



CENTRAL OREGON
 COMMUNITY COLLEGE **REVISED**
 Board of Directors' Meeting – AGENDA
 Wednesday, January 22, 2014 – 6:00 PM
 Christiansen Board Room-Boyle Ed. Center Bldg.

TIME**	ITEM	ENC.*	ACTION	PRESENTER
6:00 pm	I. Call to Order			Abernethy
	II. Introduction of Guests			
6:10 pm	III. Agenda Changes			
6:12 pm	IV. Public Hearing and Testimony			
	A.			
6:17 pm	IV.A REPORTS			
	A. 2013 Audit Report	4a.a*		Auditors ^P
	B. Update-General Fund Revenue & Expenditures	4a.b*		Dona ^P
6:45 pm	V. Consent Agenda***			
	A. Minutes			
	1. Regular – December 11, 2013	5.a1	X	Smith
	B. Personnel			
	1. New Hire Report (December 2013/January 2014)	5.b1	X	Sorenson ^A
	C. Approval to Hire			Sorenson ^A
	1. Curley	5.c1	X	
	2. Cross & Hansen	5.c2	X	
	3. Schneider	5.c3	X	
	D. Mileage & Per-Diem Rates	5.d	X	Dona ^A
6:50 pm	VI. LOCAL PUBLIC CONTRACT REVIEW BOARD			
	A. Adjourn as COCC Board of Directors Meeting			
	B. Convene as Local Public Contract Review Board			
	1. Procurement Rule Changes	6.b1	X	Mosier ^A
	a. Rule Change Summary	6.b1a		
	b. Proposed Rule Changes	6.b1b		
7:00 pm	VII. Information Items			
	A. Financial Statements	7.a		Bloyer ^A
	B. Construction Projects - Update	7.b		McCoy ^A
	C. Season of Non-Violence	7.c		Moore ^P
7:15 pm	VIII. Old Business			
	A. Achievement Compact	8.a	X	Middleton ^P
	B. Student Housing-GMP Presentation	8.b*	X	Middleton ^P
	I. CM/GC Successes New Residence Hall	Handout:	8.b1	
7:35 pm	IX. New Business			
	A. Student Housing - Finance	9.a	X	Kimball ^P
	B. Budget Committee Appointment	9.b	X	Dorsch/Cooper ^A



CENTRAL OREGON COMMUNITY COLLEGE
Board of Directors' Meeting – MINUTES
Wednesday, December 11, 2013 – 6:00 PM
Christiansen Board Room-Boyle Education Center

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

ABSENT: David Ford

INTRODUCTION OF GUESTS: Becky Johnson-VP for OSU-Cascades, Matt McCoy, Charles Abasa-Nyarko, Kevin Kimball, David Dona, Alicia Moore, Joe Viola, Michael Fisher, Ron Paradis, Jenni Newby, Lisa Bloyer, Jim Weaver, Sally Sorenson, Dan Cecchini, Lori Willis, Kathy Smith-Faculty Forum President, Jerry Schulz, Scott Greenstone-The Broadside, Tyler Leeds-The Bulletin and others.

PUBLIC HEARING AND TESTIMONY:

Dr. Becky Johnson-VP for OSU-Cascades gave a PowerPoint presentation "OSU-Cascades – Planning for a Four-year Campus" describing the university's plan to build a new campus in northwest Bend and begin to offer a full four-year program.

CONSENT AGENDA:

Mr. Joe Krenowicz moved to approve the Consent Agenda (Exhibits: 5). Ms. Laura Craska-Cooper seconded. MCU. Approved. M12/13:1

BE IT RESOLVED that the Board of Directors' approved the regular meeting Minutes of November 13, 2013 (Exhibits: 5.a1);

BE IT RESOLVED that the Board of Directors' reviewed and approved the November 2013 New Hire Report (Exhibit: 5.b1);

BE IT RESOLVED that the Board of Directors' approves the employment contracts for Ryan Stock as Facilities Maintenance Manager (Exhibit: 5.c1) and for Yvonne Ramage as HRIS/Business Module Manager (Exhibit: 5.c2).

INFORMATION ITEMS:

Financial Statements – (Exhibit: 6.a)

The Board of Directors' were apprised of the October 2013 Financial Statements.

Construction Update – (Exhibit: 6.b)

The Board of Directors' were apprised of the monthly (November 2013) Construction Projects Updates for -

- Information Technology
- Grandview Renovation – Bend Campus
- Ochoco Remodel – Bend Campus
- Technology Education Center – Redmond Campus
- Residence Hall Status Report – Bend Campus
- Veterinary Tech Remodel – Redmond Campus.

Bookstore - Update

Ms. Lori Willis-Director of Bookstore and Auxiliary Services, gave a PowerPoint presentation describing student services offered at the COCC Bookstore. She reviewed new trends and activities noting that the Bookstore supports COCC's Mission by providing –

- Quality customer service
- Accessible academic supplies
- Support to the campus community, and
- Choices.

OLD BUSINESS:

Strategic Plan Implementation-Update

Matt McCoy-Vice President for Administration gave a PowerPoint presentation with an update on the transition from “Strategic Planning to Planning” and its connection to Accreditation; Achievement Compacts; Student Success Initiatives and Program Improvement. Mr. McCoy along with Charles Abasa-Nyarko-VP for Instruction and Michael Fisher-Dean of Instruction explained a sample document from the Workforce Theme Team – “Program Outcome Guide”. Board consensus was to participate and be informed with continued Planning activities with an update at the 2014 Fall Board Retreat.

NEW BUSINESS:

Legal Services (Exhibit: 8.a)

Mr. Kevin Kimball-Chief Financial Officer reviewed Exhibit: 8.a.

Mr. Charley Miller moved to authorize President Middleton or his designee to sign contract #1433-13 Legal Services with Bryant Emerson, LLP. Ms. Laura Craska-Cooper seconded. MCU. Approved. M12/13:2

BOARD OF DIRECTORS' OPERATIONS:

Board Member Activities

Mr. Krenowicz none to report

- Mr. Miller RFP Meeting for Legal Services
- Ms. Ricks Meeting – Greater La Pine Adult Education
COCC Foundation Mtg.
Meeting w/Superintendent of North Lake School District
Re: scholarships
OCCA Forum and Board Meeting in Salem
- Mr. Dorsch Meeting w/Redmond School District-new board member
- Ms. Craska-Cooper RFP Meeting for Legal Services
Spoke w/two constituents regarding the proposed new residence hall
- Mr. Abernethy Meeting w/Ron Paradis re: Presidential Search process
Collaborating on two grants that includes COCC partnership

PRESIDENT'S REPORT

Achievement Compacts

HB 210 mandates a Community College Achievement Compact Advisory Committee - consisting of administrators, faculty, education personnel and students. The Committee is to develop plans for achieving outcomes/measuring progress, goals and targets/assess reporting progress/recommend outcomes. A report is then to be submitted to the Board of the Community College no later than February 1 of each year.

CC Presidents have concerns with the appropriateness of the timeline and the clarification of committee recommendations to the board.

President Middleton's recommendations will be work to ensure that the college's processes reinforce the work put into strategic planning theme objectives and targets.

Student Housing

The Board will consider the new student-housing proposal at the January 22 meeting.

Outcomes Based Funding

The OEIB (Oregon Education Investment Board), Chief Education Officer, HECC (Higher Education Coordinating Commission) and key legislators – continue to highlight the importance of the greater role for outcomes in “funding distribution”. The current model is for funding distribution based on Community College's enrollment in 2010.

Oregon Business Plan

- Policy Playbook – recognition of the importance to serve and develop rural areas of Oregon
 - Continued investment in Education
 - STEM (Science, Technology, Engineering, Math) investments and leadership
 - NSF (Nat'l Science Foundation) grant project
- Poverty Reduction Strategy Paper
 - Serve and develop rural areas of Oregon
 - Services and progress of Hispanics and Native Americans
 - Better Together – children's programming
 - Importance of education.

ADJOURN 7:45 PM

APPROVED;

ATTEST TO;

Mr. Bruce Abernethy, Board Chair

Dr. James E. Middleton, President

Exhibit: 5.b1
January 22, 2014
Approve: ___ Yes ___ No
Motion: _____

**Central Oregon Community College
Board of Directors**

NEW HIRE REPORT – December 2013/January 2014

Name	Date Hired	Location	Job Title
Classified Part-Time			
Hanney, Derwyn	12/17/2013	Bend	ADA Trans/Grnds Spec
Classified Full-Time			
Nelson, Mary	01/06/2014	Bend	Dean Support Spec
Temporary Hourly			
Clark, Cary	12/1/2013	Bend	Bookstore Cashier
Foteff, Sydney	12/4/2013	Bend	Student Workers
Halvorson, Scott	12/30/2013	Bend	Bookstore Cashier
Higgins, Kayla	12/1/2013	Bend	Computer Lab Attendant
Jenkins, Jenoa	12/9/2013	Bend	Student Workers
Kelley, Kristen	12/1/2013	Bend	Student Workers
Loukojarvi, Lena	12/15/2013	Bend	Culinary
Maffai, Susan	12/5/2013	Bend	Substitute
Simpson, Shelby	12/13/2013	Bend	Math Lab Attendant
Strachan, Doug	12/30/2013	Bend	Asst. Rugby Coach
Tatom, Fleta	12/16/2013	Bend	Server Elevation
Vulfson, Amber	12/6/2013	Bend	Student Workers
Weatherman, Chloe	12/9/2013	Bend	Student Workers
Temporary Salary Payment			
Ely, Brian	12/1/2013	Bend	
Gamm, Michael	12/1/2013	Bend	

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Sally A. Sorenson-Director of Human Resources

A. Action Under Consideration

Approve administrative employment contract for **STEVE CURLEY**, as a Director of Small Business Development Center.

B. Discussion/History

The employment contract for STEVE CURLEY is for an administrative position. This position was filled through a National College search. STEVE CURLEY will officially begin work on January 6, 2014.

C. Options/Analysis

Approve the employment contracts for STEVE CURLEY.
Decline approval of the employment contracts for STEVE CURLEY.

D. Timing

The Director of Small Business Development Center position for STEVE CURLEY is for a 11-month employment contract. For the current fiscal year, the initial employment contract period will be from hire date through June 30, 2014. As with all other exempt employees, a new contract will be prepared for the next fiscal year that begins July 1.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College hereby approves the employment contract for STEVE CURLEY.

F. Budget Impact

The salary conforms to the salary schedule approved by the Board.

G. Miscellaneous

Mr. Curley received his Bachelor of Science degree in Business Management from Linfield College. Since March 2013, he has served as the Interim Director for the Small Business Development Center at COCC, providing business advising services to local businesses and leadership to the department. Mr. Curley currently owns and operates Blue Space Markets, a strategic brand and market consultancy with a focus on helping businesses target the right customers and market segments

Exhibit: 5.c2
January 22, 2014
Approved: Yes ___ No ___
Motion:

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by Sally A. Sorenson-Director of Human Resources

A. Action Under Consideration

Approve the contract for Rodney Cross and Michael Hansen.

B. Discussion/History

The one-year temporary instructor contract of Science for Rodney Cross is a new position.

The one-year temporary instructor contract of Business for Michael Hansen is a new position.

C. Options/Analysis

Approve the contract for Rodney Cross and Michael Hansen.

Decline approval of the contract for Rodney Cross and Michael Hansen.

D. Timing

For the 2013-14 academic year.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College district approves the contracts of Rodney Cross and Michael Hansen for the 2013-14 academic year.

F. Budget Impact

The salaries conform to the salary schedule approved by the Board and the Faculty Forum.

G. Miscellaneous

**Rodney Cross
One-Year Temporary Instructor – Science**

Dr. Rodney Cross attended Clatsop Community College and Portland State University before earning a Doctor of Chiropractic from Western States Chiropractic College in Portland. His coursework included undergraduate courses in biology and zoology, and courses in human anatomy, human physiology, neurophysiology, and cell and tissue biology at Western States.

Rodney started teaching as a Part-time instructor in Human Anatomy and Physiology courses in the Science Department at COCC in the Winter Term of 2012. Based on classroom visits by the department Chair and consistent praise from his students, Rodney has shown a strong command of the course material, and how to help his students learn it. Due to his additional teaching of Kinesiology courses in the Massage Therapy program of the Allied Health Department, where he also has been doing a praiseworthy job, the need arose to increase Rodney's teaching load limit. With the approval of COCC's Board of Directors, Rodney will be appointed to a Full-time Temporary Faculty position for the 2013-14 academic year.

Michael Hansen

One-Year Temporary Instructor – Business

Michael Hansen received his Master's Degree in Business Administration from California State University at Sacramento, where he also earned a Bachelor of Science in Business Administration with a concentration in Marketing. Michael is currently an instructor in the Business Department at Central Oregon Community College. Prior to joining the COCC faculty, Michael spent over 20 years in marketing management and communications program design and implementation. Michael's career includes 10 years in the front office of the NBA's Sacramento Kings, and 10 years with local real estate developer Brooks Resources.

Exhibit: 5.c3
January 22, 2014
Approved: Yes ___ No ___
Motion:

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by Sally A. Sorenson-Director of Human Resources

A. Action Under Consideration

Approve the contract for **Alisa Schneider**.

B. Discussion/History

The Assistant Professor I of Nursing - Nurse Educator contract for Alisa Schneider is a replacement position.

C. Options/Analysis

Approve the contract for Alisa Schneider.

Decline approval of the contract for Alisa Schneider.

D. Timing

For the 2013-14 academic year.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College district approve the contract Alisa Schneider for the 2013-14 academic year.

F. Budget Impact

The salaries conform to the salary schedule approved by the Board and the Faculty Forum.

G. Miscellaneous

Alisa Schneider
Assistant Professor I of Nursing - Nurse Educator

Alisa Schneider has a Master's of Science in Nursing Administration and is currently finishing her PhD in Adult Education and Community College Leadership. She is currently a nursing clinical instructor at COCC and she has many years of experience as a nursing instructor and Director at Portland Community College.

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

RESOLUTION

Prepared by: David Dona – Associate Chief Financial Officer

A. Actions Under Consideration

- Notification of **mileage rate**.
- Approve **meal per-diem rates**.

B. Discussion/History

The College's general business procedures (B-2-6.1) require the Board be notified of the personal car mileage rate annually. The College uses the approved federal rate established by the Internal Revenue Service (IRS). The Federal mileage rate for 2014 decreased to \$0.560 per mile from the 2013 rate of \$0.565 per mile.

General business procedures (B-2-6.1) require the reimbursement for the cost of employee meals shall be at the rate established by the Board. The College uses the U.S. General Services Administration (GSA) standard rate for Oregon in-state per-diem rates, which remained unchanged from the prior year. The out-of-state per-diem rates (125% of in-state rates) remained unchanged from prior year. The proposed in-state and out-of-state per-diem rates are provided below:

	<u>In-State Rates*</u>	<u>Out-of-State Rates**</u>
Breakfast	\$ 7	\$ 9
Lunch	\$ 11	\$ 14
Dinner	\$ 23	\$ 29
Total	<u>\$ 41</u>	<u>\$ 52</u>

* In-state rates are equal to the GSA federal standard rates for Oregon.

** Out-of-state rates are 125% of GSA federal in-state rates (actual federal rates are determined by specific location).

C. Options/Analysis

1. Approve proposed per-diem rates.
2. Do not approve proposed per-diem rates.

D. Timing

Approval of this resolution would maintain current meal per-diem rates.

E. Recommendation

Be it hereby resolved that the Board of Directors of Central Oregon Community College does hereby authorize the proposed per-diem meal rates as shown in section B.

F. Budget Impact

Costs associated with mileage rate and meal per-diem rates will be managed within the current adopted budget.

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS
RESOLUTION**

Prepared by: Julie Mosier-Purchasing Coordinator

A. Action Under Consideration

Acceptance of proposed changes to the Central Oregon Community College's Rules of Procurement originally adopted by the Board in March, 2005. The changes are intended to keep the College in agreement with the Participating Oregon Community Colleges (POCC) annual revision of the Rules of Procurement as amended by the POCC and the Oregon Revised Statutes and Oregon Administrative Rules.

B. Discussion/History

Beginning in spring, 2004 a task force was brought together from Oregon community colleges. The focus of this group was to create a statewide document that would provide continuity in purchasing and contracting decisions throughout the state's community college system, with only minor variations due to institutional philosophies or needs. In March 2005 the Board, convened as the Local Contract Review Board, adopted the Community College Rules of Procurement (CCRP). This document incorporates rules regarding competitive procurement, personal/professional services, and special procurements. Special procurements are those goods or services that are exempt from competitive processes and which are authorized by the Board in its capacity as the College's Local Contract Review Board.

The CCRP is fashioned in three sections; 100, 200, 300. It was written with the intention that sections 100 and 200 would be consistent between participating community colleges and that section 300 could be modified by each individual college. To date, 13 of the 17 Oregon Community Colleges have adopted these rules.

Pursuant to ORS 279A.065, as changes to the Public Contracting Code occur (ORS Chapters 279A, 279B, and 279C), the Attorney General's model rules must be reviewed and subsequently modified if applicable. These minor revisions and housekeeping measures are reflected in the document attached. Additionally, the POCC continually reviews the rules with regard to best practices and makes revisions to reflect this review. Upon approval by the Board, these changes will be incorporated into the CCRP and become effective immediately.

C. Options/Analysis

- 1) Approve recommended changes to the Community College Rules of Procurement (CCRP).
- 2) Do not approve recommended changes to the Community College Rules of Procurement (CCRP).

D. Timing

Approval for the aforementioned changes is requested at this time.

E. Recommendation

Be it resolved that the Board of Directors do hereby approve the proposed changes to the Community College Rules of Procurement (CCRP).

F. Budget Impact - None.

**2013 SUMMARY OF PROPOSED
COMMUNITY COLLEGE RULES OF PROCUREMENT (CCRP) CHANGES**

Changes to Section 100 and 200 rules

Potential changes to section 100 and 200 rules are agreed upon by all POCC members and are reviewed collectively by the POCC member’s local contract review board so that all rules in these two sections remain consistent between members. Changes to the Section 100 and 200 rules may result from additions to the revised statutes, clarifications to existing statutes, or amplification to the language provided in the rule for greater clarity.

Section 100 change

- Definition # 44 has a small change to reflect the ORS it references.

Section 200 change

- CCR.250 has a small change correcting a reference.

Changes to Appendix B

Appendix B lists the Oregon Administrative Rules as expressly identified by rule number and incorporated with the CCRP.

- Where appropriate, references to pertinent Community College Rules (CCR) have been added.

Changes to Section 300 rules

The rules in section 300 are specific to COCC. Some are revisions of the 200 rules, and some are COCC additions to the rules.

CCR.301- Consultant Selection: Architectural, Engineering, Land Surveying and Related Services Contracts

- Increase of Intermediate Threshold. Currently the threshold to directly appoint Architectural, Engineering, Land Surveying and Related Services is \$50,000, and the Intermediate threshold is \$75,000. Increasing the Intermediate Threshold to \$125,000 provides an increased spread between the two thresholds and allows for more efficient use of resources on public improvement projects.

THRESHOLD	COCC CURRENT LIMITS	COCC PROPOSED LIMITS	STATE OF OREGON LIMITS
Direct Appointment	Not to exceed \$50,000	No change	\$100,000
Intermediate Procurement	Not to exceed \$75,000	Change to not to exceed \$125,000	\$250,000
Formal Procurement	Over \$75,000	Change to over \$125,000	\$250,000 and above

CCR.314- Public Contracts Under Certain Dollar Amounts

- Increase Of Small Procurement Threshold. As of January 1, 2014, the State of Oregon has increased the Small Procurements Threshold from \$5,000 to \$10,000. The threshold has been set at \$5,000 for many years, and increasing to \$10,000 will allow College departments a greater efficiency in use of their resources.

THRESHOLD	COCC CURRENT LIMITS	COCC PROPOSED LIMITS	STATE OF OREGON LIMITS
Direct Appointment	Not to exceed \$5,000	Change to not to exceed \$10,000	\$10,000
Intermediate Procurement	Not to exceed \$100,000	No change	\$150,000
Formal Procurement	Over \$100,000	No change	\$150,000 and above

**2013 SUMMARY OF PROPOSED
COMMUNITY COLLEGE RULES OF PROCUREMENT (CCRP) CHANGES**

Changes to Section 100 and 200 rules

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THRESHOLD	COCC CURRENT LIMITS	COCC PROPOSED LIMITS	STATE OF OREGON LIMITS
Direct Appointment	Not to exceed \$5,000	Change to not to exceed \$10,000	\$10,000
Intermediate Procurement	Not to exceed \$100,000	No change	\$150,000
Formal Procurement	Over \$100,000	No change	\$150,000 and above

COMMUNITY COLLEGE RULES OF PROCUREMENT

PROPOSED CHANGES TO THE COMMUNITY COLLEGE RULES OF PROCUREMENT
DATED JANUARY 19, 2005, FOR ADOPTION IN WINTER 2014, PENDING BOARD
APPROVAL.

ADOPTED IN ACCORDANCE WITH
ORS 279A.065(5)(a) and ORS 279A.070

BY

CENTRAL OREGON COMMUNITY COLLEGE

This document contains *proposed* changes to the Community College Rules of Procurement (CCRP), that were previously revised and formally adopted by the Board of Education for Central Oregon Community College on April 10, 2013.

Note that this document does not contain all of the Community College Rules of Procurement, but *only* those rules that contain proposed changes or are new rules. All pending changes are highlighted in grey.

The current Central Oregon Community College Rules of Procurement can be found at
<http://www.cocc.edu/CFO/Procurement/Procurement-Rules/>

The current Participating Oregon Community College (POCC), Rules of Procurement can be found
at <http://www.occa17.com/mc/page.do?sitePageId=98519>, under the subheading,
"CC Rules of Procurement."

These Community College Rules of Procurement shall remain in effect unless modified, in writing, and adopted by the College's Local Contract Review Board through Board Resolution.



TABLE OF CONTENTS

SECTION 100 GENERAL INFORMATION

CCR.102	Purpose and Statutory Authority
CCR.104	Definitions

SECTION 200 PUBLIC CONTRACT SPECIAL PROCUREMENTS AND RULES OF PROCEDURE

GENERAL CONTRACT PROVISIONS

CCR.202	Advertisement Contracts
CCR.204	Bid Security and Bond Requirements, Waiver of
CCR.205	Cooperative Procurement Participation (Oregon Cooperative Purchasing Program, Western States Contracting Alliance, Association of Educational Purchasing Agencies, Oregon Educational Technology Consortium, US Communities & Government Purchasing Alliance, Etcetera)
CCR.206	Donated Materials and/or Services
CCR.207	Emergency Contracts (Including Oil or Hazardous Material Removal)
CCR.208	Equipment Repair and Overhaul (Including Maintenance Agreements)
CCR.210	Federal Contracts, Purchases under
CCR.212	Intellectual Property (Periodicals/Library Books, Proprietary Software Licenses, Art, and Other Products of the Creative Process)
CCR.216	Life Cycle Costing/Best Value
CCR.218	Perishables (Chemicals, Food, Laboratory Supplies)
CCR.220	Personal Property, Used (Purchase of)
CCR.222	Price Regulated Items (Including Gas, Diesel Fuel, Heating Oil, Lubricants, Asphalts, Distilled Alcohol, Postage, and Certain Utilities)
CCR.226	Requirements Contracts and Price Agreements
CCR.228	Resale – Items for
CCR.230	Telecommunications Services

PERSONAL SERVICES CONTRACTING RULES

CCR.250	Personal Services – General
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PUBLIC IMPROVEMENT CONTRACTS EXCEPTIONS AND EXEMPTIONS

CCR.280	Alternative Contracting Methods
CCR.281	Donated Public Improvements
CCR.282	First-Tier Subcontractors; Disclosure and Substitution
CCR.283	Limited Negotiations with Bidder

SECTION 300 SUPPLEMENTARY PROVISIONS – CONTRACTING RULES

These Community College Rules of Procurement were drafted by participating statewide community college representatives with the intent that Sections 100 and 200 be adopted in their entirety and remain unchanged by their respective institutions unless modified by participating committee members at a later date and subsequently ratified by all their Local Contract Review Boards. Section 300 has been specifically set aside to address the unique philosophies, cultures, and/or concerns of the various community colleges, voting districts, and Local Contract Review Boards. In the event of conflict between rules or sections within these Community College Rules of Procurement, the rules in Section 300 (excluding Appendix B), shall take precedence over the rules in Sections 100 and/or 200 except as otherwise expressly provided in Sections 100 and 200; in all cases, Sections 100, 200, and 300 (excluding Appendix B), shall take precedence over Appendix B.

CCR.301	Consultant Selection: Architects, Engineers, Photogrammetrists, Transportation Planners, Land Surveyors and Providers of Related Services Contracts (See also OAR 137- 048-0210(2)(b) , Division 48 , contained in Appendix B.)
CCR.302	Contract Amendments & Reinstatements (See also OAR 137-047-0800 contained in Appendix B.)
CCR.304	Cumulative Awards of Small Contracts (i.e., Anti-Fragmenting Rule)

CCR.306	Educational & Institutional Cooperative Service, Incorporated
CCR.308	Energy Management Controls Systems
CCR.310	Exception (Including Sole Source) – Purchases of Goods or Services through
CCR.312	Personal Services Contracts (<i>Amends CCR.250.</i>)
CCR.314	Public Contracts Under Certain Dollar Amounts: Small Procurements and Intermediate Procurements (<i>See also ORS 279B.065 and 279B.070.</i>)
CCR.316	Rejection of an Offer (<i>Amendments to OAR 137-047-0640 and 137-049-0440 contained in Appendix B.</i>)
CCR.317	Source Selection
CCR.318	Space Rentals (hotels, conferences, temporary offices, etcetera)
CCR.320	Special Risk Insurance Policies

APPENDIX B: OREGON ATTORNEY GENERAL'S MODEL PUBLIC CONTRACT RULES (OREGON ADMINISTRATIVE RULES), AS EXPRESSLY IDENTIFIED BY RULE NUMBER, AND INCORPORATED HEREIN BY REFERENCE--DIVISIONS 46, 47, 48, AND 49, PREPARED AND MAINTAINED BY THE STATE OF OREGON, DEPARTMENT OF JUSTICE, GENERAL COUNSEL DIVISION, EFFECTIVE JANUARY 1, 2012 AS AMENDED FROM TIME TO TIME.

Sections 100, 200, and/or 300 (excluding Appendix B), in these Community College Rules of Procurement shall prevail in every instance where there is a conflict or similarity between the Oregon Attorney General's Model Public Contract Rules, (Appendix B), and these Community College Rules of Procurement, effective March 1, 2005, subsequently reviewed/modified pursuant to ORS 279A.065(5)(b). *Rules from the Oregon Attorney General's Model Public Contract Rules that have been identified in the Table of Contents herein but which are shown with a line drawn through them have been stricken and have not been adopted by the College.*

DIVISION 46 GENERAL PROVISIONS RELATED TO PUBLIC CONTRACTING

137-046-0100	Content and General Application; Federal Law Supremacy
137-046-0110	Definitions for the Model Rules
137-046-0120	Policy
137-046-0130	Application of the Code and Model Rules; Exceptions
137-046-0200	Notice to Advocate for Minorities, Women and Emerging Small Businesses
137-046-0210	Subcontracting to and Contracting with Emerging Small Businesses; DBE Disqualification
137-046-0300	Preferences for Oregon Goods and Services
137-046-0310	Reciprocal Preferences
137-046-0320	Preference for Recycled Materials
137-046-0400	Authority for Cooperative Procurements
137-046-0410	Responsibilities of Administering Contracting Agencies and Purchasing Contracting Agencies
137-046-0420	Joint Cooperative Procurements
137-046-0430	Permissive Cooperative Procurements
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137-046-0470	Protests and Disputes
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DIVISION 47 GENERAL PROVISIONS

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137-047-0250	Methods of Source Selection; Feasibility Determination; Cost Analysis (<i>see also CCR.314</i>)
137-047-0255	Competitive Sealed Bidding
137-047-0257	Multistep Sealed Bidding
137-047-0260	Competitive Sealed Proposals
137-047-0261	Multi-tiered and Multistep Proposals
137-047-0265	Small Procurements (<i>see also CCR.314</i>)
137-047-0270	Intermediate Procurements (<i>see also CCR.314; CCR.302</i>)
137-047-0275	Sole Source Procurements (<i>See ORS 279B.075.</i>) (<i>see also CCR.212; CCR.310</i>)
137-047-0280	Emergency Procurements
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137-047-0290	Cooperative Procurements
137-047-0300	Public Notice of Solicitation Documents
137-047-0310	Bids or Proposals are Offers

- 137-047-0320 Facsimile Bids and Proposals
- 137-047-0330 Electronic Procurement
- 137-047-0400 Offer Preparation
- 137-047-0410 Offer Submission
- 137-047-0420 Pre-Offer Conferences
- 137-047-0430 Addenda to Solicitation Document
- 137-047-0440 Pre-Closing Modification or Withdrawal of Offers
- 137-047-0450 Receipt, Opening, and Recording of Offers; Confidentiality of Offers
- 137-047-0460 Late Offers, Late Withdrawals and Late Modifications
- 137-047-0470 Mistakes
- 137-047-0480 Time for Agency Acceptance
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- 137-045-0500 Responsibility of Bidders and Proposers
- 137-047-0525 Qualified Products Lists
- 137-047-0550 Prequalification of Prospective Offerors; Pre-negotiation of Contract Terms and Conditions
- 137-047-0575 Debarment of Prospective Offerors
- 137-047-0600 Offer Evaluation and Award
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- 137-047-0620 Documentation of Award
- 137-047-0630 Availability of Award Decisions
- 137-047-0640 Rejection of an Offer *(See CCR.316.)*
- 137-047-0650 Rejection of All Offers *(See CCR.316.)*
- 137-047-0660 Cancellation of Procurement or Solicitation
- 137-047-0670 Disposition of Offers if Procurement or Solicitation Canceled
- 137-047-0700 Protests and Judicial Review of Special Procurements
- ~~137-047-0710 Protests and Judicial Review of Sole Source Procurements~~
- 137-047-0720 Protests and Judicial Review of Multiple-Tiered and Multistep Solicitations
- 137-047-0730 Protests and Judicial Review of Solicitations
- 137-047-0740 Protests and Judicial Review of Contract Award
- 137-047-0745 Protest and Judicial Review of Qualified Products List Decisions
- 137-047-0750 Judicial Review of Other Violations
- 137-047-0760 Review of Prequalification and Debarment Decisions
- 137-047-0800 Amendments to Contracts and Price Agreements *(see also CCR.302)*
- 137-047-0810 Termination of Price Agreements

DIVISION 48 CONSULTANT SELECTION: ARCHITECTURAL, ENGINEERING AND LAND SURVEYING SERVICES AND RELATED SERVICES CONTRACTS *(See also CCR.301.)*

- 137-048-0100 Application
- 137-048-0110 Definitions
- 137-048-0120 List of Interested Consultants; Performance Record
- 137-048-0130 Applicable Selection Procedures; Pricing Information, Disclosure of Proposals; Conflicts of Interest
- 137-048-0200 Direct Appointment Procedure
- 137-048-0210 Informal Selection Procedure *(see also CCR.301)*
- 137-048-0220 Formal Selection Procedure
- 137-048-0230 Ties Among Proposers
- 137-048-0240 Protest Procedures
- 137-048-0250 Solicitation Cancellation Delay or Suspension; Rejection of All Proposals or Responses; Consultant Responsibility For Costs
- 137-048-0260 Two-Tiered Selection Procedure for Local Contracting Agency Public Improvement Projects
- 137-048-0270 Price Agreements
- 137-048-0300 Prohibited Payment Methodology; Purchase Restrictions
- 137-048-0310 Expired or Terminated Contracts; Reinstatement
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DIVISION 49 GENERAL PROVISIONS RELATED TO PUBLIC CONTRACTS FOR CONSTRUCTION SERVICES

- 137-049-0100 Application
- 137-049-0110 Policies
- 137-049-0120 Definitions

137-049-0130 Competitive Bidding Requirement
137-049-0140 Contracts for Construction Other Than Public Improvements
137-049-0150 Emergency Contracts; Bidding and Bonding Exemptions
137-049-0160 Intermediate Procurements; Competitive Quotes and Amendments
137-049-0200 Solicitation Documents; Required Provisions; Assignment or Transfer
137-049-0210 Notice and Advertising Requirements; Posting
137-049-0220 Prequalification of Offerors
137-049-0230 Eligibility to Bid or Propose; Registration or License
137-049-0240 Pre-Offer Conferences
137-049-0250 Addenda to Solicitation Documents
137-049-0260 Request for Clarification or Change; Solicitation Protests
137-049-0270 Cancellation of Solicitation Document
137-049-0280 Offer Submissions
137-049-0290 Bid or Proposal Security ([see also CCR.204](#))
137-049-0300 Facsimile Bids and Proposals
137-049-0310 Electronic Procurement
137-049-0320 Pre-Closing Modification or Withdrawal of Offers
137-049-0330 Receipt, Opening and Recording of Offers; Confidentiality of Offers
137-049-0340 Late Bids, Late Withdrawals and Late Modifications
137-049-0350 Mistakes
137-049-0360 First-Tier Subcontractors; Disclosure and Substitution ([see also CCR.282](#))
137-049-0370 Disqualification of Persons
137-049-0380 Bid or Proposal Evaluation Criteria
137-049-0390 Offer Evaluation and Award; Determination of Responsibility
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137-049-0400 Documentation of Award; Availability of Award Decisions
137-049-0410 Time for Contracting Agency Acceptance; Extension
137-049-0420 Negotiation With Bidders Prohibited
137-049-0430 Negotiation When Bids Exceed Cost Estimate
137-049-0440 Rejection of Offers ([see-see also CCR.316.](#))
137-049-0450 Protest of Contractor Selection, Contract Award
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137-049-0470 Substitute Contractor
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137-049-0600 Purpose (Alternative Contracting Methods)
137-049-0610 Definitions for Alternative Contracting Methods
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137-049-0820 Retainage
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137-049-0860 Public Works Contracts
137-049-0870 Specifications; Brand Name Products
137-049-0880 Records Maintenance; Right to Audit Records
137-049-0890 Contracting Agency Payment for Unpaid Labor or Supplies
137-049-0900 Contract Suspension; Termination Procedures
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SECTION 100 - GENERAL INFORMATION

Definitions for these Community College Rules of Procurement

CCR.104

The following terms, when they appear capitalized in these Community College Rules of Procurement, shall have the meaning set forth below unless otherwise indicated:

- (44) **“Personal Services Contract”** or **“Contract for Personal Services”** means a Contract or member of a class of Contracts for Personal Services, other than a Contract for the services of an Architect, Engineer, Photogrammetrist, Transportation Planner, Land Surveyor or Provider of Related Services as defined in ORS 279C.100 that the College’s Local Contract Review Board has designated as a Personal Services Contract pursuant to ORS 279A.055, whose primary purpose is to acquire specialized skills, knowledge and resources in the application of technical or scientific expertise, or the exercise of professional, artistic or management discretion or judgment, including, without limitation, a Contract for the services of a(n): accountant; physician, dentist or lawyer; educator; information technology professional, travel, banking, investing, collections, or other consultant; broadcaster or artist (including a photographer, filmmaker, painter, weaver, or sculptor). “Personal Services” is also defined in ORS 279C.100, and that definition applies only to ORS 279C.100 to 279C.125 for Architectural, Engineering, Photogrammetric Mapping, Transportation Planning, Land Surveying Services or Related Services. Contracts for Architectural, Engineering, Photogrammetric Mapping, Transportation Planning, and-or Land Surveying Services, and Related Services are designated as a special class of Personal Services Contracts, defined in ORS 279C.100(5). (See also Personal Services Contracting Rules section within these Community College Rules of Procurement for an expanded definition.)

SECTION 200 - PUBLIC CONTRACT SPECIAL PROCUREMENTS

General Contract Special Procurements

Personal Services Contracts

CCR.250

I. Definition - General

- (1) A Contract for "Personal Services" is a Public Contract that calls for specialized skills, knowledge, and resources in the application of highly technical or scientific expertise, or the exercise of professional, artistic or management discretion or judgment. Qualifications and performance history, expertise, knowledge and creativity, and the ability to exercise sound professional judgment are typically the primary considerations when selecting a Personal Services Contractor, with price being secondary.
 - (a) Contracts for Architectural, Engineering, Photogrammetric Mapping, Transportation Planning, Land Surveying Services, or Related Services are designated as a special class of Personal Services Contracts, defined in ORS 279C.100 (5), and that definition applies only to ORS 279C.100 to 279C.125. Contracts for Architectural, Engineering, Photogrammetric Mapping, Transportation Planning, Land Surveying Services, or Related Services are not subject to the provisions of rule CCR.250 of the Community College Rules of Procurement, but are, instead, subject to the provisions of Division 48 of the *Oregon Attorney General's Model Public Contract Rules* as adopted by the College, and the Community College Rules of Procurement adopted by the College, excluding rule CCR.250.
- (2) The College may waive the requirement for a competitive selection process and directly negotiate a Personal Services Contract, if the Contract Price is not more than the Minimum Threshold as this threshold is defined in Section 300-Supplementary Provisions. Regardless of the dollar value of the contract, the College may, at its discretion, enter into a Personal Services Contract without complying with formal or informal solicitation requirements if an Emergency, as defined in CCR. 206-207 exists.
 - (a) Unless there are compelling reasons not to do so, competitive selection processes for Personal Services contractors should take place at intervals not greater than five years after initial completion and acceptance of services.
 - (b) The screening and selection procedures for the award of Personal Services Contracts are governed by ORS 279A.055 and are subject to the competitive procurement provisions of the Personal Services Contracting rules and procedures adopted herein. Every contract for Personal Services shall be based upon these screening and selection procedures developed by the College. Personal Services Contracts are considered "public contracts" as defined in ORS 279A.010.
- (3) The College may enter into Personal Services Contracts with an independent contractor when:
 - (a) The work to be performed requires specialized skills, knowledge and resources in the application of highly technical or scientific expertise, or the exercise of professional, artistic, or management discretion or judgment;
 - (b) The College will not control the means or manner of the contractor's performance, but must rely on the Contractor's specialized skills, knowledge and expertise to accomplish the work. Note: The College’s reservation of the right to determine and modify the delivery schedule, evaluate the quality of completed performance, and accept or reject the completed performance does not mean that the College will control the means and manner of performance; and
 - (c) Selecting a Contractor primarily on the basis of qualifications, rather than price, in accordance with the provisions of the Personal Services Contracting Rules and Procedures adopted herein would most likely meet the College’s needs and result in obtaining satisfactory contract performance and optimal value for the College.

(4) Pursuant to ORS 279A.055(2), the College has the authority to designate certain service contracts or classes of service contracts as Personal Services Contracts. Personal Services Contracts may include, but are not limited to, contracts for services performed in a professional capacity such as:

- (a) Contracts for the services of an accountant;
- (b) Contracts for the services of an attorney;
- (c) Contracts for the services of a physician or dentist,
- (d) Contracts for the services of an information technology consultant,
- (e) Contracts for the services of a broadcaster;
- (f) Contracts for services as an artist in the performing or fine arts including, but not limited to, any person identified as a photographer, filmmaker, painter, weaver, or sculptor;
- (g) Contracts for services that are specialized, creative and research-oriented;
- (h) Contracts for services as a consultant;
- (i) Contracts for educational services;
- (j) Contracts for investment services;
- (k) Contracts for travel services;
- (l) Contracts for banking services;
- (m) Contracts for auditing services;
- (n) Contracts for student loan and college receivables;
- (o) Contracts for real estate services (ORS 279A.025(2)(f));
- (p) Contracts for property management;
- (q) Contracts for employee benefit insurance (ORS 279A.025(2)(r));
- (r) Contracts for investments (ORS 279A.025(2)(q)(C));
- (s) Contracts for energy savings performance contracts (ORS 279C.335(1)(f));
- (t) Contracts for agents of record (examples where agents of record may be used are advertising, general insurance, sales of surplus property, workers compensation insurance, etcetera);
- (u) Contracts for speakers, lecturers, and performers; and
- (v) Contracts for human custodial care services;
- (w) Contracts for food service management; and
- (x) Contracts for telecourse providers.

(5) Personal Services Contracts do not include:

- (a) Contracts, even though in a professional capacity, if primarily for equipment, supplies or materials, e.g., a contract to supply all hardware and standard software is not a Personal Services Contract, but a contract with a technology consultant to design or develop a new computer system is a Personal Services Contract;
- (b) Contracts with a temporary service or personnel agency to supply labor, which is of a type that can generally be done by any skilled worker (e.g., janitorial, security guard, crop spraying, laundry, and landscape maintenance service contracts)
- (c) Contracts for services of a trade-related activity, even though a specific license is required to engage in the activity. Examples are repair and/or maintenance of all types of equipment or structures.

II. Screening and Selection Procedures and Assistance

These rules set forth procedures for the College to follow when entering into Personal Services Contracts.

- (1) The policy of the College is to select Contractors based on demonstrated qualifications and competence to perform the required services, encourage competition, discourage favoritism and obtain services at a fair and reasonable price. The purpose of this rule is to specify the College's policies and procedures for screening and selection of Contractors to perform Personal Services.
- (2) The College shall comply with the procedures set out in these rules for screening and selecting Contractors to perform Personal Services Contracts.
- (3) The College shall provide Evidence of Competition for all Public Contracts where competition exists or justify entering into contracts by direct negotiation if an exemption from the screening and selection process is utilized. While qualifications are the primary criteria, whenever the College determines that the services offered by two or more individuals or firms are equally able to meet the College's needs and are of equal value, the College shall award the contract to the individual or firm offering the service at the lowest price.
- (4) The College may procure Personal Services from Contractors who are under contract with another governmental entity pursuant to a Cooperative Agreement as permitted and subject to ORS 279A.200 to 279A.225, if such action is expressly permitted under the original contract and if the administering agency's solicitation and award process for the original contract is an open and impartial competitive process and uses source selection methods substantially equivalent to those

specified in ORS 279B.055, 279B.060 or uses a competitive bidding process substantially equivalent to the competitive bidding process in ORS chapter 279C.

III. Solicitation Requirements

A. General

- (1) All formal solicitations must satisfy the requirements of this rule. Request for Proposals and Request for Qualifications must be in writing and must be advertised in accordance with the following procedures:
 - (a) All advertisements for a formal solicitation shall be placed in at least one newspaper of general circulation and in as many additional issues and publications as may be necessary or desirable to achieve adequate competition. At the option of the College, the College may publish its public notices electronically instead of, or in addition to, a newspaper of general circulation. The advertisement(s) for a formal solicitation shall be first published and appear at least once, no fewer than fourteen (14) calendar days before close of the solicitation, unless the governing body of the College, its President, or another officer authorized by the College declares in writing that a shorter period is deemed necessary in the public interest for a particular procurement. Conversely, the College shall broaden and extend public notice if deemed necessary to serve the public's interest for a particular procurement; and
 - (b) All advertisement(s) shall describe, at a minimum, a brief summary of the proposed contract, the services sought, where copies of the solicitation may be obtained, and the deadline for submitting a proposal.
- (2) The Solicitation Document must provide that the College may, at any time during the solicitation process, reject any or all proposals or cancel the solicitation without liability if it is in the public interest to do so.
- (3) Unless compensation is expressly provided for in the Solicitation Document, the Request for Proposals or Request for Qualifications must provide that the College is not responsible for any costs of any Offeror incurred while submitting Offers and that all Offerors who respond to solicitations do so solely at their own expense
- (4) The Solicitation Document must:
 - (a) Notify proposers of potential Solicitation Document addenda. Failure to provide such notice in any solicitation may prevent addenda from being incorporated into any resulting contract, and include protest procedures for all formal solicitation and selection.

B. Formal Selection Procedures

The College shall use a formal selection procedure whenever the cost of the services is estimated or anticipated to be equal to or more than the Intermediate Threshold for Personal Services contracts as this threshold is defined in Section 300-- Supplementary Provisions. Under these formal procedures, Requests for Proposals (RFP) or Requests for Qualifications must be advertised in at least one newspaper of general circulation or through electronic means as indicated in Section 200, Rule 202, and in as many other issues or electronic procurement systems, and publications as may be necessary or desirable to achieve adequate competition.

- (1) Request for Qualifications. A Request for Qualifications may be used to determine whether competition exists to perform the needed services or to establish a list of qualified Contractors prior to issuing an RFP (Note: It is not mandatory that the College issue a Request for Qualifications; it may elect to forego using a Request For Qualifications before issuing an RFP.)
 - (a) At a minimum, the Request for Qualifications shall describe the particular specialty desired, the qualifications the Contractor(s) must have in order to be considered, and the evaluation factors and their relative importance. The Request for Qualifications may require information including, but not limited to: the Contractor's particular capability to perform the required services; the number of experienced staff available to perform the required services, including specific qualifications and experience of personnel; a list of similar services the Contractor has completed, with references concerning past performance; and any other information necessary to evaluate Contractor qualifications.
 - (b) A qualifications pre-submission meeting (voluntary or mandatory) may be held for all interested Contractors to discuss the proposed services. If the meeting is mandatory, the Request for Qualifications shall include the date, time and place of the meeting(s).
 - (c) Unless the Request for Qualifications establishes that competition does not exist or unless the solicitation process is canceled or all qualification statements rejected, all respondents (who met the published qualifications) shall receive a notice (or other materials as appropriate) of any required services and have an opportunity to submit an Offer in response to the College's subsequent RFP.
- (2) Request for Proposals. The RFP is used as a formal competitive solicitation that describes specific services to be performed within a defined period of time. The solicitation sets forth criteria and methods for screening, selecting and ranking the best proposal(s). The RFP may result in contracts with more than one provider.
 - (a) The RFP must either describe the situation and background for which Offers are being requested and state the outcome(s) desired, or propose a Statement of Work. The RFP must describe any conditions affecting the

delivery of the services and the time period in which the services are to be completed. The RFP must, at a minimum, address the following information:

- (i) Minimum standards and qualifications required to be met by the Offeror(s) to be eligible to provide the services;
 - (ii) The evaluation process and criteria to be used to select the Contractor(s), including the weight or points applicable to each criterion. Information must include the manner in which the Offeror's cost and pricing proposal will be evaluated;
 - (iii) A requirement to provide a list of similar services completed by the proposer(s) with references concerning past performance;
 - (iv) The closing date and time of the solicitation and the delivery location(s) for proposals;
 - (v) Reservation of the right to seek clarifications of each proposal, and the right to negotiate the Statement of Work within the scope of work described in the RFP;
 - (vi) Reservation of the right to reject any or all Proposals, if such rejection would be in the public interest;
 - (vii) Reservation of the right to cancel the solicitation, if such cancellation would be in the public interest;
 - (viii) Contractual provisions that will be contained in the resulting contract;
 - (ix) The possibility of interviews; and
 - (x) Any other information to be used to evaluate, rank and select the best proposer(s). This should include, but is not limited to: anticipated contract award date, and at the College's discretion, funding information and budget requirements.
- (b) A pre-proposal meeting (voluntary or mandatory) may be held for all prospective Contractors to discuss the proposed services, solicitation provisions and contract requirements. The RFP shall include the date, time and place of the meeting(s).
- (c) An evaluation committee shall evaluate Proposals. The College's Purchasing Department shall provide the evaluation committee with guidelines for completing evaluations consistent with the process described in the RFP. The evaluation committee may consist of College employees and, if desired, members of the community with experience in related services. Evaluators shall be selected on the basis of their ability to provide an objective, impartial evaluation of the proposals. If there is a conflict of interest, the evaluator shall declare this in writing and shall be excluded from participating in the evaluation.
- (d) The proposal evaluation committee shall review, score and rank all responsive proposals according to the evaluation criteria in the RFP, which may include, but are not limited to, the following:
- (i) Availability and capability to perform the work;
 - (ii) Experience of key staff on comparable projects, or in performing comparable services;
 - (iii) Demonstrated ability to successfully complete similar projects or perform similar services on time and within budget;
 - (iv) References from past clients, public and private;
 - (v) Performance history in meeting deadlines, submitting accurate estimates, producing quality work, and meeting financial obligations;
 - (vi) Status and quality of any required licensing or certification;
 - (vii) Knowledge and understanding of the required services as shown through the proposed approach to staffing and scheduling needs;
 - (viii) Fees or costs;
 - (ix) Results from oral interviews, if conducted;
 - (x) Availability of any specific required resources or equipment;
 - (xi) Geographic proximity to the project or the area where the services will be performed;
 - (xii) Identity of proposed subcontractors and their qualifications; and
 - (xiii) Any other criteria deemed relevant to the provision of services.
- (e) Final ranking will be based on the evaluation criteria consistent with the process described in the RFP. Price will be considered, but will not necessarily govern selection of the Contractor(s).
- (f) Contracts entered into under the formal selection procedure may be amended, provided the original contract allows for the particular amendment and the services to be provided under the amendment are included within, or directly related to, the scope of the project or the scope of the services described in the solicitation document.

C. Informal Selection Procedures

The College may use an informal selection process to obtain services if the estimated fee or Contract Price is less than the Minimum Threshold for Personal Services Contracts, and the College shall use an informal selection process to obtain services if the estimated fee or Contract Price is more than the Minimum Threshold but less than the Intermediate

Threshold for Personal Services Contracts as this threshold is defined in Section 300-Supplementary Provision, unless otherwise exempted.

- (1) The informal selection process shall solicit Offers from at least three qualified contractors offering the required services. Prospective contractors may be drawn from the ORPIN System and/or from the certified list of the Advocate for Minority, Women and Emerging Small Business or its list of Contractors. The College may place the solicitation on the ORPIN System and/or use the system-generated potential Offer list to meet the three (3) responses/proposals requirement for informal solicitations.
- (2) The informal selection process shall be competitive. The selection and ranking may be based on criteria including, but not limited to, each Offeror's:
 - (a) Particular capability to perform the services required;
 - (b) Experienced staff available to perform the services required, including each Offeror's recent, current, and projected workloads;
 - (c) Performance history;
 - (d) Approach and philosophy used in providing services;
 - (e) Fees or costs;
 - (f) Geographic proximity to the project or the area where the services are to be performed; and
 - (g) Work volume previously awarded by the College, with the object of effecting an equitable distribution of contracts among qualified Contractors, provided such distribution does not violate the policy of selecting the most highly-qualified Contractor to perform the services at a fair and reasonable price.
- (3) All proposals received shall be reviewed and documented and the most qualified Contractor(s) selected.
- (4) If the scope of the services is revised to the extent that the estimated cost of the services is considered to be equal to or more than the Minimum Threshold as this threshold is defined in Section 300-Supplementary Provisions, and the services are still required, the College shall either (a) terminate the contract and issue a new solicitation using the formal selection procedures or procedures allowed by subsequent rules set forth in this Section, unless waived under the provisions of Section CCR.250(I)(2), or (b) seek approval by the College's Local Contract Review Board for contract amendment.

D. Selection by Negotiation

- (1) The College may procure Personal Services with Contractors directly through negotiation if the Contract Price is less than the Minimum Threshold as this threshold is defined in Section 300-Supplementary Provisions.
- (2) If the scope of the services is revised to the extent that the estimated cost of the services is equal to or more than the Minimum Threshold as this threshold is defined in Section 300-Supplementary Provisions, the College shall solicit for a new Contractor(s) using applicable selection procedures under these rules.

Conclusion of Compliance with Law

The requirements of this rule ensure that competition will be carefully addressed and protected, if the College finds it is in the public's best interest to competitively procure Personal Services. This rule satisfies the requirements of Oregon Revised Statute ORS 279A.055 wherein the College may enter into Personal Services contracts, subsequent to the Local Contract Review Board's designation of certain service contracts or classes of service contracts as personal services contracts. Consequently, findings otherwise required by law are unnecessary here.

SECTION 300 SUPPLEMENTARY PROVISIONS – CONTRACTING RULES

Consultant Selection: Architects, Engineers, Photogrammetrists, Transportation planners, Land Surveyors and Providers of Related Services Contracts CCR.301

This rule amends (i.e., additions are indicated by *italics* and deletions are indicated by a line drawn through the word(s) that has been stricken.), Appendix B of these Community College Rules of Procurement (i.e., State of Oregon's DOJ Model Public Contract Rules 2012, Division 48), as follows:

OAR 137-048-0200(1)(b) shall be replaced with: "Small Estimated Fee. The Estimated Fee to be paid under the Contract does not exceed \$50,000, or"

OAR 137-048-0200(1)(c) shall be replaced with: "Continuation of Project With Intermediate Estimated Fee. For Contracting Agencies where a Project is being continued, as more particularly described below, and where the Estimated Fee will not exceed \$100,000, the Architectural, Engineering, Photogrammetric Mapping, Transportation Planning or Land Surveying Services or Related Services to be performed under the Contract must meet the following requirements;

(A) The services consist of or are related to Architectural, Engineering, Photogrammetric Mapping, Transportation Planning or Land Surveying Services or Related Services that have been substantially described, planned or otherwise previously studied in an earlier

Contract with the same Consultant and are rendered for the same Project as the Architectural, Engineering, Photogrammetric Mapping, Transportation Planning or Land Surveying Services or Related Services rendered under the earlier Contract:

(B) The Estimated Fee to be made under the Contract does not exceed \$100,000 and

(C) The Contracting Agency used either the formal selection procedure under OAR 137-048-0220 (Formal Selection Procedure) or the formal selection procedure applicable to selection of the Consultant at the time of original selection to select the Consultant for the earlier Contract; or"

OAR 137-048-0200(1)(d) shall be replaced with: "Continuation or Project With Extensive Estimated Fee. For Contracting Agencies where a Project is being continued, as more particularly described below, and where the Estimated Fee is expected to exceed \$100,000, the Architectural, Engineering, Photogrammetric mapping, Transportation Planning or Land Surveying Services or Related Services to be performed under the Contract must meet the following requirements:"

OAR 137-048-0210(1) shall be replaced with: "*The College* may use the informal selection procedure described in this rule to obtain a contract if the Estimated Fee is expected not to *meet or exceed* ~~\$75,000~~ **\$125,000**."

OAR 137-048-0210(2)(b) shall be replaced with; "Provide a Request for Proposals to a minimum of *three (3)* prospective Consultants drawn from:

(A) Contracting Agency's list of Consultants that is created and maintained under OAR 137-048-0120 (List of Interested Consultants: Performance Record);

(B) Another Contracting Agency's list of Consultants that is created and maintained under OAR 137-048-0120 (List of Interested Consultants; Performance Record); or

(C) All Consultants that the Contracting Agency reasonably can locate that offer the desired Architectural, Engineering, Photogrammetric Mapping, Transportation Planning or Land Surveying Services or Related services, or any combination of the foregoing,"

OAR 137-048-0210(5) shall be replaced with: "*The College* shall terminate the informal selection procedure and proceed with the formal selection procedure under OAR 137-048-0220 if the scope of the anticipated Contract is revised during negotiations so that the Estimated Fee will exceed ~~\$75,000~~ **\$125,000**."

Conclusion of Compliance with Law

As this amendment to the Attorney General's Public Contract Rules, 2012, is not a Special Procurement or exemption from the competitive procurement requirements of law, the College has determined that findings of fact are not required. The requirements of this rule ensure that competition will be carefully addressed and protected, if the College finds it is in the public's best interest to competitively procure Architectural, Engineering, Photogrammetric Mapping, Transportation Planning, or Land Surveying Services or Related Services Contracts. This rule satisfies the requirements of Oregon Revised Statute ORS 279A.055 wherein the College may enter into Personal Services contracts, subsequent to the Local Contract Review Board's designation of certain service contracts or classes of service contracts as personal services contracts, and ORS 279C.105 wherein a Local Contract Review Board shall adopt procedures for the screening and selection of persons to perform those services under ORS 279C.110 or 279C.120. Consequently, findings otherwise required by law are unnecessary here.

Public Contracts Under Certain Dollar Amounts

CCR.314

(1) the college shall submit recommendations for contract award to the Local Contract Review Board for contracts greater than \$100,000, subsequent to College policies and procedures contained herein and defined in Appendix A.

(2) The College may, at its discretion, enter into public contracts not to exceed \$100,000 for the purchase of goods, materials, supplies, and services, including contracts for architectural, engineering, photogrammetric mapping, transportation planning, or land surveying services or related services, and public improvements or general trade services, without issuing a formal competitive Solicitation Document, if the College has determined that the awarding of the contract without issuing a formal competitive Solicitation Document will result in cost savings and the following conditions are met:

- a) The contract is for a single project, and is not a component of or related to any other project;
- b) When the amount of the contract does not exceed ~~\$5,000~~ **\$10,000**, defined herein as a "Small Procurement," the College shall, where feasible, obtain competitive quotes, unless the contract is for architectural, engineering, photogrammetric mapping, transportation planning, or land surveying services, or related services procedures in which case a Direct Appointment (see Appendix B, 137-048-0200), may be made for contracts with Estimated Fees less than \$30,000;
- c) When the amount of the contract is more than ~~\$5,000~~ **\$10,000**, but less than \$100,000, defined herein as an "Intermediate Procurement," and is not for architectural, engineering, photogrammetric mapping, transportation planning, or land surveying services, or related services, the College shall obtain a minimum of three informally solicited competitive quotes. At least one of the three quotes should be obtained from a disadvantaged, minority, women or emerging small business enterprise certified under ORS 200.055 or a business enterprise that is owned or controlled by or that employs a disabled veteran, as defined in ORS 408.225. The College shall keep a written record of the source and amount of the quotes received. If three quotes are not available, a lesser number will suffice provided that a written record is made of the effort to obtain the quotes;

- d) The College will abide by ORS 279A.025(4), regarding Qualified Nonprofit Agencies, unless the required goods, materials, supplies or services are unavailable from a Qualified Nonprofit Agency as provided in ORS 279.835 to 279.855;
 - e) The College shall encourage Disadvantaged, Minority, Women-owned and Emerging Small Businesses to participate in its purchasing processes, where applicable. By notifying the Advocate for Minority, Women and Emerging Small Business as required by ORS 200.035; and
 - f) The goods or services, or class of goods or services, are available from only one source and the determination of a sole source is based upon written findings in accordance with the provisions set forth in ORS 279B.075.
- (3) The College may, at its discretion, enter into Public Contracts not to exceed \$100,000, where competitive procurement processes have been waived pursuant to ORS 279B.075 and/or 279B.085, and the provisions of CCR.310, "Exception (Including Sole Source) – Purchases of Goods or Services through."
- (4) The College may, at its discretion, enter into public contracts for trade-related projects, i.e., construction, maintenance, repair, or similar labor and materials contracts without competitive bidding if the College has determined that the awarding of the contract without competitive bidding will result in cost savings and the following conditions are met:
- a) The contract is for a single project, and is not a component of or related to any other project;
 - b) When the amount of the contract does not exceed ~~\$5,000~~ \$10,000, the College should, where feasible, obtain competitive quotes (ORS 279B.065);
 - c) When the amount of the contract is more than ~~\$5,000~~ \$10,000, but less than \$100,000 the College shall obtain a minimum of three competitive quotes. The College shall keep a written record of the source and amount of the quotes received. If three quotes are not available, a lesser number will suffice provided that a written record is made of the effort to obtain the quotes;
 - d) When the contract is a public improvement contract of less than \$100,000, and the bidders are being drawn exclusively from a list of certified Emerging Small Businesses maintained by the Office of Disadvantaged, Minority, Women and Emerging Small Business, the College may let the contract without formal competitive bidding after a good faith effort to obtain a minimum of three competitive quotes from Emerging Small Businesses. To obtain maximum exposure for all firms and guard against favoritism, care shall be taken to obtain quotes from different firms each time the list is used. The College shall keep a written record of the source and amount of the quotes received and comply with the requirements, as applicable, of subsection (2)(e) of this rule. A lesser number will suffice provided a written record is maintained of the effort to obtain the quotes; and
 - e) When the contract is for a "public improvement" as defined in ORS 279A.010(1)(aa) and/or for "public works" as defined in ORS 279C.800(5), and the contract price exceeds \$50,000 but is less than \$100,000, the College and the contractor shall comply with:
 - i) The prevailing wage provisions of ORS 279C.800 to 279C.870, when applicable;
 - ii) The contractor registration requirements of ORS 701; and
 - iii) Any other law applicable to such a contract.
- (5) If more than one supplier may be available and the total purchase is estimated to exceed \$100,000, the College shall select a contractor through a formal competitive solicitation process;
- (6) Pursuant to ORS 279C.105, when the contract is for architectural, engineering, photogrammetric mapping, transportation planning, or land surveying services, or related services, and the Estimated Fee is \$100,000 or greater, the College shall screen and select a contractor through a formal competitive solicitation process as these procedures are defined in Appendix B, 137-048-0220, of these Community College Rules of Procurement.
- (7) Renegotiated Contracts for Supplies and Services
- The College may renegotiate the terms and conditions, including the Contract Price, of a Contract without additional competition and amend a Contract if it is in the best interest of the College subject to the following conditions:
- a) The College must determine that, with all things considered, the renegotiated Contract is at least as favorable to the College as the original Contract; and
 - b) The renegotiated Contract will not have a total term greater than allowed in the original Solicitation Document, Contract or approval of a Special Procurement after combining the initial and extended terms. For example, a one-year Contract, renewable each year for up to four additional years, may be renegotiated as a two to five-year Contract, but not beyond a total of five years. Also, if Contracts with a single Contractor are restated as a single contract, the term of the single Contract may not have a total term greater than any one of the prior Contracts.
 - c) If a Contractor offers a lower price in exchange for a change in term or condition that was expressly rejected in the original solicitation, the amended Contract may be structured with this changed term as an optional, but not as a mandatory Contract term.
 - d) If the Contract is the result of a Cooperative Procurement, the amended Contract must be within the Scope of the Original Contract and may not materially change the terms, conditions, and prices of the Original Contract.
- (8) If the procurement is grant-funded, "Minimum Threshold" means the amount as identified by the grant-funding agency, if the grant-funding agency's threshold requirements are more restrictive than the College's. The College will follow the provisions of the

Public Contracting rules of the grant-funding agency and/or those of the College, or a combination thereof, as identified by the grantor.

Comment:

Public contract shall mean the "*completed project cost basis*" of a public contract (i.e., the total cost of performing one discrete, identifiable totality of work, including all components, shipping, warranty costs, service agreements obtained in conjunction with the purchase contract, reimbursables, and any other associated costs).

Conclusion of Compliance with Law

This rule is more restrictive than the requirements of the Public Contracting Code. As such, it is not an exemption or Special Procurement to the competitive bidding requirements of law. Consequently, findings otherwise required by law are unnecessary here.

Central Oregon Community College
Monthly Budget Status
Highlights of November 2013 Financial Statements

Cash and Investments

The Colleges' operating cash balances currently total \$38.7 million. The November average yield for the Local Government Investment Pool remains unchanged at .54 percent.

The bond proceeds held in cash total \$2.6 million as of the end of November.

General Fund Revenues

The College received \$10.9 million in property tax revenues in November, which represent 82 percent of anticipated collections. Winter term registration started on November 18, resulting in an increase in tuition and fee revenue of \$4.7 million over the prior month. All inter-fund transfers-in have been posted for the year including \$300,000 from the PERS reserve account.

General Fund Expenses

The expenses include the scheduled annual inter-fund transfers-out for the fiscal year.

Budget Compliance

All appropriation categories are within budget.

Central Oregon Community College

Cash and Investments Report

As of November 30, 2013

College Portfolio	<u>Operating Funds</u>	<u>Bond Funds</u>	<u>Trust/Other Funds</u>
Cash in State Investment Pool			
Pool account 4089	\$37,378,731		
Pool account 5482			\$492,341
Pool account 3624			\$373,424
Pool account 3816		\$2,452,419	
Pool account 3844		\$189,083	
November Average Yield .54%			
Cash in USNB	\$1,364,961		
Cash in USNB - Bond Funds			
Cash on Hand	\$4,300		
Total Cash	<u>\$38,747,992</u>	<u>\$2,641,501</u>	<u>\$865,765</u>

Central Oregon Community College
Monthly Budget Status
November 2013

Exhibit 7a
22-Jan-14

<u>General Fund</u>	<u>Adopted Budget</u>	<u>Year to Date Activity</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Percent of Budget Current Year</u>	<u>Percent of Budget Prior Year</u>
Revenues					
District Property Taxes:					
Current Taxes	\$ 11,895,000	\$ 10,814,364	\$ (1,080,636)	90.9%	90.2%
Prior Taxes	790,000	361,649	(428,351)	45.8%	63.9%
Tuition and fees	19,723,000	11,550,126	(8,172,874)	58.6%	58.0%
State Aid	6,291,000	3,571,057	(2,719,943)	56.8%	50.4%
Interest & Misc. Income	75,000	93,953	18,953	125.3%	226.9%
Transfer-In	1,745,000	1,745,000	-	100.0%	100.0%
Total Revenues	\$ 40,519,000	\$ 28,136,150	\$ (12,382,850)		
Expenses by Function					
Instruction	\$ 18,752,536	\$ 5,693,357	\$ 13,059,179	30.4%	31.1%
Academic Support	2,949,282	975,915	1,973,367	33.1%	35.5%
Student Services	4,602,112	1,646,330	2,955,782	35.8%	36.8%
College Support	4,833,106	1,937,515	2,895,591	40.1%	39.4%
Plant Operations and Maintenance	4,302,983	1,447,434	2,855,549	33.6%	33.3%
Information Technology	3,548,862	1,464,921	2,083,941	41.3%	43.5%
Financial Aid	52,897	19,328	33,569	36.5%	114.3%
Contingency	800,000	-	800,000	0.0%	0.0%
Transfers Out	2,674,060	2,667,277	6,784	99.8%	100.0%
Total Expenses	\$ 42,515,838	\$ 15,852,077	\$ 26,663,761		
Revenues Over/(Under) Expenses	\$ (1,996,838)	\$ 12,284,073	\$ 14,280,911		

Central Oregon Community College
Monthly Budget Status
November 2013

Exhibit 7a
22-Jan-14

	<u>Adopted Budget</u>	<u>Year to Date Activity</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Percent of Budget Current Year</u>	<u>Percent of Budget Prior Year</u>
<u>Other funds:</u>					
Debt Service Fund					
Revenues	\$ 4,372,766	\$ 3,399,368	\$ (973,398)	77.7%	79.4%
Expenses	4,488,590	1,007,041	3,481,549	22.4%	22.7%
Revenues Over/(Under) Expenses	\$ (115,824)	\$ 2,392,327	\$ 2,508,151		
Grants and Contracts Fund					
Revenues	\$ 1,917,602	\$ 309,306	\$ (1,608,296)	16.1%	16.7%
Expenses	2,029,866	497,025	1,532,841	24.5%	24.5%
Revenues Over/(Under) Expenses	\$ (112,264)	\$ (187,719)	\$ (75,455)		
Capital Projects Fund					
Revenues	\$ 30,498,168	\$ 1,906,905	\$ (28,591,263)	6.3%	27.0%
Expenses	27,998,138	5,544,901	22,453,237	19.8%	11.9%
Revenues Over/(Under) Expenses	\$ 2,500,030	\$ (3,637,996)	\$ (6,138,026)		
Enterprise Fund					
Revenues	\$ 7,201,733	\$ 1,754,188	\$ (5,447,545)	24.4%	25.0%
Expenses	7,744,533	2,205,117	5,539,416	28.5%	32.8%
Revenues Over/(Under) Expenses	\$ (542,800)	\$ (450,929)	\$ 91,871		
Auxiliary Fund					
Revenues	\$ 9,997,435	\$ 5,463,738	\$ (4,533,697)	54.7%	62.2%
Expenses	10,397,527	4,915,890	5,481,637	47.3%	53.3%
Revenues Over/(Under) Expenses	\$ (400,092)	\$ 547,849	\$ 947,941		
Reserve Fund					
Revenues	\$ 11,740	\$ -	\$ (11,740)	0.0%	0.0%
Expenses	480,000	341,569	138,431	71.2%	73.8%
Revenues Over/(Under) Expenses	\$ (468,260)	\$ (341,569)	\$ 126,691		
Financial Aid Fund					
Revenues	\$ 22,672,398	\$ 6,909,707	\$ (15,762,691)	30.5%	34.7%
Expenses	22,697,785	7,085,639	15,612,146	31.2%	34.8%
Revenues Over/(Under) Expenses	\$ (25,387)	\$ (175,932)	\$ (150,545)		
Internal Service Fund					
Revenues	\$ 389,095	\$ 129,245	\$ (259,850)	33.2%	31.2%
Expenses	410,070	131,116	278,954	32.0%	50.5%
Revenues Over/(Under) Expenses	\$ (20,975)	\$ (1,871)	\$ 19,104		
Trust and Agency Fund					
Revenues	\$ 1,900	\$ 794	\$ (1,106)	41.8%	47.6%
Expenses	3,000	834	2,166	27.8%	30.6%
Revenues Over/(Under) Expenses	\$ (1,100)	\$ (40)	\$ 1,060		

Information Technology Update – December 2013

Current Projects

The **Redmond Technology Center** will be a 34,000 square foot, two-story building on our Redmond Campus and will include 9 classrooms, 3 computer labs, 4 skills labs and several conference rooms with completion planned for Summer of 2014. Delta Systems Integration, Inc. was awarded the **A/V Systems Installation** contract for the **Redmond Technology Center**. The **Ochoco** remodel will provide office space for faculty from both the Humanities and World Languages & Culture Departments. The remodel of **Mazama 205 & 207** will give us a new 30-seat multi-media classroom and a new 28-seat computer classroom. The **Residence Hall** project will provide approximately 330 beds for student housing.

Schedule Status

The **Redmond Technology Center**, **Residence Hall**, **Ochoco** remodel, and the **Redmond Technology Center AV Systems Installation** are all on schedule at this time.

Activity in December

Low-voltage infrastructure and backing have been installed on the first and second floors of the South wing and approximately 70% of the core of the **Redmond Technology Center**. We are working with Delta Systems Integration on submittals and line drawings for the **A/V Systems Installation** for the **Redmond Technology Center**. A/V work for the **Mazama** remodel was completed in time for Winter Semester classes. Low-voltage infrastructure (underground conduit, cable pathways, WiFi access points, etc.,) standards for the **Residence Hall** design were discussed and reviewed with the Architect and their consultants. In addition, we are working on an RFP for the provision of **ResNet Services** (Cable TV and Internet) for **Residence Hall** occupants. Design discussions for the **Ochoco** remodel continued.

Information Technology Update – December 2013

Photos – Redmond Technology Center



LCD Backing & Backboxes – *Conference Room 222, 2nd floor*



Projection Screen Backing – *Computer Lab 137, 1st floor*

Information Technology Update – December 2013

Photo – Mazama Remodel



Dual Projectors in Computer Classroom – Mazama 205

Upcoming Activities – January

Installation of conduit, backboxes and other low-voltage infrastructure will follow framing from the core into the north wing of the **Redmond Technology Center**. The **Ochoco remodel** design and low-voltage scope will continue to take shape. Product submittals and line drawings for the **Redmond Technology Center A/V Systems Installation** will continue to be reviewed and fine-tuned. Will continue to work with the Architect and their low-voltage consult to ensure we have the proper low-voltage infrastructure to support the needs of the **Residence Hall**. In addition, we should have a draft RFP for the provision of **ResNet Services** (Cable TV and Internet) for **Residence Hall** occupants in late January or early February.

Information Technology Update – December 2013

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, Redmond Technology Center

Kirby Nagelhout Construction Company
20635 NE Brinson Blvd
Bend, OR 97701
541-389-7119

General Contractor, AV Systems Installation

Delta Systems Integration, Inc.
2450 NW Eleven Mile Avenue
Gresham, OR 97030
503-907-0137

General Contractor, Residence Hall

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

Grandview Renovation Project December 2013 Status Report

Scope

Renovate Grandview to consolidate the Math Department to one location. Provide SMART math lab space using mobile laptop carts allowing conversion of South Sisters to a SMART math lab.

Budget Status

Total project budget is not to exceed \$1,313,577. See budget summary for current expenditures status.

Change Order Activity

None.

Schedule Status

Completed and occupied.

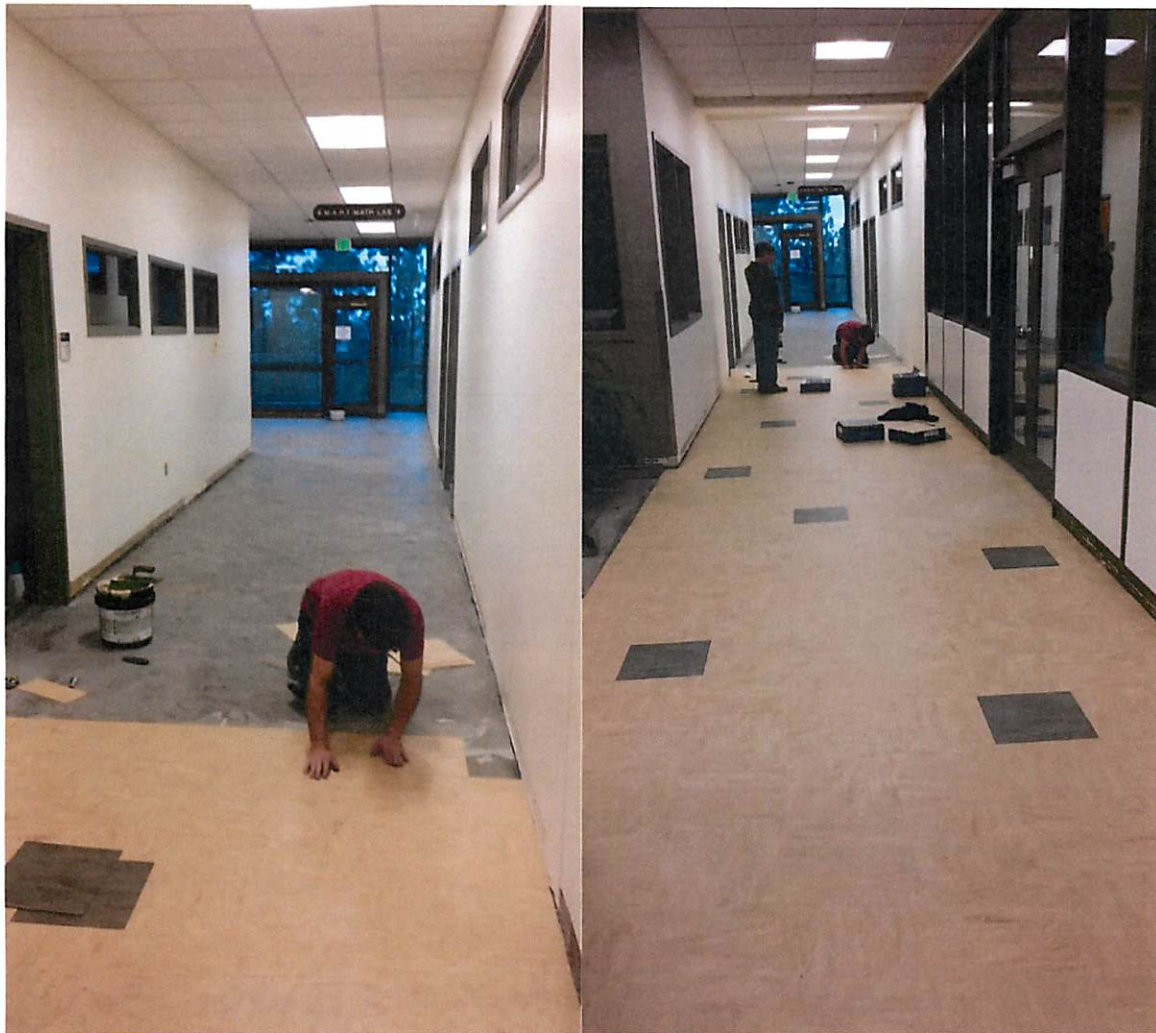
Activity in December

Completed the tile floor removal/replacement. Work began December 16th.
Receive O&M's and as-builts.

Activity planned for January

None.

Grandview Renovation Project December 2013 Status Report

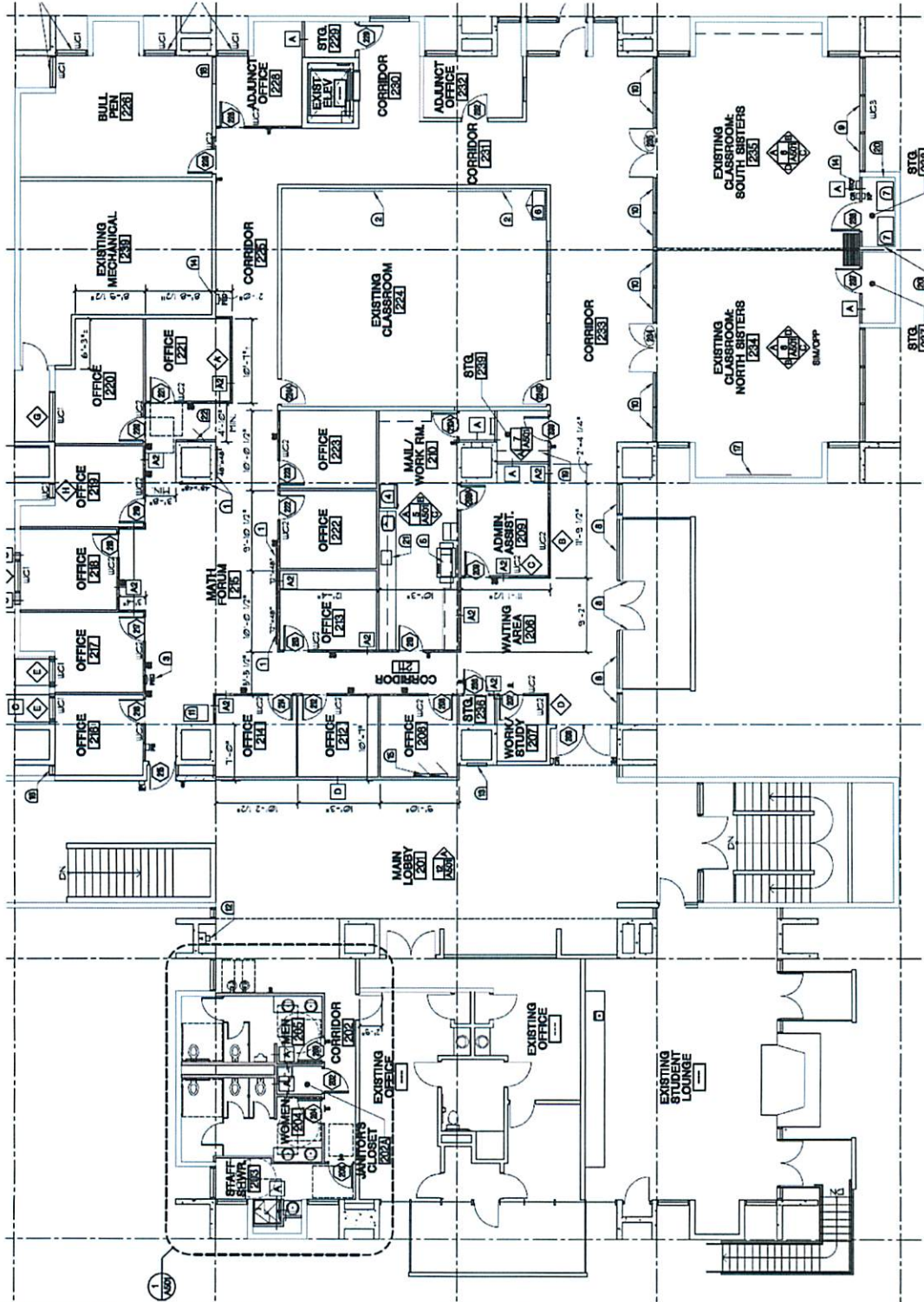


Grandview Renovation Project December 2013 Status Report



Grandview Renovation Project December 2013 Status Report

FLOOR PLAN



Grandview Renovation Project December 2013 Status Report

COCC Administration

Matt McCoy	Vice President for Administration	mmccoy@cocc.edu
Jennifer Newby	Instructional Dean - Math	jnewby@cocc.edu
Michael Fisher	Instructional Dean – Business	mfisher@cocc.edu
Doug Nelson/ Charlie Naffziger	Math Department Chair	dnelson@cocc.edu
Jim Ellis	Math Department Chair	cnaffziger@cocc.edu
Rick Hayes	Business Department Chair	jellis@cocc.edu
Darren McCrea	Construction Project Manager	rhayes@cocc.edu
Julie Mosier	Construction IT Manager	dmccrea@cocc.edu
	Purchasing Coordinator	jmosier@cocc.edu

Design Consultant

Steele Associates Architects
760 NW York Drive, Suite 200
Bend, OR 97701
Jeff Wellman, Project Architect
Steve Olson, Project Architect
541-382-9867
jwellman@steele-arch.com
solson@steel-arch.com

General Contractor

Sunwest Builders, Inc.
2642 SW 4th St.
Redmond, OR 97756
Adam Bowles, Project Manager
Jeff Bilyeu, Project Superintendent
541-548-7341
AdamB@sunwestbuilders.com
jbilyeu@sunwestbuilders.com

Ochoco Remodel – December 2013 Update

Scope

The remodeled Ochoco building will house both the Humanities and World Languages and Cultures departments. The primary focus will be on providing new office spaces to gather the departments into one area of the building. Both departments are currently widely dispersed across campus. Secondary goals for the project include improvements to the current classrooms and possible lab space for the departments. Secondary goals are dependent on how far the budget will stretch.

Budget Status

The current total project budget is \$1,778,000. Projected construction costs are \$1,066,000. Based on the various options presented during the SD phase this budget will need to be adjusted to align with the scope decisions that come out of the SD estimate review.

Change Order Activity

N/A.

Schedule Status

The schedule will depend heavily on what the overall scope ends up being. Primary goals stated so far are:

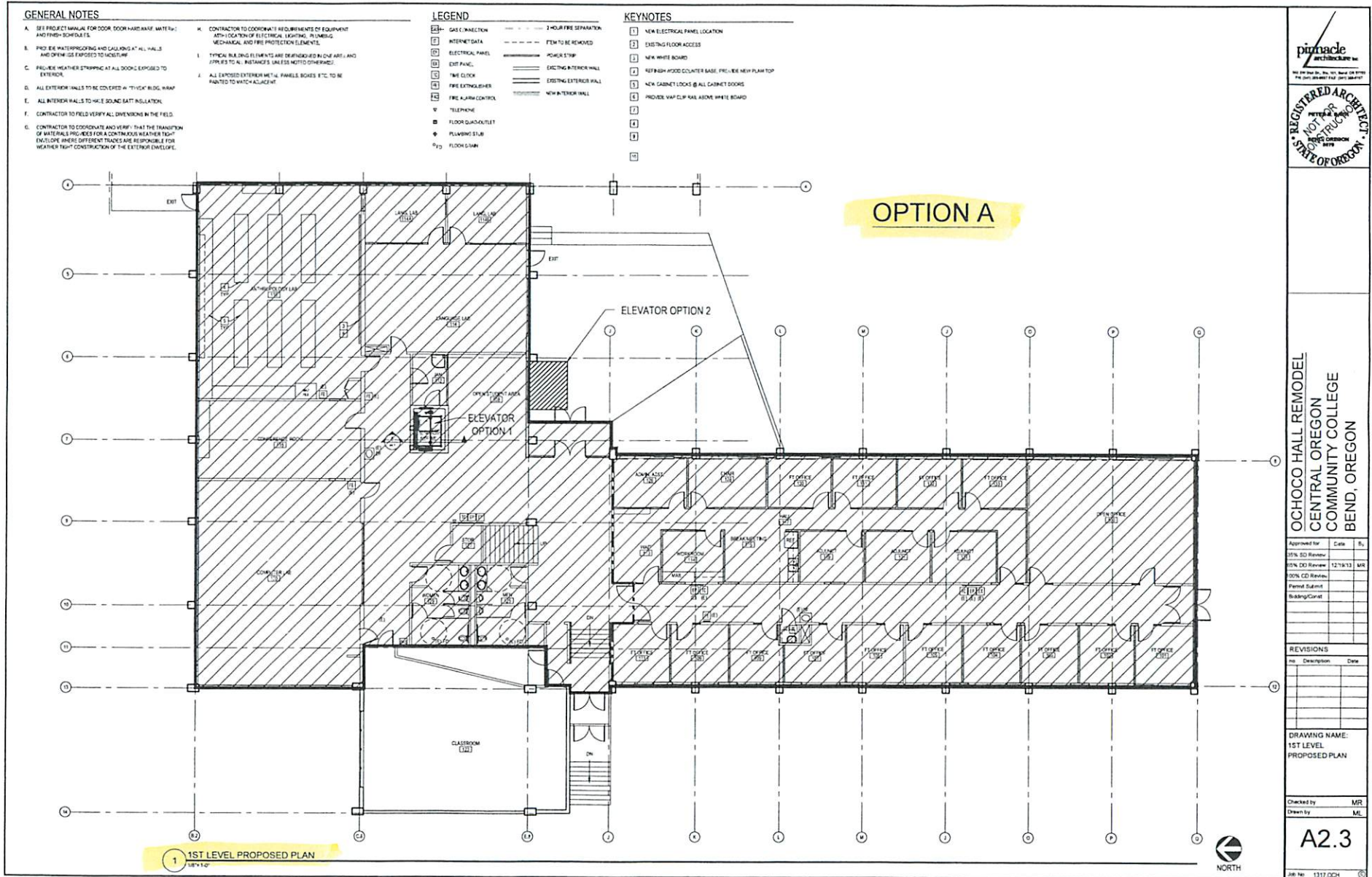
- 1) Any work in classrooms must be complete by Fall 2014.
- 2) Other improvements including office opening shall be complete no later than December 1, 2014. The project team will make a Fall 2014 opening a goal provided the scope and phasing allows for it.

Recent Activity

Schematic design has completed and the SD documents estimated. Several options for this overall remodel are included on the attached cost projection.

Activity Next Month

SD approval, scope refinement based on budget decisions. Phase 2 architectural services proposal. Proceed with Design Development.



GENERAL NOTES

- A. SEE PROJECT MANUAL FOR DOOR, DOOR HARDWARE, MATING AND FINISH SCHEDULES.
- B. PROVIDE WATERPROOFING AND FLASHING AT ALL WALLS AND OPENINGS EXPOSED TO WEATHER.
- C. PROVIDE WEATHER STRIPPING AT ALL DOORS EXPOSED TO EXTERIOR.
- D. ALL EXTERIOR WALLS TO BE COLORED IN "TYPICAL" BLDG. WRAP.
- E. ALL INTERIOR WALLS TO HAVE SOUND BATT INSULATION.
- F. CONTRACTOR TO FIELD VERIFY ALL DIMENSIONS IN THE FIELD.
- G. CONTRACTOR TO COORDINATE AND VERIFY THAT THE TRANSITION OF MATERIALS PROCEEDS FOR A CONTINUOUS WEATHER TIGHT ENVELOPE AND DIFFERENT TRADES ARE RESPONSIBLE FOR WEATHER TIGHT CONSTRUCTION OF THE EXTERIOR ENVELOPE.
- H. CONTRACTOR TO COORDINATE REQUIREMENTS OF EQUIPMENT WITH LOCATION OF ELECTRICAL, LIGHTING, PLUMBING, MECHANICAL AND FIRE PROTECTION ELEMENTS.
- I. TYPICAL BUILDING ELEMENTS ARE DEFINED IN ONE AREA AND APPLIES TO ALL INSTANCES UNLESS NOTED OTHERWISE.
- J. ALL EXTERIOR EXTERIOR METAL PANELS, BOARDS, ETC. TO BE PAINTED TO MATCH ADJACENT.

LEGEND

- GAS CONNECTION
- INTERNET DATA
- ELECTRICAL PANEL
- POLE/STRIP
- EXIT PANEL
- FIRE CLOCK
- FIRE EXTINGUISHER
- FIRE ALARM CONTROL
- TELEPHONE
- FLOOR GLASS/OUTLET
- PLUMBING SLUR
- FLOOR SLAB
- 2-HOUR FIRE SEPARATION
- ITEM TO BE REMOVED
- POLE/STRIP
- EXISTING INTERIOR WALL
- EXISTING EXTERIOR WALL
- NEW INTERIOR WALL

KEYNOTES

- 1 NEW ELECTRICAL PANEL LOCATION
- 2 EXISTING FLOOR ACCESS
- 3 NEW WHITE BOARD
- 4 REFRESH WOOD COUNTER BASE, PROVIDE NEW PLUM TOP
- 5 NEW CABINET LOCKS @ ALL CABINET DOORS
- 6 PROVIDE VAP CLIP RAIL ABOVE WHITE BOARD
- 7
- 8
- 9
- 10

1 1ST LEVEL PROPOSED PLAN
REV 10

OPTION A



OCHOCO HALL REMODEL
CENTRAL OREGON
COMMUNITY COLLEGE
BEND, OREGON

Approved for	Date	By
30% DD Review		
50% DD Review	12/18/13	MR
100% CD Review		
Permit Submit		
Building/Constr		

REVISIONS		
No.	Description	Date

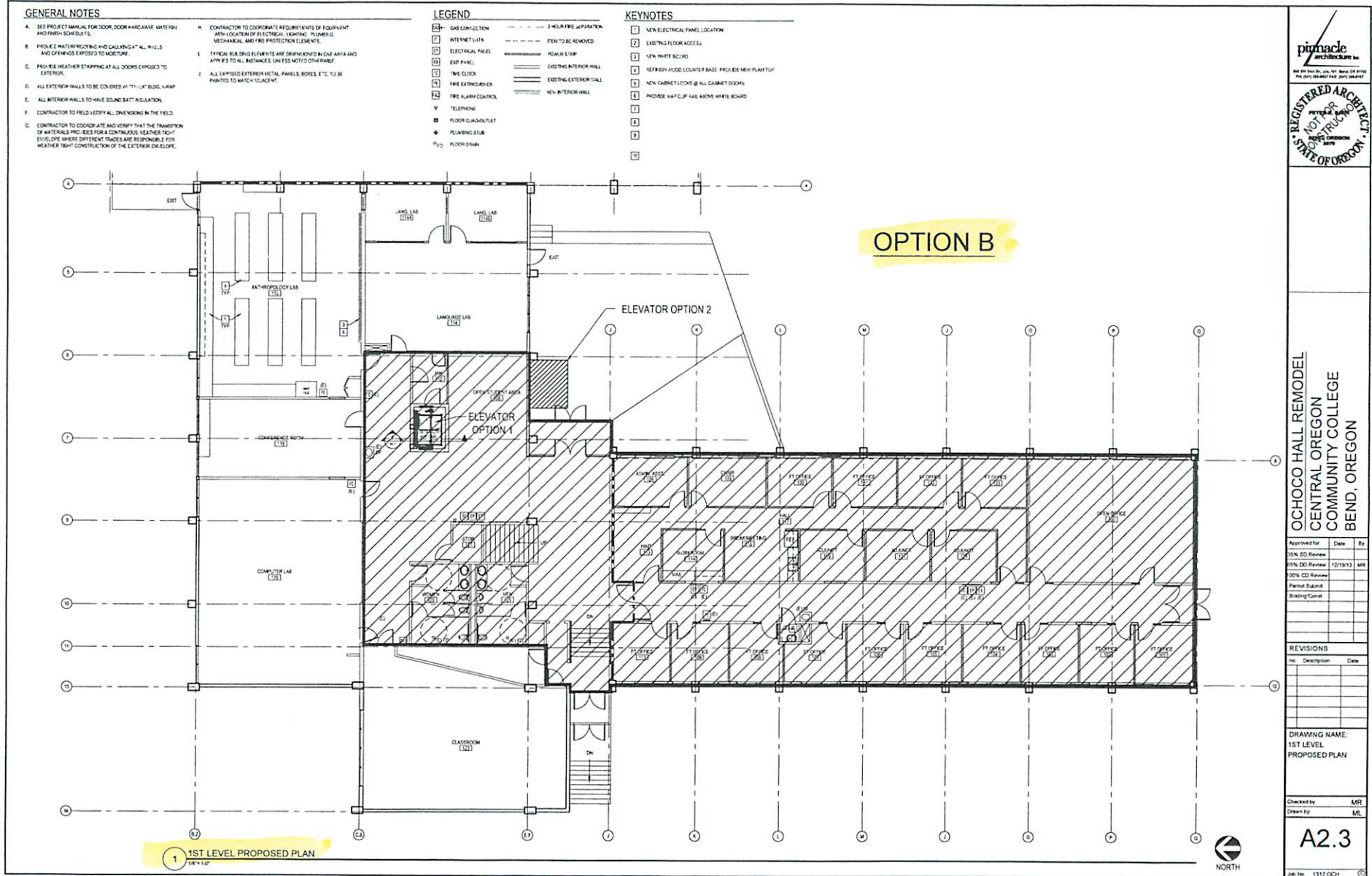
DRAWING NAME:
1ST LEVEL
PROPOSED PLAN

Checked by: MR
Drawn by: ME

A2.3



Job No: 1317.004



OCHOCO HALL REMODEL
CENTRAL OREGON
COMMUNITY COLLEGE
BEND, OREGON

Approved for	Date	By
35% CD Review		
65% CD Review	12/19/13	MR
100% CD Review		
Permit Submit		
Bidding/Construct		

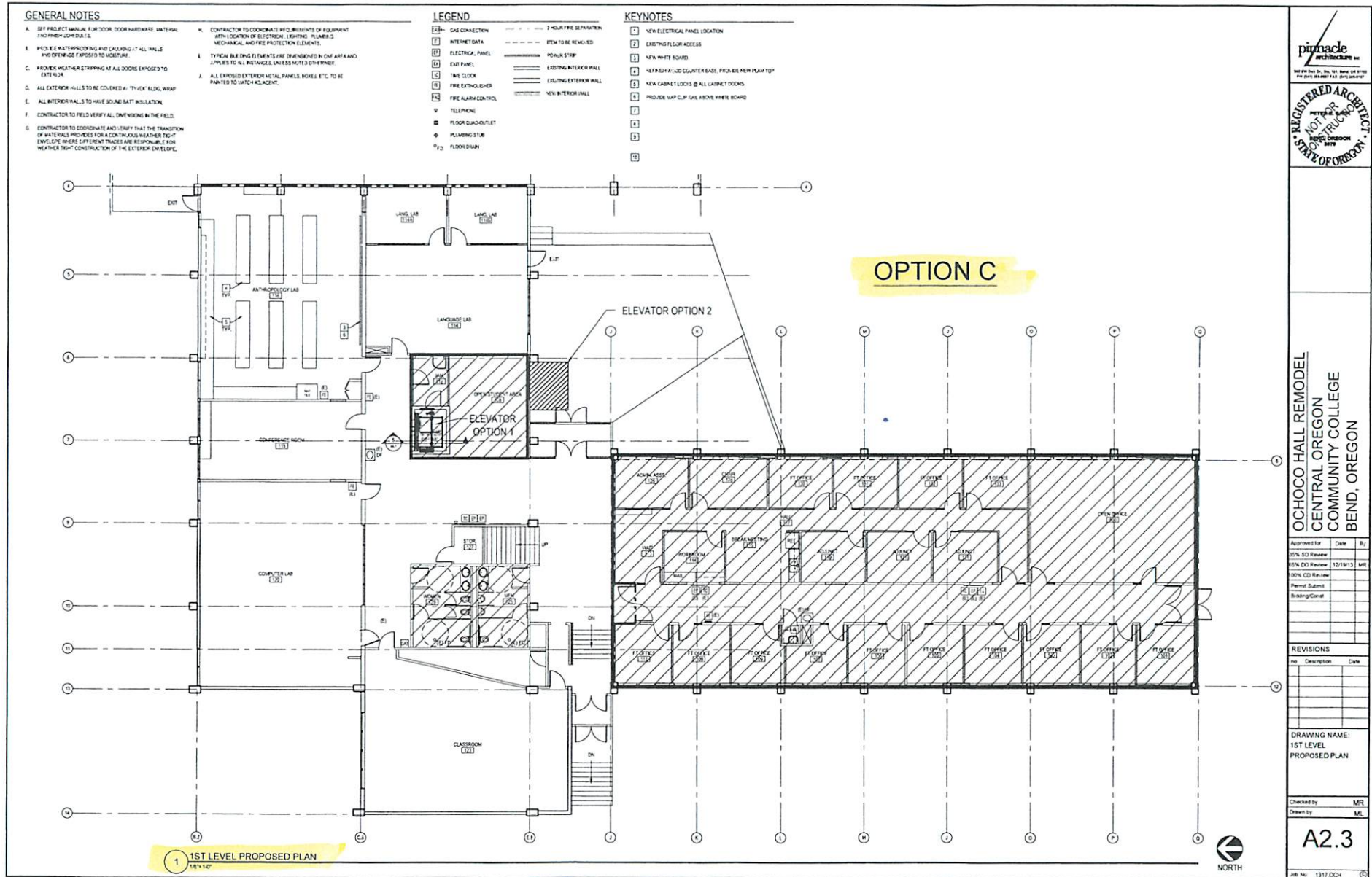
REVISIONS		
No.	Description	Date

DRAWING NAME:
1ST LEVEL
PROPOSED PLAN

Checked by: MR
Drawn by: ME

A2.3

Job No 1317 DCH ©



1 1ST LEVEL PROPOSED PLAN
1/8"=1'-0"

pinacle architects
REGISTERED ARCHITECT
NOT FOR CONSTRUCTION
STATE OF OREGON 3875

**OCHOCO HALL REMODEL
CENTRAL OREGON
COMMUNITY COLLEGE
BEND, OREGON**

Approved for	Date	By
35% SD Review		
55% SD Review	12/19/13	MR
100% CD Review		
Permit Submittal		
Building Consent		

REVISIONS

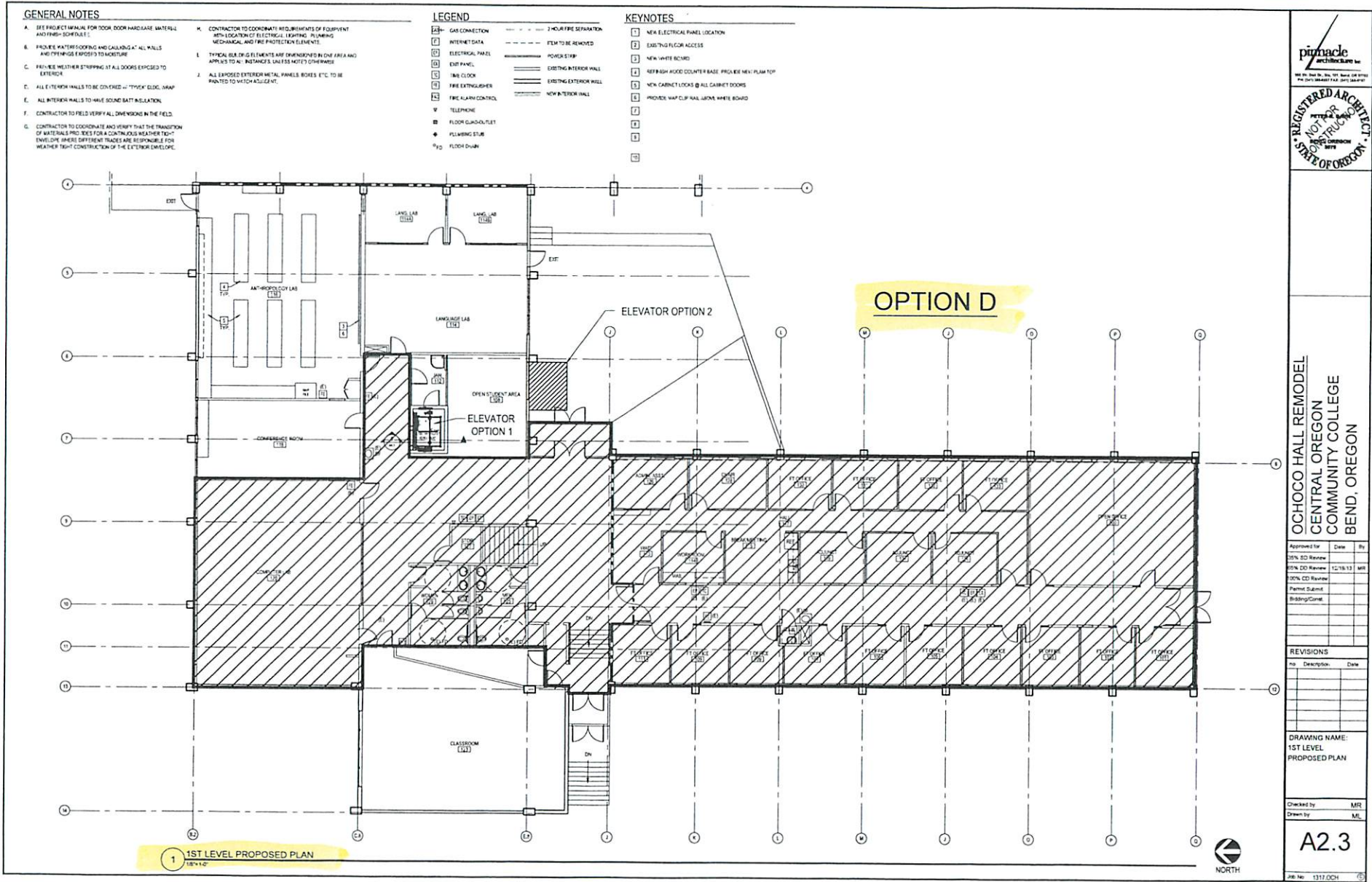
no.	Description	Date

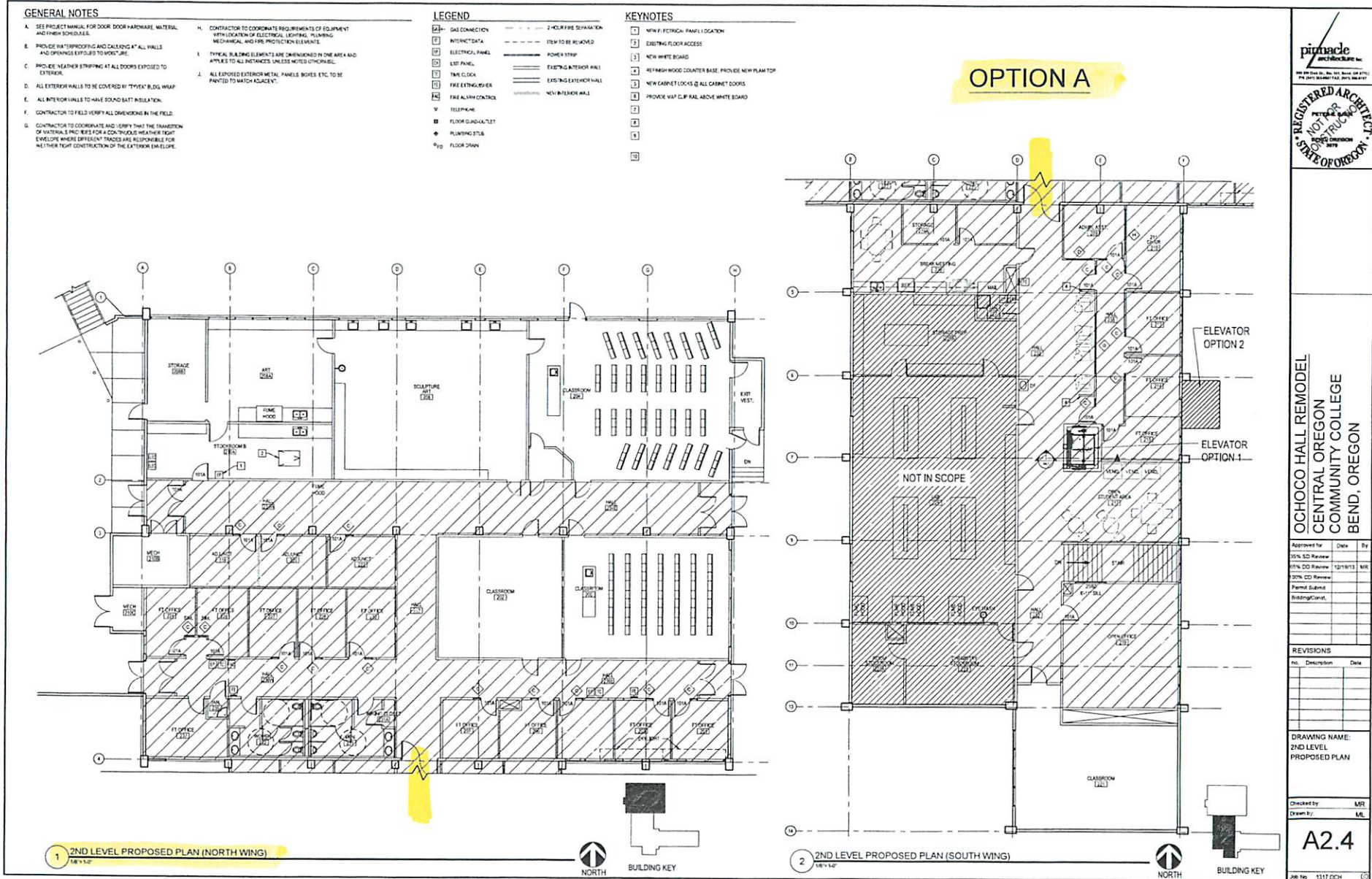
DRAWING NAME:
1ST LEVEL
PROPOSED PLAN

Checked by: MR
Drawn by: ML

A2.3

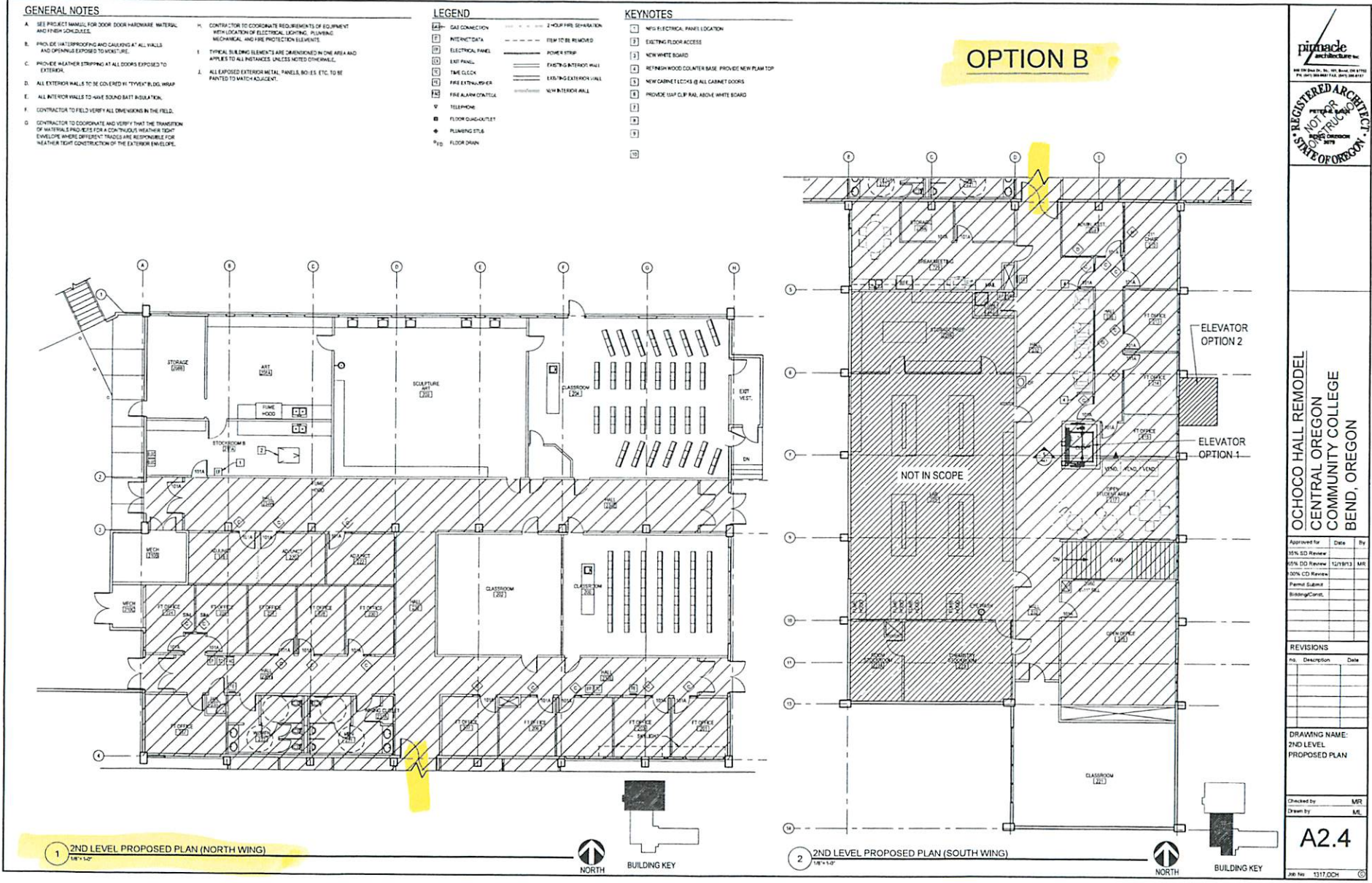
Job No. 1317.OCH





OCHOCO HALL REMODEL
CENTRAL OREGON
COMMUNITY COLLEGE
BEND, OREGON

Approved for	Date	By
35% SD Review		
55% DD Review	12/19/13	MR
30% CD Review		
Permit Submit		
Bidding/Const.		



GENERAL NOTES

- A. SEE PROJECT MANUAL FOR DOOR HARDWARE, MATERIAL AND FINISH SCHEDULES.
- B. PROVIDE WATERPROOFING AND CAULKING AT ALL WALLS AND OPENINGS EXPOSED TO WEATHER.
- C. PROVIDE WEATHER STRIPPING AT ALL DOORS EXPOSED TO EXTERIOR.
- D. ALL EXTERIOR WALLS TO BE COVERED BY TYPICAL 2" O.G. WRAP.
- E. ALL INTERIOR WALLS TO HAVE SOUND BATT INSULATION.
- F. CONTRACTOR TO FIELD VERIFY ALL DIMENSIONS IN THE FIELD.
- G. CONTRACTOR TO COORDINATE AND VERIFY THAT THE TRANSPORT OF MATERIALS PROVIDES FOR A CONTINUOUS WEATHER TIGHT ENVELOPE WHERE DIFFERENT TRADES ARE RESPONSIBLE FOR WEATHER TIGHT CONSTRUCTION OF THE EXTERIOR ENVELOPE.
- H. CONTRACTOR TO COORDINATE RELOCATION OF EQUIPMENT WITH LOCATION OF ELECTRICAL LIGHTING, PUMPING, MECHANICAL AND FIRE PROTECTION ELEMENTS.
- I. TYPICAL BUILDING ELEMENTS ARE DIMENSIONED IN ONE AREA AND APPLIED TO ALL INSTANCES UNLESS NOTED OTHERWISE.
- J. ALL EXPOSED EXTERIOR WALL PANELS, BOXES ETC. TO BE PAINTED TO MATCH ADJACENT.

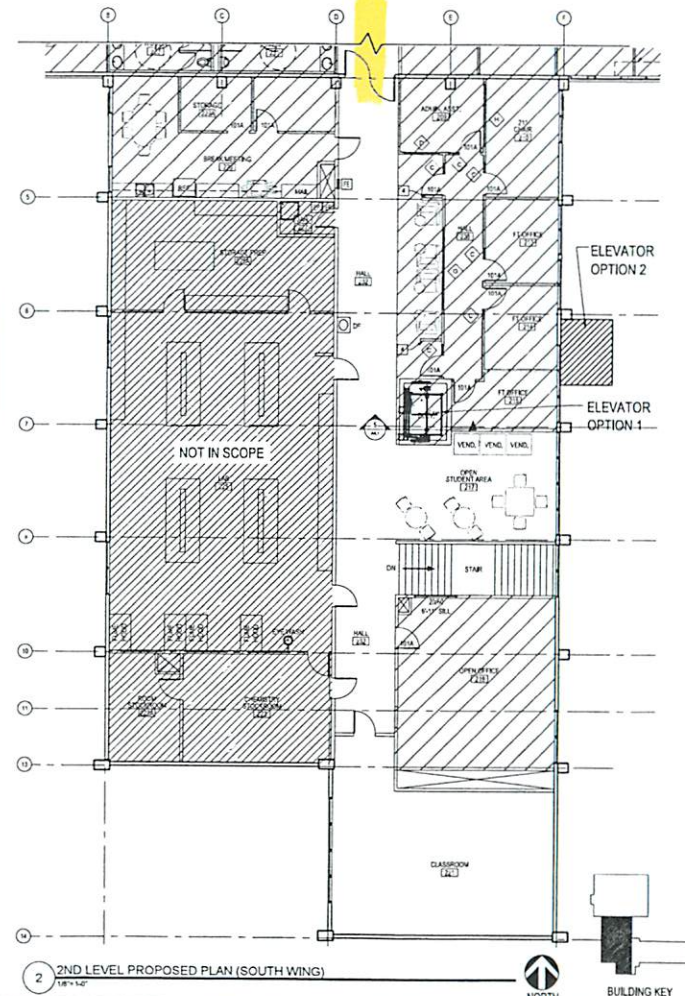
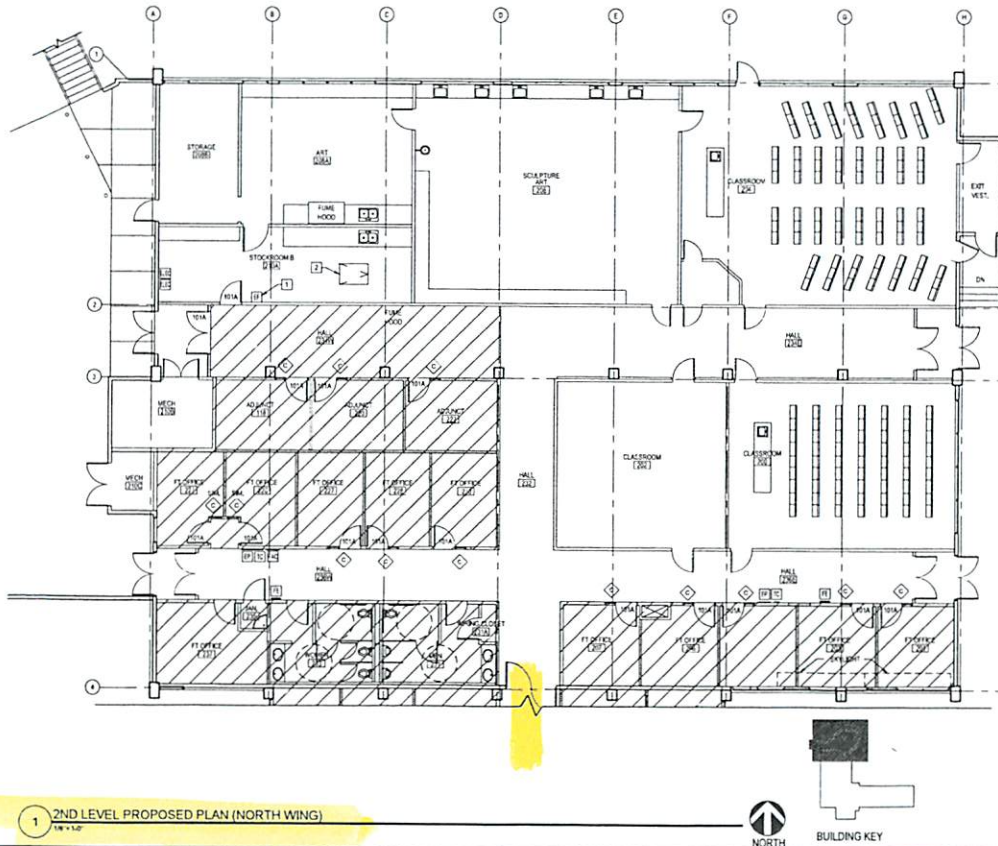
LEGEND

- GAS CONNECTION
- INTERFERING DATA
- ELECTRICAL PANEL
- PLUMBER STRIP
- EXIST. PANEL
- FIRE CLOCK
- FIRE EXTINGUISHER
- FIRE ALARM CONTROL
- TELEPHONE
- FLOOR DRAIN-OUTLET
- PLUMBING STYLE
- FLOOR DRAIN
- 2-HOUR FIRE SEPARATION
- ITEM TO BE RENEWED
- PLUMBER STRIP
- EXISTING INTERIOR WALL
- EXISTING EXTERIOR WALL
- NEW INTERIOR WALL

KEYNOTES

- 1 NEW ELECTRICAL PANEL LOCATION
- 2 EXISTING FLOOR ACCESS
- 3 NEW WHITE BOARD
- 4 REFINISH WOOD COULTER BASE. PROVIDE NEW PLUM TOP
- 5 NEW CABINET LOCKS @ ALL CABINET DOORS
- 6 PROVIDE VAPOR CLIP WALL ABOVE WHITE BOARD
- 7
- 8
- 9
- 10

OPTION C



pinmade
ARCHITECTURE PC
REGISTERED ARCHITECT
NOT FOR CONSTRUCTION
STATE OF OREGON
1978

**OCHOCO HALL REMODEL
CENTRAL OREGON
COMMUNITY COLLEGE
BEND, OREGON**

Approved for	Date	By
15% SD Review		
10% CD Review	12/19/13	MR
50% CD Review		
Permit Submit		
Issuing/Constr.		

REVISIONS

No.	Description	Date

DRAWING NAME
2ND LEVEL
PROPOSED PLAN

Checked by: MR
Drawn by: ML

A2.4

JOB No. 1317.004

GENERAL NOTES

- A. SEE PROJECT MANUAL FOR DOOR HARDWARE, MATERIAL AND FINISH SCHEDULES.
- B. PROVIDE WATERPROOFING AND CALLING AT ALL WALLS AND OPENINGS EXPOSED TO MOISTURE.
- C. PROVIDE LEATHER STRIPPING AT ALL DOORS EXPOSED TO EXTERIOR.
- D. ALL EXTERIOR WALLS TO BE COVERED BY "TYVEK" BLDG WRAP.
- E. ALL INTERIOR WALLS TO HAVE SOUND BATT INSULATION.
- F. CONTRACTOR TO FIELD VERIFY ALL DIMENSIONS IN THE FIELD.
- G. CONTRACTOR TO COORDINATE AND VERIFY THAT THE TRANSITION OF MATERIALS PROVIDED FOR A CONTINUOUS WEATHER TIGHT ENVELOPE WHERE DIFFERENT TRADES ARE RESPONSIBLE FOR WEATHER TIGHT CONSTRUCTION OF THE EXTERIOR ENVELOPE.
- H. CONTRACTOR TO COORDINATE REQUIREMENTS OF EQUIPMENT WITH LOCATION OF ELECTRICAL, LIGHTING, PLUMBING MECHANICAL AND FIRE PROTECTION ELEMENTS.
- I. TYPICAL BUILDING ELEMENTS ARE DIMENSIONED IN ONE AREA AND APPLIED TO ALL INSTANCES UNLESS NOTED OTHERWISE.
- J. ALL EXPOSED EXTERIOR METAL PANELS, BOXES, ETC. TO BE PAINTED TO MATCH ADJACENT.

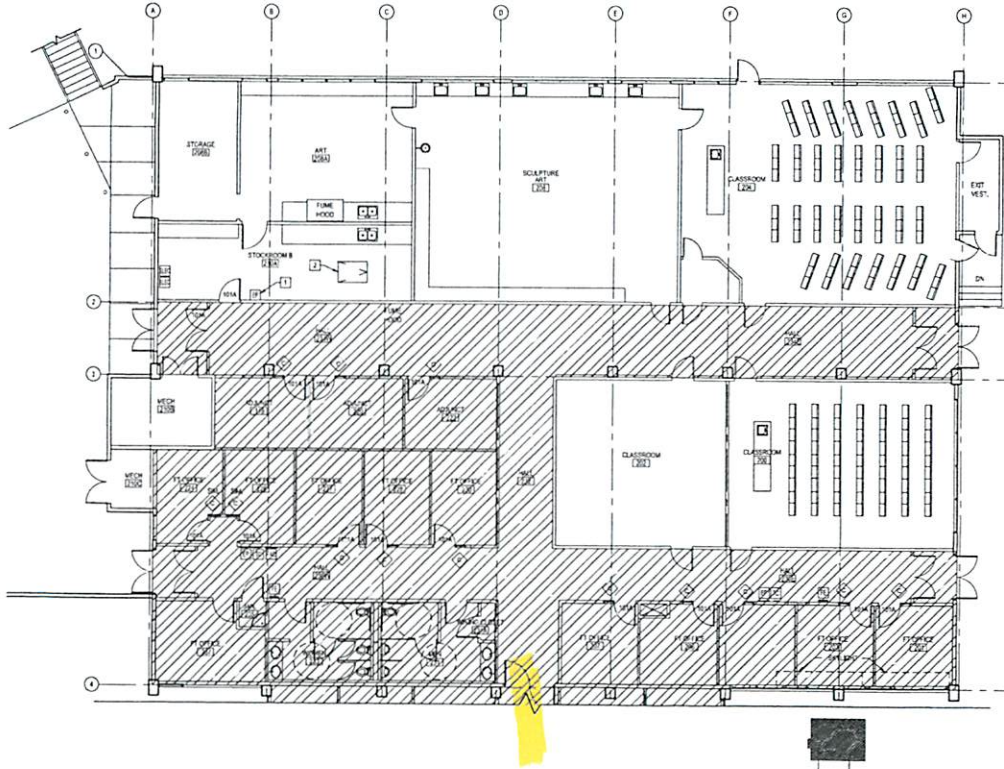
LEGEND

- GAZ CONNECTION
- INTERMET DATA
- ELECTRICAL PANEL
- POWER STRIP
- EXIT PANEL
- TIME CLOCK
- FIRE EXTINGUISHER
- FIRE ALARM CONTROL
- TELEPHONE
- FLOOR LOAD-OUTLET
- PLUMBING FLOOR
- FLOOR DRAIN
- 2-HOUR FIRE SEPARATION
- ITEM TO BE REINFORCED
- EXISTING INTERIOR WALL
- EXISTING EXTERIOR WALL
- NEW INTERIOR WALL

KEYNOTES

- 1 NEW ELECTRICAL PANEL LOCATION
- 2 EXISTING FLOOR ACCESS
- 3 NEW WHITE BOARD
- 4 NEW WOOD COUNTER BASE, PROVIDE NEW FLAM TOP
- 5 NEW CABINET LOCKS & ALL CABINET DOG EARS
- 6 PROVIDE WAP CLIP RAIL ABOVE WHITE BOARD
- 7
- 8
- 9
- 10

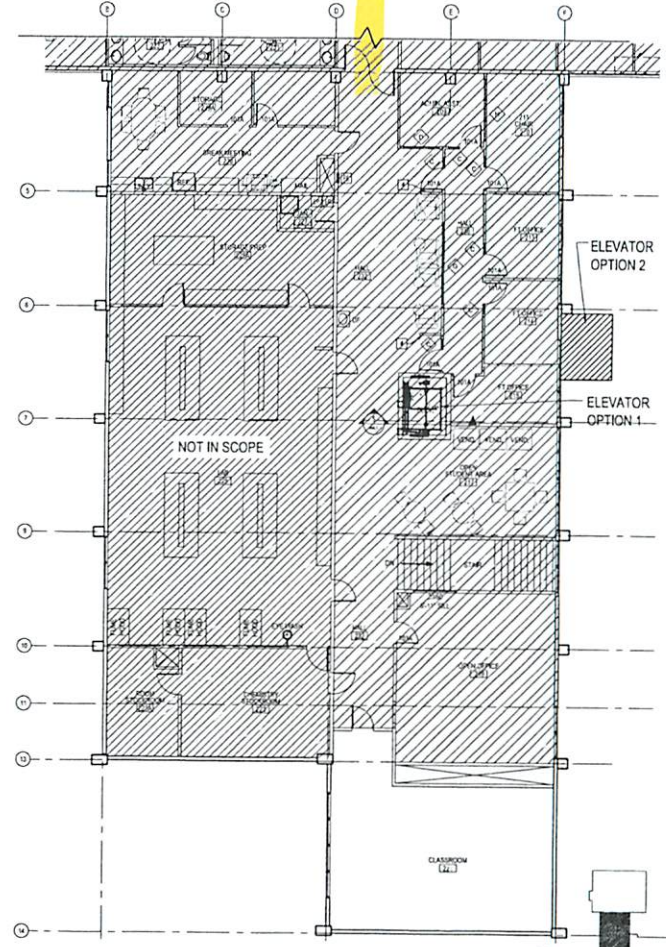
OPTION D



1 2ND LEVEL PROPOSED PLAN (NORTH WING)
1/8" = 1'-0"



BUILDING KEY



2 2ND LEVEL PROPOSED PLAN (SOUTH WING)
1/8" = 1'-0"



BUILDING KEY

pinacle architecture inc.
1440 NW Bond St., Ste. 201, Bend, OR 97701
PH: 503.338.8887 FAX: 503.338.8877

REGISTERED ARCHITECT
NOT FOR CONSTRUCTION
EXPIRES 12/31/14
LICENSE NO. 1477

OCHOCO HALL REMODEL
CENTRAL OREGON
COMMUNITY COLLEGE
BEND, OREGON

Approved for	Date	By
50% CD Review		
90% CD Review	12/19/13	MFL
100% CD Review		
Permit Submit		
Bidding/Constr.		

REVISIONS

No.	Description	Date

DRAWING NAME:
2ND LEVEL
PROPOSED PLAN

Checked by: MFL
Drawn by: MFL

A2.4

Job No. 1317.DCH ©

Ochoco Remodel – December 2013 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	-	Construction IT Specialist
Julie Mosier	-	Purchasing Coordinator

Design Team

Mark Rossi	-	Pinnacle Architecture
Mindy Lyman	-	Pinnacle Architecture
Peter Baer	-	Pinnacle Architecture

Contractor Group

TBD

Residence Hall December 2013 Status Report

Scope

Residence Hall project is to provide approximately 330 beds for student housing. A small amount of support and common space will be provided within the project. The building is anticipated to be Earth Advantage Multi-Family Gold level certified. Parking and access road/utilities are anticipated to be on the downhill side of the track. It is also expected that summer programs will utilize the facilities.

Budget Status

Project Budget included.

Change Order Activity

None this month.

Schedule Status

The project was approved to proceed into the 25% CD phase to allow Lease Crutcher Lewis to generate a GMP with significantly reduced contingencies and allowances. Sub bids will be received on December 19, 2013.

25% Construction Documents Presentation and GMP proposal to occur at the January 22, 2014 board meeting.

The project will begin construction in April of 2014.

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

Activity in December

Resolved 25% CD design related issues and decisions. Mahlum issued the 25% CD documents to Lease Crutcher Lewis on November 27.

Complete negotiations/discussions with the City regarding SDC's, specifically BMRD and City Transportation impact fees.

Lease Crutcher Lewis to issue the 25% Construction Documents for bidding and receive bids on December 19th.

Receive Site Plan Approval.

Continued work on ResNet RFP.

Final Draft of Food Services RFP in process and will be issued early January.

Activity planned for January

Revised commissioning RFP scope and holding for issuance until late January. Responses will be due in February after the Board has decided whether the Residence Hall Project will proceed.

Receive Site Plan Approval.

Review GMP with Real Estate committee on January 2, 2013.

Review GMP and obtain Board decision on project proceeding at the January 22, 2013 Board Meeting.

Residence Hall December 2013 Status Report

Conceptual preliminary building perspective.



Residence Hall December 2013 Status Report

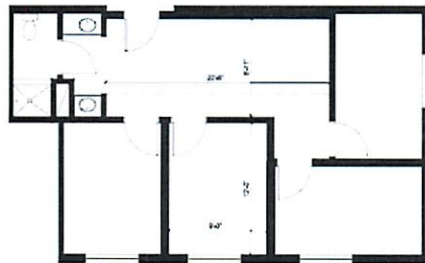


Residence Hall December 2013 Status Report



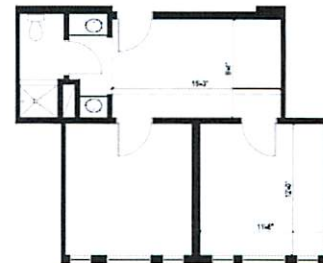
RA SINGLE

SINGLE BEDROOM	202 SF
BATH-ROOM	58 SF
TOTAL	260 SF NET
	315 SF GROSS



Typical unit types.

SHARED ROOM	187 SF
SINGLE BEDROOM	108 SF
SINGLE BEDROOM	108 SF
SINGLE BEDROOM	108 SF
SINGLE BEDROOM	108 SF
BATHROOM	79 SF
TOTAL	708 SF NET
	852 SF GROSS



QUAD DOUBLES

SHARED ROOM	137 SF
DOUBLE BEDROOM	138 SF
DOUBLE BEDROOM	138 SF
BATH-ROOM	79 SF
TOTAL	492 SF NET
	578 SF GROSS

Residence Hall December 2013 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
Permit Application	February 2014	April 2014
Special Inspection Consultant procurement	February 2014	March 2014
Construction	April 2014	July 2015
Furnishing Move-in	July 2015	August 2015

Residence Hall December 2013 Status Report

Project Participants

COCC Steering Committee

James Middleton	President
Matt McCoy	Vice President of Administration
Kevin Kimball	Chief Financial Officer
Alicia Moore	Dean of Students
Gordon Price	Director of Student Life
Paul Wheeler	On-Campus Housing Coordinator
Joe Viola	Director of Campus Services
Rick Hayes	Project Manager

Design Consultant

Mahlum Architecture
1231 NW Hoyt, Suite 102
Portland, Oregon 97209
541-224-4032

Kurt Haapala, Principal, Seth Moran & Beth Brett, Senior Project Manager, Brian Squillace and Jeremy Rear, Project Architects, Amy Noe, Project Designer
Pinnacle Architects (Associates) Peter Baer, Principal, Mark Rossi, Project Manager

Construction Manager General Contractor

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

Tony Church, Senior Project Manager Mike Levesque, Project Manager
Jeff Spencer, Senior Estimator

Civil Survey Consultant

KPFF Consulting Engineers
111 SW Fifth Avenue, Suite 2500
Portland, OR 97204-3628
503-227-3251 Troy Tetsuka, Survey Manager

Geotechnical Engineer

FEI Testing & Inspection, Inc.
62979 NE Plateau Drive, #3
Bend, OR 97701
Bill Smith, Geotechnical Engineer, 541-382-4844 bsmith@feitesting.com

Commissioning Agent TBD

Testing Agency TBD

Technology Education Center – Dec. 2013 Update

Scope

A 34,000 square foot building to be built on the corner of Veterans Way and Salmon Dr. in Redmond. The building will house technology centered programs which will initially be the Center for Entrepreneurial Excellence and Development, Non-Destructive Testing and Inspection, Digital Arts and Media, and Flexible Technology.

Budget Status

The budget for the overall project is \$12.5 Million. This includes a \$5.7 Million match from the State of Oregon.

Change Order Activity

Pending change orders amount to about \$15,000. The Contractor submitted over 20 relatively minor changes all at once. These are under review at this time. See the change order log for additional detail.

Schedule Status

The project started on April 22nd and is on schedule to open for Fall Classes of 2014.

Recent Activity

Roofing is underway and nearly complete. Building wrap is ongoing and temporary protection is installed in most window openings. Rough in continues in the Core and North Wings. Interior wall insulation and gyp board started on the South Wing. Slab grinding, polishing and staining began. Work along airport way progresses as the weather allows, there is only a small section of sidewalk left to place.

Activity Next Month

Rough in will continue. Roofing will conclude. Glass and Glazing will continue. The north wing slab will be placed and the interior stairs set.

Technology Education Center – Dec. 2013 Update



Main Entrance.



Polished Concrete grinding

Technology Education Center – Dec. 2013 Update



South Wing – General Purpose Classroom



North Wing – Temporary warming measures

Technology Education Center – Dec. 2013 Update

Project Participants

COCC Stakeholder Group

Shirley Metcalf	-	Extended Learning Dean
Matt McCoy	-	VP for Administration
Jerry Schulz	-	Director of Continuing Education
Chris Redgrave	-	Director of MATC
Gene Zinkgraf	-	Director of Construction
Rich Brecke	-	Project Manager
Darren McCrea/Jeff Floyd	-	Construction IT Specialist
Julie Mosier	-	Purchasing Coordinator

Design Team

Don Stevens	-	BBT Architects
Kevin Shaver	-	BBT Architects
Doug Schwartz	-	Froelich Consulting Engineers (Structural)
ML Vidas	-	Vidas Architecture (Earth Advantage Consulting)
Grant Hardgrave	-	Hickman Williams and Associates (Civil)
Marcia Vallier	-	Vallier Design Associates (Landscape)
John Van Bladeren	-	MFIA Inc. (MEP Design)

Contractor Group

Chris White	-	Project Manager, Kirby Nagelhout Construction
Mike Carter, Jr.	-	Project Superintendent, Kirby Nagelhout Construction
Mark Miller	-	General Superintendent, Kirby Nagelhout Construction
Jeff Deswert	-	President, Kirby Nagelhout Construction

Veterinary Tech Remodel at BAC– Dec. 2013 Update

Scope

This project entails purchasing the BrightSide Animal Center Event Center and performing some minimal remodel within the building to achieve the Veterinary Tech minimum program needs for a laboratory space. A future phase would add a Lab/Classroom, expanded Pharmacy Lab and a complete Surgery area. Phase 2 will remain on hold until funding is identified.

Budget Status

The project budget, which includes land and building acquisition, is \$486,000. Current projection is within budget.

Change Order Activity

N/A.

Schedule Status

As the schedule and occupancy are dependent on the partition, project completion is a moving target. Opening will likely now be in Spring due to the time it has taken to receive approval on the partition.

Recent Activity

All pricing has been received. We are still in discussion with the City regarding SDC's. The SDC number on the attached cost projection is based on the assumption that the City accepts the traffic engineer's analysis. The partition will be filed by the end of the month.

Activity Next Month

Waterline installation and finalization of partition. Possible completion of the sale. Possible start on remodel.

Veterinary Tech Remodel at BAC– Dec. 2013 Update

Project Participants

COCC Stakeholder Group

Matt McCoy	-	VP for Administration
Shirley Metcalf	-	Interim VP for Instruction
Jenni Newby	-	Instructional Dean
Lynn Russell	-	Veterinary Technician Program Director
Rich Brecke	-	Project Manager
Darren McCrea	-	Construction IT Specialist
Julie Mosier	-	Purchasing Coordinator

Design Team

Scott Steele	-	Steele Associates Architects
Stephen Hockman	-	Steele Associates Architects
Krista Appleby	-	Steele Associates Architects
Summer Oman	-	Steele Associates Architects

Contractor Group

TBD

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

**Information Item: King, Gandhi, Chavez & Mankiller ~ Season of Nonviolence
Dedicated to the Legacy of Nelson Mandela**

A Season for Nonviolence is a national educational, media, and grassroots campaign dedicated to demonstrating that nonviolence is a powerful way to heal, transform, and empower our communities. Inspired by the 50th and 30th memorial anniversaries of the deaths of Mahatma Gandhi (killed on January 30, 1948) and Dr. Martin Luther King, Jr. (killed on April 4, 1968), this international event honors their vision for an empowered, nonviolent world. A Season for Nonviolence was co-founded by Arun and Sunanda Gandhi of the M.K. Gandhi Institute for Nonviolence. Colleges and universities throughout the country celebrate the Season of Non-Violence by bringing together community partners to educate and empower communities on how to use non-violent methods to create a more peaceful world.

The COCC Office of Multicultural Activities, the Nancy R. Chandler Visiting Scholar Program, the Office of Student Life and OSU-Cascades, along with the assistance of many campus and community partners, are sponsoring the fifth annual "Season of Non-Violence" during January and February 2014. Campus and community have the opportunity to not only celebrate Dr. King's and Mahatma Gandhi's legacy, but also that of César Chávez (Latino civil rights activist and co-founder of the National Farm Workers Association), Wilma Mankiller (the first female chief of the Cherokee Nation) and Nelson Mandela. Season of Nonviolence events are below and are available online at <http://multicultural.cocc.edu/events/default.aspx>. Unless otherwise noted, all events are free and open to the public.

During 2012-13, COCC sponsored a three-part book discussion regarding the book "The New Jim Crow: Mass Incarceration in the Age of Colorblindness" by Michelle Alexander. Several participants expressed an interest in focusing more deeply on the topic of incarceration and as such, this year's Season of Nonviolence explores incarceration issues from a multitude of perspectives.

Beyond Bars: Rethinking Our Reliance on Prisons: A moderated discussion with Walidah Imarisha

*Thursday, January 30, 3:30 p.m. * Wille Hall*

Co-Sponsored by the Nancy R. Chandler Visiting Scholar Program

What role do prisons serve in our country? Does our prison system, in some cases, actually cause rather than reduce crime? Participants in this program will begin by exploring what they know about prisons. After a brief multimedia history of prisons and alternative justice systems, Walidah Imarisha, an author and editor, will lead a conversation about alternatives to incarceration.

Film: *American Violet*

*Monday, February 3, noon – 2 p.m. * Redmond Campus, Room 306*

*Tuesday, February 4, 5 - 7 p.m. * Hitchcock Auditorium*

Based on a true story, this film tells of a single mother's struggles to prove her innocence after being unjustly arrested on drug-related charges. Her story sheds light on the practice of targeting impoverished communities of color in search of drugs and other crimes.

Film & Discussion: *Gideon's Army* with Producer Dawn Porter

*Film: Wednesday, February 26, 4 – 6 p.m. * Wille Hall*

Discussion: 7 – 8 p.m.

This film follows the personal stories of three public defenders who are part of a small group of idealistic lawyers challenging the assumptions that drive a strained criminal justice system. They struggle against long hours, low pay, and staggering caseloads so common that even the most committed often give up in their first year. These courageous lawyers are challenging the way Americans think about the right to counsel, indigent defense, and the notion of "justice for all." Dawn Porter, attorney and criminal justice system reformer, spent four years making this film. Join us as she shares her insights into the criminal justice system from her unique vantage point.

Film: *Harvest of an Empire: A History of Latinos in America*

Monday, February 17, noon – 1 p.m. * Redmond Campus, Room 306

Tuesday, February 18, 3:15 p.m. * Hitchcock Auditorium, Bend Campus

Based on Juan Gonzalez's groundbreaking book, this film takes an unflinching look at how U.S. economic and military interests helped trigger an unprecedented wave of migration to the United States. By featuring family portraits of immigrant Latino pioneers, the film recounts the events and conditions that compelled them to leave their homelands.

Hunger Banquet

Date and location TBD

The Oxfam America Hunger Banquet raises awareness about global hunger. Oxfam America is an international poverty-relief non-profit that helps raise awareness about global hunger by sponsoring this free educational event, so come and experience what real poverty means. Find out why organizers and guests alike call it a "memorable," "powerful," and "life-changing" experience.

Performance: *From Wharf Rats to Lords of the Docks*

February 13, 6:30 pm * Hitchcock Auditorium, Pioneer Hall

Co-Sponsored by Central Oregon Jobs for Justice

Actor-playwright Ian Ruskin portrays the legendary union organizer Harry Bridges, capturing his passion, struggles and humor in this one-man play. This vivid dramatization brings to life the labor leader who organized the poorly paid and abused dock workers of San Francisco's piers. Ultimately successful, Bridges' efforts was fraught with violence and personal consequences: he was frequently harassed, beaten and jailed, along with two bitter divorces and too much Jack Daniels. Today he stands as a hero for organized labor throughout the world. The play features Harry Bridges' own words, from his rallying speeches of the 1930s to his electrifying testimony at his own trials, plus eye-witness accounts in the words of his contemporaries.

Crossing the BLVD: Strangers, Neighbors, Aliens in a New America

Discussion with Actor, Writers, and Producers: Wednesday, March 5, noon – 1 p.m. * Wille Hall

Theater Production: Wednesday, March 5, 6 p.m. * Hitchcock Auditorium

Co-Sponsored by the OSU-Cascades, OSU-Corvallis, and the Deschutes Cultural Coalition

"Crossing the BLVD: Strangers, Neighbors, Aliens in a New America" presents the stories of why immigrants and refugees have moved to the U. S. and their experiences since coming here pre- and post-9/11. Based on Lehrer and Sloan's critically acclaimed book, actor/writer Judith Sloan channels many of the people that the couple interviewed on their three-year journey around the world through the borough of Queens, New York.

COCC Achievement Compact
2014-15 Achievement Compact (AC) Development Timeline:

	College Affairs
	College Planning Team (CPT)
	Board/Budget

Date	Task	Responsible Party
January 1, 2014	IE receives PRELIMINARY 2012-13 baseline AC numbers	State
January xx, 2014	IE receives OFFICIAL 2012-13 baseline AC numbers	State
January 10, 2014	College Affairs endorses PRELIMINARY 2014-15 AC	Matt/Brynn
January 10, 2014	College Planning Team – January Meeting <i>Introduction to AC process</i>	Matt/Charles
January 22, 2014	PRELIMINARY 2014-15 AC provided to Board	Jim Middleton
January/February 2014	Collaborate with Theme Teams to build AC	CPT w/ Institutional Effectiveness Office
February 6, 2014	College Planning Team – February Meeting <i>Detailed review of Outcome Measures</i>	Matt/Charles
March 1, 2014	COCC's 2014-15 AC updated and ready for inclusion in budget process (with refresh planned for mid-April)	Institutional Effectiveness Office
March 6, 2014	College Planning Team – March Meeting <i>Detailed review of Outcome Measures</i>	Matt/Charles
March/April 2014	2014-15 AC incorporated into budget process	Jim Middleton
April 3, 2014	College Planning Team – April Meeting <i>Status/Updates</i>	Matt/Charles
Mid- April 2014	2013-14 projections and 2014-15 targets refreshed by incorporating spring 2014 enrollment	Institutional Effectiveness Office
April 4, 2014	College Affairs for 1 st Reading	CPT
May 1, 2014	College Planning Team – May Meeting <i>Finalize COCC's 2014-15 Achievement Compact</i>	Matt/Charles
May 2, 2014	College Affairs for 2 nd Reading	CPT
May 14, 2014	COCC's 2014-15 FINAL AC to Board for 1st Reading	Jim Middleton
June 11, 2014	COCC's 2014-15 Achievement Compact approved by Board	Jim Middleton

Central Oregon Community College PRELIMINARY Achievement Compact for 2014-15

January 22, 2014

*** Numbers to be provided by the State

Outcome Measures	2012-13 Actual		2013-14 Projected		2014-15 Target	
	<i>To be provided by State January 2014</i>		<i>2013-14 Target from 2013-14 AC</i>		<i>2013-14 Target to serve as starting point in establishing 2014-15 Target</i>	
Are students completing their courses of study and earning certificates and degrees?						
<i>Number of students completing:</i>	All	Underrepresented	All	Underrepresented	All	Underrepresented
Adult HS diplomas/GEDs	***	***	354	N/A	354	N/A
Certificates/Oregon Transfer Modules	491	357	576	357	576	357
Associate degrees	697	367	768	446	768	446
Transfers to four-year institutions	***	***	1716	503	1716	503
Programs of study (under development)						
Are students making progress at the college?						
<i>Number (&/or % where indicated) of students:</i>	All	Underrepresented	All	Underrepresented	All	Underrepresented
Enrolled Dev. Ed. Writing who complete (%)	63%	61%	62%	62%	62%	62%
Enrolled in Dev. Ed. Math who complete (%)	64%	63%	65%	65%	65%	65%
Who earn 15/30 college credits in the year (#)	5134/2360	3106/1471	5155/2387	3248/1575	5155/2387	3248/1575
Who pass a national licensure exam (#/%)	***	***	251 / 90%	N/A	251 / 90%	N/A
Are students making connections to and from the college?						
<i>Number of students who:</i>	All	Underrepresented	All	Underrepresented	All	Underrepresented
Are dual enrolled in Oregon high schools	1044	110	1100	50	1100	50
Are dual enrolled in OUS	971	168	989	173	989	173
Who transfer to OUS	***	***	1350	396	1350	396
Employment (under development)						
Local Priorities (Optional for each district)						
<i>Number and/or percentage of students who:</i>	All	Underrepresented	All	Underrepresented	All	Underrepresented
To date, COCC has not listed local priorities						
What is the level of public investment in the district? Information below has been updated and is current as of 1/17/14						
	2012-13 Actual		2013-14 projected		2014-15 Target	
State funds	4,818,740		6,775,891		7,436,547	
Local Property tax revenue	12,461,138		13,033,906		13,677,670	
Total state and local operating funds	17,279,878		19,809,797		21,114,217	

Exhibit 8.b

Date: January 22, 2014

Approval ____ Yes ____ No

Motion:

Central Oregon Community College
Board of Directors
RESOLUTION

Prepared by: Jim Middleton - President

A. Action Under Consideration

Authorize President Middleton, or his designee, to accept the Guaranteed Maximum Price (GMP) proposed by Lease Crutcher Lewis (LCL) as the Construction Manager/General Contractor (CM/GC) for the Student Housing project and to enter into a contract with LCL to construct the Student Housing project for the agreed upon GMP.

B. Discussion/History

In July of 2011, the COCC Board directed staff to proceed with selection of an architect for the design of new student housing. In February of 2012, Mahlum Architects of Portland (Architect of Record) and Pinnacle Architecture of Bend (Associate Architect) were selected by the College.

Subsequently, the College determined to pursue the CM/GC approach to student housing, and selected LCL as the CM/GC.

In October 2013, the Board approved completion of design work by Mahlum/Pinnacle and LCL on the project up to the 25% of Construction Documents phase so that LCL could develop a GMP with greater certainty of costs. As of January 2, 2014, the preliminary GMP is within the established budget for the overall project.

The contract with Mahlum/Pinnacle stipulates the amount to be paid for each phase of design. If the Board determines that the GMP proposed by LCL is acceptable, design work will be completed by Mahlum/Pinnacle under the terms and conditions of the existing contract with Mahlum/Pinnacle.

The Board Real Estate Committee has monitored the project throughout the process and can provide the full Board with comments and recommendations.

C. Options/Analysis

Authorize President Middleton to accept the Guaranteed Maximum Price (GMP) proposed by Lease Crutcher Lewis as the Construction Manager/General Contractor for the Student Housing project and enter into a contract with LCL to construct the Student Housing project for the agreed upon GMP.

Decline to accept the proposed GMP proposed for Student Housing and discontinue design activity on the project, cancelling the project.

D. Timing

Approval at this time will enable the project to remain on schedule in time for a substantial completion during summer term 2015 and move-in by students for fall of 2015.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College does hereby authorize President Middleton, or his designee, to accept the Guaranteed Maximum Price (GMP) in the amount of \$15,565,910 proposed by Lease Crutcher Lewis for construction of the Student Housing project and enter into a contract with LCL to construct the Student Housing project for the agreed upon GMP.

F. Budget Impact

The 2013-14 Capital Projects Funds budget included budget authorization to begin the Student Housing construction project. The Student Housing construction budget will be included in the 2014-15 budget. Upon Board authorizing acceptance of the Guaranteed Maximum Price and proceeding to design completion and construction of Student Housing, bonds will be sold and used to repay the residence hall account and finance the project. A separate resolution authorizing the sale of bonds for this purpose will be considered by the Board following a determination to move forward with the project.

COCC NEW RESIDENCE HALL - CM/GC Successes

Schematic Design Phase:

1) Budget

- a. Original SD Estimate – \$ 18,474,454
- b. Reconciled SD Estimate after VE - \$ 15,972,391
- c. Total of Budget Reduction - \$ 2,461,290
- d. 13% Reduction in Budget
- e. Total Budget Savings Initiatives offered \$ 2,126.097

2) Schedule

- a. Original schedule proposed by Owner/Project Team – 16 months
- b. Revised Construction Scheduled proposed by CM/GC – 14.5 months
- c. Time Saved for Construction Phase – 1.5 months
- d. Percentage of time saved – 10%

3) Quality

- a. Minimal reduction in overall building SF, 1,200 sf, no reduction in building program.

Design Development Phase:

1) Budget

- a. Original DD Estimate – \$ 18,238,314
- b. Reconciled SD Estimate after VE - \$ 16,000,000
- c. Total of Budget Reduction - \$ 2,238,214
- d. 12% Reduction in Budget
- e. Total Budget Savings Initiatives offered \$ 1,812,586

2) Schedule

- a. Previous duration of Construction Schedule at end of SD – 14.5 months

- b. Revised Construction Scheduled proposed by CM/GC – 14 months
 - c. Time Saved for Construction Phase – 0.5 months
 - d. Percentage of time saved – 3.5%
- 3) Quality
- a. 70 Constructability/Scope Review Comments on Documents
 - b. No reduction in target program or bed count

GMP Contract:

- 1) Budget
- a. Final GMP Estimate – \$ 15,565,910
 - b. Alternates included in the GMP- \$ 359,645
 - c. Final DD Budget Estimate - \$ 16,000,000
 - d. Total of Budget Reduction - \$ 793,735
 - e. 5% Reduction in Budget
- 2) Schedule
- a. Previous duration of Construction Schedule at end of DD – 14 months
 - b. GMP Construction Scheduled proposed by CM/GC – 14 months
 - c. Included Alternates and Absorbed Design Delays to maintain project start and completion dates.
- 3) Quality
- a. 77 Constructability/Scope Review Comments on Documents
 - b. No reduction in target building program or bed count

COCC NEW RESIDENCE HALL

GMP CONTRACT SUMMARY

Fast Facts:

- Current Budget Status:
 - Estimate Subtotal = \$ 15,120,910
 - Design and Estimating Contingency = \$ 400,000
 - Preconstruction Fee = \$ 45,000
 - **GMP ESTIMATE TOTAL = \$ 15,565,910**
- Value of Bid Alternates Accepted - \$ 359,645
- Percentage of Local Subcontractor/Supplier Participation – over 65%
- Current Schedule :
 - Construction Start Date - April 14th, 2014
 - Construction Substantial Completion Date – June 12, 2015

SCHEDULE OUTLINE:

- 1/22/14 COCC Board Meeting – Notice To Proceed to Mahlum/Lewis
- 3/6/14 Permit Documents Submitted to City of Bend
- 4/11/14 Site/Structural Foundation Permit Received
- 4/14/14 Construction Starts
- 5/23/14 Remaining Building Permit Received
- 6/12/15 Construction Substantial Completion

Exhibit: 9.a
January 22, 2014
Approval ____ Yes ____ No
Motion: _____

Central Oregon Community College
Board of Directors
RESOLUTION

Prepared by: Kevin E. Kimball – Chief Financial Officer

A. Action Under Consideration

If the Board of Directors approves construction of the student housing project, this resolution authorizes, the issuance and sale of full faith and credit obligations (series 2014 for the Student Housing Project); designating an authorized representative; authorizing the execution and delivery of financing agreements and escrow agreements; and related matters.

B. Discussion/History

For many years, the College has been discussing and evaluating the construction of new student housing. If the College Board approves a motion to construct new student housing, the College will need funds for the construction. Student Housing is an enterprise activity and will be accounted for in the Enterprise Fund. All financing, construction and operating costs related to student housing will be accounted for discretely in the Enterprise Fund.

In prior years, several funding options have been discussed for student housing including general obligation bonds (GO bonds), full faith and credit obligations (FFCO), revenue bonds, certificates of participation, and multiple lease construct/operate options. The student housing financing considerations included cost, complexity, control, responsibility and liability. As student housing is an enterprise activity, revenue bonds were strongly considered. Recognizing that the College would support student housing, if necessary, and as it is less expensive to finance with FFCO, the Board has supported issuing FFCO to construct the new student housing.

Working with the attorneys that assisted the College in issuing 2010 GO Bonds, the firm of Hawkins Delafield & Wood LLP and College administration have prepared the attached resolution.

C. Options/Analysis

- 1) Approve the attached resolution authorizing the obligations, finance payments, designation of authorized representative, delegation of final terms and sale of obligations and additional documents, appointment of special counsel, reimbursement, and resolution to constitute contract.
- 2) Do not approve the attached resolution.

D. Timing

If the Board approves the construction of new student housing with an anticipated opening in the fall of 2015, construction will begin almost immediately. Consequently, the College would need to

obtain the appropriate funding. By approving this resolution, it is anticipated that bonds would be sold the first week in April and funding would be available by mid-April 2014.

E. Recommendation

BE IT RESOLVED that the Board of Directors does hereby approve the attached resolution 9.a Pgs.1-7, authorizing the issuance and sale of full faith and credit obligations (series 2014 for the Student Housing Project); designating an authorized representative; authorizing the execution and delivery of financing agreements and escrow agreements; and related matters.

F. Budget Impact

The 2013-14 budget is not impacted from the sale of bonds and already includes budget authority to begin construction of the new student housing project. The bond proceeds and student housing construction expenditures will be included in 2014-15 budget.

RESOLUTION NO. 9.A

A RESOLUTION OF CENTRAL OREGON COMMUNITY COLLEGE DISTRICT, OREGON AUTHORIZING THE ISSUANCE AND SALE OF FULL FAITH AND CREDIT OBLIGATIONS, SERIES 2014 FOR STUDENT HOUSING PROJECTS; DESIGNATING AN AUTHORIZED REPRESENTATIVE; AUTHORIZING THE EXECUTION AND DELIVERY OF FINANCING AGREEMENTS AND ESCROW AGREEMENTS; AND RELATED MATTERS.

WHEREAS, Central Oregon Community College District, Oregon (the "District") is authorized by the Oregon Constitution and Oregon Revised Statutes ("ORS") Section 271.390 to enter into loan or financing agreements to finance or refinance real or personal property and to authorize certificates of participation in the right to receive the payments due from the District under those financing agreements; and,

WHEREAS, the Board of Education of the District (the "Board") has authorized the construction of student housing facilities on the Bend campus, including related infrastructure, parking and supporting facilities (collectively, the "Projects"); and

WHEREAS, the Board hereby determines that the Projects are needed, and that it is desirable to finance the Projects in an amount not to exceed \$22,000,000 pursuant to ORS 271.390; and

WHEREAS, prior to the issuance of the financing agreements the District desires to incur, and has incurred, certain capital expenditures (the "Expenditures") with respect to the Projects from available moneys of the District; and

WHEREAS, the Board has determined that those moneys advanced to pay the Expenditures prior to the issuance of the financing agreements are available only for a temporary period and it is necessary to reimburse the District for the Expenditures from the proceeds of the financing agreements.

NOW, THEREFORE, the Board of Education of Central Oregon Community College District, in Crook, Deschutes, Jefferson, Klamath, Lake and Wasco Counties, Oregon, resolves as follows:

SECTION 1. AUTHORIZATION OF OBLIGATIONS.

The District authorizes the:

a. Issuance and Sale of Obligations. The District authorizes the issuance and sale of the Full Faith and Credit Obligations, Series 2014 (the "Obligations") of the District which shall be issued in one or more series and in an aggregate principal amount not to exceed \$22,000,000 to finance the Projects and to pay the costs related to the authorization, sale, issuance and delivery of the Obligations.

b. Financing Agreements. The District authorizes the execution and delivery of one or more financing agreements (the “Financing Agreements”) in forms satisfactory to the Authorized Representative, as defined herein.

c. Escrow Agreements. The District authorizes the execution and delivery of one or more escrow agreements between the District and the escrow agent (the “Escrow Agreements”), in forms satisfactory to the Authorized Representative, pursuant to which the escrow agent shall execute the Obligations representing the principal amounts payable under the Financing Agreements, and representing ownership interests in the finance payments due from the District under the Financing Agreements and evidencing the right of the escrow agent to receive the District’s finance payments under the Financing Agreements.

SECTION 2. FINANCE PAYMENTS.

The finance payments for the Obligations are payable from student housing revenues and the general non-restricted revenues of the District and other funds which may be available for that purpose, including any taxes levied within the restrictions of Sections 11 and 11b, Article XI of the Constitution of the State of Oregon. The obligation of the District to make payments is a full faith and credit obligation of the District, and is not subject to appropriation. The registered Owners (as defined herein) of the Obligations do not have a lien or security interest on the property financed with the proceeds of the Obligations.

SECTION 3. DESIGNATION OF AUTHORIZED REPRESENTATIVE.

The District hereby authorizes the College President, the Chief Financial Officer, or either of such officer’s designees (each, an “Authorized Representative”) to act on behalf of the District and determine the remaining terms of the Obligations as delegated in Section 4 below.

SECTION 4. DELEGATION OF FINAL TERMS AND SALE OF OBLIGATIONS AND ADDITIONAL DOCUMENTS.

The Authorized Representative is authorized, on behalf of the District, to:

a. deem final and authorize the distribution of a preliminary official statement for the Obligations, and authorize the preparation and distribution of a final official statement or other disclosure document for the Obligations;

b. publish a notice of sale, receive bids and award the sale of the Obligations to the bidder complying with the notice and offering the most favorable terms, select one or more underwriters, commercial banks or other investors and negotiate the sale of the Obligations with those underwriters, commercial banks or investors, if the Authorized Representative determines that it would be advantageous, the District may place the Financing Agreements with a commercial bank without issuing Obligations, may engage the services of a placement agent with regard to such placement, and may take any related actions as are authorized in this Resolution to be taken in relation to Obligations.

- c. establish the maturity and interest payment dates, dated date, principal amounts, optional and/or mandatory redemption provisions, interest rates, denominations, and all other terms under which the Obligations shall be issued, sold, executed, and delivered;
- d. appoint an escrow agent, registrar and paying agent for the Obligations;
- e. engage the services of financial advisors, trustees and any other service providers whose services are desirable for the financing and enter into related agreements with those service providers.
- f. negotiate the terms and approve of the Financing Agreements and the Escrow Agreements as the Authorized Representative determines to be in the best interest of the District, and to execute and deliver the Financing Agreements and the Escrow Agreements;
- g. determine whether the Obligations shall be Book-Entry certificates and take such actions as are necessary to qualify the Obligations for the Book-Entry System of DTC, including the execution of a Blanket Issuer Letter of Representations as necessary;
- h. seek to obtain a rating on the Obligations, if determined by the Authorized Representative to be in the best interest of the District;
- i. apply for municipal bond insurance for the Obligations, if determined to be in the best interests of the District, and expend proceeds to pay any insurance premiums and to execute and deliver any required insurance agreement;
- j. approve, execute and deliver Continuing Disclosure Certificates pursuant to SEC Rule 15c2-12, as amended (17 CFR Part 240, § 240.15c2-12), and undertake to provide continuing disclosure for the Obligations ;
- k. determine whether the interest component of finance payments payable under the Financing Agreements will bear interest that is excludable from gross income under the Internal Revenue Code of 1986, as amended (the “Code”), or that is includable in gross income under the Code. If a Financing Agreement bears interest that is excludable from gross income under the Code, the Authorized Representative may enter into covenants to maintain the excludability of interest from gross income. If the federal government approves subsidy payments for municipal bonds and those subsidies are estimated to reduce the net debt service payments under the Financing Agreements, the Authorized Representative may structure the Financing Agreements and the Obligations so that they are eligible for those federal subsidies, and may enter into related covenants.
- l. designate one or more Financing Agreements as “qualified tax-exempt obligations” pursuant to Section 265(b)(3) of the Code, if applicable;
- m. make any clarifying changes or additional covenants not inconsistent with this Resolution; and

n. execute and deliver certificates specifying the action taken pursuant to this Resolution, and any other documents, agreements or certificates that the Authorized Representative determines are necessary and desirable to issue, sell and deliver the Obligations in accordance with this Resolution.

SECTION 5. APPOINTMENT OF SPECIAL COUNSEL.

The District appoints Hawkins Delafield & Wood LLP, as Special Counsel to the District with respect to the Obligations.

SECTION 6. REIMBURSEMENT.

The District hereby states its intention and reasonably expects to reimburse Expenditures of the Projects paid prior to the issuance of the Financing Agreements and the Obligations with proceeds of the Financing Agreements and Obligations. This is intended to serve as official action of the District in order to comply with Treasury Regulation Section 1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of Expenditures of the District incurred prior to the date of issue of the Financing Agreements and Obligations.

SECTION 7. RESOLUTION TO CONSTITUTE CONTRACT.

In consideration of the purchase and acceptance of any or all of the Obligations by those who shall own the same from time to time (the "Owners"), the provisions of this Resolution shall be part of the contract of the District with the Owners and shall be deemed to be and shall constitute a contract between the District and the Owners. The covenants, pledges, representations and warranties contained in this Resolution or in the closing documents executed in connection with the Obligations, including without limitation the District's covenants and pledges contained in Section 2 hereof, and the other covenants and agreements herein set forth to be performed by or on behalf of the District shall be contracts for the equal benefit, protection and security of the Owners, all of which shall be of equal rank without preference, priority or distinction of any of such Obligations over any other thereof, except as expressly provided in or pursuant to this Resolution.

ADOPTED, SIGNED AND APPROVED this 22nd day of January, 2014.

CENTRAL OREGON COMMUNITY COLLEGE
DISTRICT, OREGON

Bruce Abernethy, Board Chair

Attest:

James E. Middleton, President

Central Oregon Community College
Board of Directors

BUDGET COMMITTEE VACANCY

Prepared by: Ron Paradis for Tony Dorsch and Laura Cooper

A. Action Under Consideration

The Board of Directors has the responsibility to appoint members of the COCC Budget Committee. The Zone 3 position (Redmond area) is currently vacant.

B. Discussion/History

Advertisements were placed in The Redmond Spokesman and The Bulletin seeking candidates for the Budget Committee to represent Zone 3. Following that, Tony Dorsch and Laura Cooper met on Dec. 19 and interviewed Dr. Al Jamison.

C. Recommended Candidate

The Committee recommends candidate **Al Jamison**. Dr. Jamison is retired after a successful career in higher education. He spent his last 15 years at Washington State University, as faculty member in the department of education, and as an administrator – including serving as Interim Vice President for Student Affairs.

D. Timing

Appointment at this time would allow Dr. Jamison to learn about the College and the budget process prior to the start of the formal budget process, which begins in March 2014.

E. Recommendation

Appoint Al Jamison to the Budget Committee representing Zone 3 through June 30, 2015.