Oregon Community College Board of Directors, acting as the Local Contract Review Board, may adopt the Competitive Bid Exemption Findings of Fact (Attachment A) for the Solar PPA Request for Proposal (RFP) and authorize the President or her designee to proceed with the Solar PPA solicitation process and to enter into a contract with a developer for the construction of the Redmond Campus Solar Array.

B. Discussion/History

Central Oregon Community College seeks a vendor to design, install, own, operate and maintain under the terms of a solar power purchase agreement an estimated 504 kilowatt, ground mounted, grid-connected solar photovoltaic electric generating system located on its Redmond, Oregon campus. The College will purchase a negotiated amount of the system's electric output from the solar services provider for a predetermined period for use in connection with the operation of the Redmond Campus. The RFP solicitation method will address the concerns outlined in the Findings attached. The draft findings were published on November 17 2014 and the public hearing scheduled for December 1, 2014 was advertised on November 17, 2014. There was no public present at the hearing.

C. Options/Analysis

Approve the resolution and authorize the President or her designee to begin the RFP Solicitation process.
Not approve the resolution and require the President or her designee to continue with the traditional Design/Bid/Build process.

D. Timing

Approval at this time will enable the Solar PPA solicitation to be issued immediately allowing a contractor to be awarded in winter of 2015, enabling the project to be completed by the Fall of 2015.

E. Recommendation

Be it resolved that the Board of Directors, acting as the Local Contract Review Board, do hereby approve the alternative contracting method and direct the President or her designee to proceed with the SOLAR PPA solicitation and procurement process.

F. Budget Impact

Funds have been set aside in the College's construction budget to meet the College's obligation to invest 1.5% of construction project budgets in photovoltaic power/renewable energy.

Solar Array Events Timing

1. Draft Written Findings prepared by staff and reviewed by COCC Counsel
2. Monday, November 17, 2014 – Required Notice of Public Meeting for the Exemption from Competitive Bidding placed in Bend Bulletin, Redmond Spokesman and Daily Journal of Commerce
3. Tuesday, November 18, 2014- Solar PPA concept, PPA RFP process and timelines presented as an Information Item to COCC Board of Directors
4. Monday, December 1, 2014 – Required Public Meeting for the Exemption from Competitive Bidding held on the Redmond Campus
5. Tuesday, December 2, 2014 – Comments from Public Meeting presented to Real Estate Committee at their December meeting
6. Wednesday, December 10, 2014 – COCC Board approves/disapproves Exemption from Competitive Bidding
7. Monday, December 17, 2014 – If approved by the Board, issue Solar PPA RFP Solicitation
8. Monday December 29, 2014 – Mandatory Solar PPA walk through
9. Monday January 12, 2015 – Solar PPA Solicitation Closes
10. Tuesday January 13 -26, 2015 – RFP Committee evaluates and ranks Proposals
11. Monday January 29-30, 2014 – Interview of applicants (if necessary).
12. Monday February 2, 2015 – Award Notice
13. Tuesday February 3 – 9, 2015 – Protest Period
14. Wednesday February 11, 2015 – Board Meeting to authorize entering into a PPA contract
15. Late February - March 2015 – Solar Array installation commences
16. September 2015 – Solar array installation completed

**FINDINGS AND DECISION OF THE CONTRACT REVIEW BOARD FOR
CENTRAL OREGON COMMUNITY COLLEGE
GRANTING AN EXCEPTION TO COMPETITIVE BIDDING
TO ALLOW FOR REQUESTS FOR COMPETITIVE PROPOSALS**

The College intends to use the competitive Request For Proposal (RFP) selection process to select a qualified proposer to enter into a Solar Array Power Purchase Agreement in lieu of a traditional competitive bid selection process. That decision is supported by the following findings of fact:

FINDINGS

1. The exemption is unlikely to encourage favoritism in awarding public improvement contracts or substantially diminish competition for public improvement contract. The issuance of the Power Purchase Agreement (PPA) RFP will be broadly advertised in advance of the deadline set for submitting responses to the RFP. The RFP evaluation and selection process is open and impartial. Submitted proposals will be evaluated fairly and impartially. The competition remains open to all qualifying proposers.
2. Awarding the public improvement under this exemption will likely result in substantial cost savings and other substantial benefits to COCC. Those benefits include the following:
 - A. The College expects there are a large number of Oregon, Northwest and national companies with the expertise to enter into this type and Scope of Agreement. It is anticipated that a number of competitors will propose on this project, allowing the College to select from among the qualified partners.
 - B. In contrast to a low-bid process for partner selection, the RFP procurement method provides for early partner involvement to bring in expertise on financing, design, installation, operation and maintenance of a solar array. Early involvement with partner will lead to effective working relationships, early identification of problem areas and development of economical solutions. The RFP method will ensure rapid completion of the project, and therefore meet the goals and schedule objectives of the College.
 - C. The necessary mix of experience and expertise cannot be adequately evaluated in a formal lowest responsive, responsible bid selection process, and is best evaluated through an RFP process. The RFP method will allow the College to review the qualifications of each proposer's project team and confirm their ability to carry out the proposer's PPA obligations.
 - D. Project planning, design and financing will be evaluated up-front during the proposal phase. Cost-effectiveness of design and financial obligations by both parties will be included in the proposal evaluation; the College can expect to realize financial benefits in the initial agreement.

- E. The college anticipates that the RFP method will likely lead to addition of private and other sources of funding (governmental agencies/non-profits) being available for the project.
- F. By granting the exemption there is a likely potential for a larger array (500 kilowatt +) bringing additional benefits to the College.
- G. The College anticipates that the RFP process will likely result in value engineering options that would decrease the cost of the public improvement.

DETERMINATION OF FINDINGS

Based on the foregoing findings, it is determined that use of the RFP method of procurement for the selection of a Power Purchase Agreement Partner complies with the criteria set forth in ORS 279C.335(2).

PASSED by the Contract Review Board this _____ day of _____, 2014.

ATTEST:

Central Oregon Community College
Monthly Budget Status

Highlights of October 2014 Financial Statements

Prepared by: Lisa Bloyer-Accounting Director

Cash and Investments

The Colleges' operating cash balances currently total \$28.6 million. The October average yield for the Local Government Investment Pool remains unchanged at .54 percent.

The bond proceeds held in cash totals \$14.8 million as of the end of October. The construction spend rate is approximately \$1.2 million per month.

General Fund Revenues

The College received the second State Aid payment for the fiscal year, while tuition and fees remained flat from the prior month. The budgeted transfers-in have been posted for the year including \$300,000 from the PERS Reserve.

General Fund Expenses

The expenses include the approved inter-fund transfers-out for the fiscal year required at this point in time.

Budget Compliance

All general fund appropriation categories are within budget.

Information Technology Update – November 2014

Current Projects

Phase 1 of the **Ochoco** remodel will provide office space for the Humanities Department as well as Anthropology, Language and Computer labs. The **Residence Hall** project is an approximately 83,000 square foot, multi-level structure that will include cable television, internet and Wi-Fi service to 80 suites and 330 beds. The **Pioneer 232** remodel will provide new network and computer labs as well as additional office space for the CIS Department.

Schedule Status

The **Residence Hall** construction as well as the **Pioneer 232** and **Ochoco Remodel** projects are all on schedule at this time.

Activity in November

The General Contractor for the **Redmond Technology Center** has addressed the remainder of their IT-related warranty items. The AV contractor for the **A/V Systems installation** within the **Redmond Technology Center** continues to address warranty items as well as several programming changes requested by staff and faculty. The COCC IT Department installed a projector and speakers at the **Redmond Veterinary Technician Building**. Sub-contractors have installed coaxial television cable and data infrastructure pathway within the lower bar of the **Residence Hall**. With the addition of a computer classroom, conference room and faculty offices in **Ochoco**, the COCC IT Department is working with the Construction Department to explore options to provide the necessary space for an MDF that will support these type of increased network demands. In addition, the COCC IT Department has disconnected all data ports from our network switches on the first floor and removed wireless equipment, projectors, etc., in anticipation of the **Ochoco** remodel.

Information Technology Update – November 2014

Photos – Residence Hall



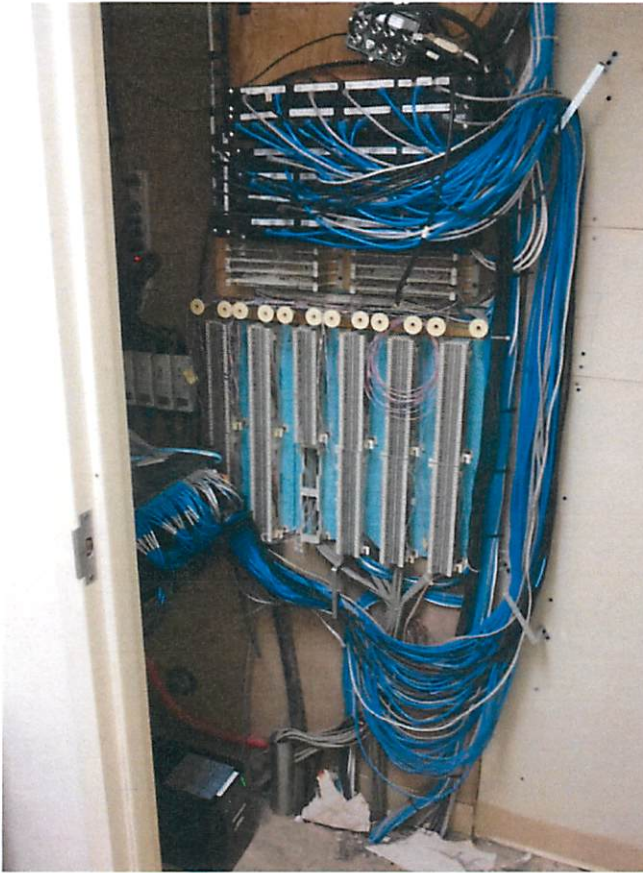
LCD backbox infrastructure – student lounge, 2nd Floor



MDF floor and conduit entrances – Upper Bar

Information Technology Update – November 2014

Photo – Ochoco Remodel



Current MDF Space – Ochoco

Upcoming Activities for December

The AV contractor for the **Redmond Technology Center** will continue to address warranty items as well as several programming changes that were requested by staff and faculty. The electrical and low-voltage sub-contractors will continue the installation of coaxial television cable and low-voltage infrastructure in the middle bar of the **Residence Hall**. The COCC IT Department plans to install a projection screen at the **Redmond Veterinary Technician Building**. The COCC ITS group will also work with contractors to assist with the classroom audio-visual installations, low-voltage wiring design, MDF designs and data rack build-outs as well as migration of existing data cabling for both the **Ochoco** and **Pioneer 232** remodels.

Information Technology Update – November 2014

COCC Construction PM - Rich Brecke, 541-330-4375, email: rbrecke@cocc.edu

COCC Construction PM - Rick Hayes, 541-330-4391, email: rhayes@cocc.edu

COCC Technology PM - Darren McCrea, 541-383-7741, email: dmccrea@cocc.edu

General Contractor, Residence Hall

Lease Crutcher Lewis, LLC
550 SW 12th Avenue
Portland, OR 97205
503-223-0500

General Contractor, Ochoco Remodel

Griffin Construction, LLC
8361 NE Meadow Ridge Rd.
Prineville, OR 97754
541-447-7237

CCB Phase 1 Remodel – Nov. 2014 Update

Scope

When the Campus Center Building was built, future capacity was included for the possible residence hall. Since the Residence Hall will be coming online in Fall of 2015, the planned capacity needs to be added to come online at the same time. The remodel will include added servery stations, dry and cold storage, seating and catering storage.

Budget Status

The project budget is still under review.

Change Order Activity

N/A.

Schedule Status

The remodel will be done over Summer Quarter 2015 and be open for Fall Quarter 2015.

Recent Activity

The design committee selected an architect and we have contracted with Steele Associates Architects to perform Schematic Design. A budget can then be developed from the SD estimate.

Activity Next Month

Design will start.

CCB Phase 1 Remodel – Nov. 2014 Update

Project Participants

COCC Stakeholder Group

Kevin Kimball	-	CFO
Alicia Moore	-	Dean of Student and Enrollment Services
Lori Willis	-	Auxiliary Services Director
Gordon Price	-	Director of Student Life
Rich Brecke	-	Project Manager
Darren McCrea	-	IT Project Manager
Julie Mosier	-	Purchasing Coordinator

Design Team

Scott Steele	-	Steele Associates Architects
Jeff Wellman	-	Steele Associates Architects

Contractor Group

TBD

Ochoco Remodel – November 2014 Update

Scope

The remodeled has been split into two phases. The first phase will house the Humanities Department; create a new computer lab, an Anthropology/Geography Lab, and a Language Lab. Also included in the first phase is a full roof replacement as well as new air handlers serving the first floor and the middle section of the building. The first phase is confined to the first floor of the Ochoco Building.

Budget Status

The current total project budget is \$2,412,641.

Change Order Activity

Additional asbestos removal was required (\$20,000) and associated with this removal we will need to replace the underlayment in a portion of the remodel (\$15,000-20,000).

Schedule Status

The project will be opening for Fall of 2015.

Recent Activity

The project started on November 3rd. Asbestos removal, demolition, submittals and planning have been underway all month.

Activity Next Month

Framing and rough-in. Submittals will continue.

Ochoco Remodel – November 2014 Update



The old Health wing.



Former Science Lab

Ochoco Remodel – November 2014 Update

Project Participants

COCC Stakeholder Group

Matt McCoy	-	VP for Administration
Jenni Newby	-	Instructional Dean
Amy Harper	-	World Languages and Cultures Department Chair
Stacy Donahue	-	Humanities Department Chair
Rich Brecke	-	Project Manager
Darren McCrea	-	IT Project Manager
Julie Mosier	-	Purchasing Coordinator

Design Team

Mark Rossi	-	Pinnacle Architecture
Peter Baer	-	Pinnacle Architecture

Contractor Group

Samuel Griffin	-	Sr. Project Manager - Griffin Construction, LLC
Jamus Fewell	-	Superintendent - Griffin Construction, LLC
Dave Martin	-	Project Manager - Griffin Construction, LLC
Sam Griffin	-	CEO - Griffin Construction, LLC

Pioneer Rm 232 Remodel – Nov. 2014 Update

Scope

Room 232 in the Pioneer building will be remodeled and expanded into a new home for the CIS Networking Lab. The project consists of replacing all finishes in the room, adding MEP capacity to serve the computers in the lab, moving a faculty/staff kitchen space, and relocating the building's data services. IT will be performing most of the work associated with the data services.

Budget Status

The project budget is \$270,000.

Change Order Activity

N/A.

Schedule Status

The remodel will be ready for students in Spring Quarter 2015.

Recent Activity

Pre-Bid meeting was well attended. Seven General Contractors showed up. The bid date was pushed to December 3rd.

Activity Next Month

Bid, Award, possible start on Dec. 15th.

Pioneer Rm 232 Remodel – Nov. 2014 Update

Project Participants

COCC Stakeholder Group

Matt McCoy	-	VP for Administration
Michael Fisher	-	Instructional Dean
Lew Cousineu	-	CIS Dept. Chair
Rich Brecke	-	Project Manager
Darren McCrea	-	IT Project Manager
Julie Mosier	-	Purchasing Coordinator

Design Team

Scott Steele	-	Steele Associates Architects
Jeff Wellman	-	Steele Associates Architects
Steve Olsen	-	Steele Associates Architects
Glen Camuso	-	Steele Associates Architects

Contractor Group

TBD

Pioneer and Ponderosa ADA bathrooms renovation November 2014 Status Report

Pioneer/Ponderosa Bathrooms Renovation for ADA conformance

Scope

The four bathrooms (two upstairs and two downstairs) in Pioneer will be demolished to the studs, ceiling system removed, and flooring removed. The entry door will be modified as necessary for ADA entry and the interior will be brought to the finish level of the Health Careers Building (except flooring).

The upstairs men's bathroom in Ponderosa will be improved to a similar status as the Womens bathroom (that is now a multifixture coed bathroom) and made ADA compliant, requiring a change to the entry doorway as well as all interior finishes being replaced

Budget Status

Project is under award price

Change Order Activity

PR #7, add isolation valves to Ponderosa bathrooms, approved for a cost of \$309.10.

PR #8, manual trap primers in lieu of electronic, approved for a credit of \$1,759.52.

Schedule Status

The project will occur during fall term and be ready for winter term use. Pioneer lower floor bathroom likely will not be available the first week or two of winter term. One floor of bathrooms in Pioneer will always be available for public use.

Activity in November

Pioneer Second Floor: Completed tile, ceiling grid, plumbing fixture installation, electrical, and toilet partitions/accessories. Final cleaning and punch list remain in December.

Ponderosa: Sheetrock completed, painted, frp wainscot installed, toilet partitions, and toilet accessories installed.

Activity planned for December

Pioneer Second Floor: Complete miscellaneous items, final clean, and punch list.

Ponderosa: Install fixtures, lighting, flooring, complete miscellaneous items, and punch list.

Pioneer First Floor: Complete demolition, rough-ins, sheetrock, and tile.



Ponderosa bathroom



Pioneer Men's bathroom (Women's similar)

Residence Hall November 2014 Status Report

Scope

Residence Hall project will provide approximately 330 beds for student housing, 320 of which are revenue generating. A floor and a half of support and common space will be provided within the middle section of the project. The building will be Earth Advantage Multi-Family Gold level certified. The project and parking lots will be accessed via a private drive off of Mount Washington Drive. 150 parking stalls will be provided. Summer programs will utilize the facilities and will be a revenue-generating source of community enrichment.

Budget Status

Project Budget included.

Change Order Activity (In addition to the GMP)

CR #33, coax splitter box change to mud ring, approved for a credit of \$7,500.00.
CR #39, repair of bottom of existing sewer manhole at tie in, approved for a cost of \$1,026.00.
CR #40, Mt Washington Dr pedestrian path grade changes, approved for a cost of \$5,963.00.
CR #41, additional (2) two inch conduit sleeves at bridge lounges, approved for a cost of \$7,946.00.
CR #51, added transom to Flex room windows, approved for a cost of \$6,757.00.
CR #55, added site bollard and boulders/reinstall relocated bollard, approved for a cost of \$2,146.00.

Schedule Status

The project is on schedule and has a completion and move-in of summer 2015.

Activity in November

Completed sheetrock at lower bar floors 3 and 4. Hung sheetrock at floor 2. Floor 1 insulated and remaining to be sheetrocked.
Completed roofing membrane installation at lower bar.
Began siding at lower bar.
Completed exterior and roof framing at middle bar.
Began roofing at middle bar.
Completed mep rough-ins at middle bar on floors 2 through 4. Floor 5 remaining.
Completed flatwork at upper bar.
Set steel framing at upper bar.
Completed site utility piping.
Cleaned up and striped Mt Washington Dr ROW.

Activity planned for December

Complete siding at lower bar.
Complete sheetrock at lower bar.
Complete painting at lower bar.
Begin setting interior finish at lower bar.
Begin siding at middle bar.
Complete roofing at middle bar.
Complete rough-ins at middle bar. Begin to insulate middle bar.
Begin framing at upper bar.

Residence Hall November 2014 Status Report



Residence Hall November 2014 Status Report



Residence Hall November 2014 Status Report



Residence Hall November 2014 Status Report



Residence Hall November 2014 Status Report

Schedule	Start	Finish
Design Development Phase	June 2013	October 2013
City of Bend Pre-application meeting	July 2013	July 2013
Site Plan Application Submittal/Review	October 2013	January 2014
Commissioning Consultant Selection	November 2013	December 2013
Board decision: 25% Construction Documents	October 2013	October 2013
25% Construction Documents	October 2013	November 2013
Lease Crutcher Lewis Bidding/Reconciling	December 2013	January 2013
GMP Presentation	January 2014	January 2014
Construction Documents	January 2014	March 2014
Special Inspection Consultant procurement	February 2014	March 2014
Permit Review/Approval	March 2014	May 2014
Construction	April 2014	July 2015
Furnishing Move-in	July 2015	August 2015

Residence Hall November 2014 Status Report

Project Participants

COCC Steering Committee

James Middleton, President
Kevin Kimball, Chief Financial Officer
Gordon Price, Director Student Life
Joe Viola, Director Campus Services

Matt McCoy, Vice President of Administration
Alicia Moore, Dean of Students
Paul Wheeler, On-Campus Housing Coordinator
Rick Hayes, Project Manager

Design Consultant

Mahlum Architecture, 1231 NW Hoyt, Suite 102, Portland, Oregon 97209
Kurt Haapala, Principal, Seth Moran & Beth Brett, Senior Project Manager
Pinnacle Architects (Associates) Peter Baer, Principal, Mark Rossi, Project Manager

Construction Manager General Contractor

Lease Crutcher Lewis, 550 SW 12th Avenue, Portland, OR 97205
Tony Church, Senior Project Manager Mike Levesque, Project Manager
Ted Gayman, Superintendent Isaac Smith, Project Engineer

Civil Survey Consultant

KPFF Consulting Engineers, 111 SW Fifth Avenue, Suite 2500, Portland, OR 97204-3628
Troy Tetsuka, Survey Manager

Geotechnical Engineer

FEI Testing & Inspection, Inc., 62979 NE Plateau Drive, #3, Bend, OR 97701
Bill Smith, Geotechnical Engineer,

Commissioning Agent

Hugh Cx, 4800 SW Meadows Rd, Suite 300, Lake Oswego, Oregon 97035
Doug Brown, Principal

Testing Agency

Carlson Testing, Inc., 8430 SW Hunziker, Tigard, Oregon 97223
Scott Jordan, Manager

Solar Array Events Timing

1. Draft Written Findings prepared by staff and reviewed by COCC Counsel
2. Monday, November 17, 2014 – Required Notice of Public Meeting for the Exemption from Competitive Bidding placed in Bend Bulletin, Redmond Spokesman and Daily Journal of Commerce
3. Tuesday, November 18, 2014- Solar PPA concept, PPA RFP process and timelines presented as an Information Item to COCC Board of Directors
4. Monday, December 1, 2014 – Required Public Meeting for the Exemption from Competitive Bidding held on the Redmond Campus
5. Tuesday, December 2, 2014 – Comments from Public Meeting presented to Real Estate Committee at their December meeting
6. Wednesday, December 10, 2014 – COCC Board approves/disapproves Exemption from Competitive Bidding
7. Monday, December 17, 2014 – If approved by the Board, issue Solar PPA RFP Solicitation
8. Monday, December 29, 2014 – Mandatory Solar PPA walk through
9. Monday, January 12, 2015 – Solar PPA Solicitation Closes
10. Tuesday, January 13 -26, 2015 – RFP Committee evaluates and ranks Proposals
11. Monday-Tuesday, January 29-30, 2014 – Interview of applicants (if necessary)
12. Monday, February 2, 2015 – Award Notice
13. Tuesday, February 3 – 9, 2015 – Protest Period
14. Wednesday, February 11, 2015 – Board Meeting to authorize entering into a PPA contract
15. Late February - March 2015 – Solar Array installation commences
16. September 2015 – Solar array installation completed

**FINDINGS AND DECISION OF THE CONTRACT REVIEW BOARD FOR
CENTRAL OREGON COMMUNITY COLLEGE
GRANTING AN EXCEPTION TO COMPETITIVE BIDDING
TO ALLOW FOR REQUESTS FOR COMPETITIVE PROPOSALS**

The College intends to use the competitive Request For Proposal (RFP) selection process to select a qualified proposer to enter into a Solar Array Power Purchase Agreement in lieu of a traditional competitive bid selection process. That decision is supported by the following findings of fact:

FINDINGS

1. The exemption is unlikely to encourage favoritism in awarding public improvement contracts or substantially diminish competition for public improvement contract. The issuance of the Power Purchase Agreement (PPA) RFP will be broadly advertised in advance of the deadline set for submitting responses to the RFP. The RFP evaluation and selection process is open and impartial. Submitted proposals will be evaluated fairly and impartially. The competition remains open to all qualifying proposers.
2. Awarding the public improvement under this exemption will likely result in substantial cost savings and other substantial benefits to COCC. Those benefits include the following:
 - A. The College expects there are a large number of Oregon, Northwest and national companies with the expertise to enter into this type and Scope of Agreement. It is anticipated that a number of competitors will propose on this project, allowing the College to select from among the qualified partners.
 - B. In contrast to a low-bid process for partner selection, the RFP procurement method provides for early partner involvement to bring in expertise on financing, design, installation, operation and maintenance of a solar array. Early involvement with partner will lead to effective working relationships, early identification of problem areas and development of economical solutions. The RFP method will ensure rapid completion of the project, and therefore meet the goals and schedule objectives of the College.
 - C. The necessary mix of experience and expertise cannot be adequately evaluated in a formal lowest responsive, responsible bid selection process, and is best evaluated through an RFP process. The RFP method will allow the College to review the qualifications of each proposer's project team and confirm their ability to carry out the proposer's PPA obligations.
 - D. Project planning, design and financing will be evaluated up-front during the proposal phase. Cost-effectiveness of design and financial obligations by both parties will be included in the proposal evaluation; the College can expect to realize financial benefits in the initial agreement.

- E. The college anticipates that the RFP method will likely lead to addition of private and other sources of funding (governmental agencies/non-profits) being available for the project.
- F. By granting the exemption there is a likely potential for a larger array (500 kilowatt +) bringing additional benefits to the College.
- G. The College anticipates that the RFP process will likely result in value engineering options that would decrease the cost of the public improvement.

DETERMINATION OF FINDINGS

Based on the foregoing findings, it is determined that use of the RFP method of procurement for the selection of a Power Purchase Agreement Partner complies with the criteria set forth in ORS 279C.335(2).

PASSED by the Contract Review Board this ____ day of _____, 2014.

ATTEST:

November 19, 2014

COCC Redmond Campus Solar Array Project Status Report

Update since the last written Status Report on September 29, 2014

1. Staff will present Findings to the COCC Board of Directors, acting as the Local Contracts Review Board, seeking approval to solicit Requests for Proposals from qualified business to enter into a Power Purchase Agreement (PPA) for the Solar Array Project on the Redmond Campus. A Request for Proposals is an alternative procurement process by which COCC is able to select a PPA partner based on factors other than strictly low bid.
2. Notice of Public Meeting for the Exemption from Competitive Bidding was advertized in local papers and the DJC on November 17, 2014. The required Public Meeting will be held, on the Redmond Campus, December 1, 2014. Comments from the Public Meeting will be presented to the Real Estate Committee on December 2, 2014.

Project Description

COCC has approximately \$816,000.00 in legislatively required 1.5% for Solar Technology obligations, stemming from construction projects which have been completed or are currently in the Construction Phase. Funds to fully cover the obligation are currently budgeted for. COCC has until one year after construction of the Residence Hall is completed (2015) to fulfill its 1.5% Obligation.

Project Actions to Date

In early 2010 COCC hired Mazzetti Nash Lipsey Burch of Portland Oregon, to perform Solar Feasibility Study of the Bend, Redmond and Madras Campuses. The Solar Study indicated high solar potential for the Redmond and Madras Campuses. The Bend Campus was shown to have marginal solar potential.

Based on solar potential and current electrical load (including an estimated load for the Technology Education Center), the Redmond Campus was chosen as the site to install a ground mount solar array (250-500kW) to meet the College's solar obligation.

COCC Staff prioritized three (3) sites on the Redmond Campus for installation of the solar array.

One of the sites is located in the Runway Protection Zone (RPZ) for Roberts Field. The second site is located in an area designated, on the Roberts Field Master Plan, as a future RPZ. The third site is located adjacent to the future RPZ. Due to the sites being in or near the Roberts Field Protection Zones, the College submitted was required to submit Notices of Proposed Construction or Alteration to the FAA for its comments on the proposed sites for the project. While COCC has yet to receive official comments from the FAA, it has been brought to our attention that the FAA has concerns regarding the sites in the current and future RPZ. There does not appear to be a concern on the FAA's part with the site outside the future RPZ.

Project Delivery Options

A 500kW system is estimated to cost between \$1.2 million and \$2.2 million

COCC has investigated two options for the design, installation and maintenance of the Solar Array Project:

1. COCC would finance, design, install, maintain and retain full ownership of the system.
2. COCC would enter into a Power Purchase Agreement (PPA) with a third party provider. The College would have minimal costs associated with this option. With this option the third party would finance, design, maintain and own the system. COCC would agree to purchase the generated energy at an agreed to price with annual price increases over a certain period of time. (Normally 20years).

The agreed to price, and annual increases, would be less than what the College currently pays Pacific Power for energy and any future Pacific Power rate increases.

It is the recommendation of the College Staff to proceed with the PPA Option. This recommendation is based on a number of issues.

1. The PPA option is legislatively allowed to fulfill the 1.5% Solar Technology Obligation.
2. The PPA Option would allow COCC to use the funds currently budgeted for the obligation for other purposes.
3. The third party provider would be responsible for the maintenance and all upgrades to the system during the life of the project. There should be no need for COCC to hire new or additional staff to maintain the system.
4. Utility cost for the Redmond campus would be less than if the energy was purchased from Pacific Power.

Power Purchase Agreement Investigations by the College to date.

COCC is a member of HGACBuy, a government procurement organization operated by the Houston-Galveston Area Council. This Organization has complemented a contract negotiation with SolarWorld and a select group of SolarWorld's Authorized installers providing of Solar System procurement through the PPA Option.

This membership enables COCC to contract with SolarWorld without the need for COCC issuing a formal Request for proposal for the PPA acquisition.

E2Solar, of Bend, is an authorized installer for SolarWorld. COCC would work directly with E2Solar should the PPA option be pursued.

COCC Staff have discussed the project with representatives of both SolarWorld and E2Solar.

Central Oregon Community College
Board of Directors
RESOLUTION

Prepared by: Rich Brecke-Construction Project Manager

A. Action Under Consideration

Award Bid #1477-14 Pioneer Classroom 232 Remodel Project to GRIFFIN CONSTRUCTION, LLC, Oregon.

B. Discussion/History

The remodeling of Pioneer classroom 232 will allow the Networking lab, currently located in Ponderosa, to be close to the CIS Department and allow for expanded student seats.

C. Options/Analysis

Accept the bid and award the contract to GRIFFIN CONSTRUCTION, LLC for \$155,522.00.
Not accept the bid from GRIFFIN CONSTRUCTION, LLC and re-bid the project.

D. Timing

Approval at this time will enable the Griffin Construction, LLC to begin work immediately and complete the project by the end of winter term, 2015.

E. Recommendation

Be it resolved that the Board of Directors do hereby accept the bid of GRIFFIN CONSTRUCTION, LLC for \$155,522.00 for the Pioneer Classroom 232 Remodel Project and direct that a contract be executed.

F. Budget Impact

This is a Bond Funded project and so there is no General Fund budgetary impact.

Central Oregon Community College
Board of Directors

BUDGET COMMITTEE APPOINTMENTS

Prepared by: Ron Paradis-Director of College Relations

A. Action Under Consideration

The Board of Directors has the responsibility to appoint the members of the COCC Budget Committee. The Zone 1 and Zone 6 terms have expired.

B. Discussion/History

Following the rezoning that took place last year, the Board of Directors adjusted Budget Committee appointments. Doug Ertner who has served representing Zone 3 was appointed to the Zone 1 position (his precinct was moved from Zone 3 to Zone 1); and Patricia Kearney who previously represented Zone 7 was appointed to the Zone 6 slot (her precinct moved as well).

C. Options

When positions are vacant, the Board has a variety of options to fill them. They can direct appoint the incumbent (if the person is interested and available), or they can seek new nominees for the position, either through public advertising or other means. In the last several years, the Board has opted for the first option.

Both incumbents indicated they are interested and available for reappointment.

C. Timing

If the Board chooses to reappoint the incumbents, timing is not critical. If instead the Board wants to conduct a process, a decision now is critical in order to have members in place by the time the Budget Committee begins meeting in March.

D. Recommendation

Reappoint both Doug Ertner and Patricia Kearney to the COCC Budget Committee.

E. Resolution

Be It Resolved that the COCC Board of Directors does hereby appoint Doug Ertner to the Zone 1 Budget Committee position and Patricia Kearney to the Zone 6 Budget Committee position, through June 30, 2017.