

**OREGON COAST COMMUNITY COLLEGE
BOARD OF EDUCATION SPECIAL MEETING
Wednesday, February 28, 2024, 6:00pm
North County Center, Room 108bhvh
3788 SE High School Drive
Lincoln City, OR 97367**

Zoom Meeting ID: 970 6305 2569

<https://oregoncoast.zoom.us/j/97063052569>

Special Meeting and Public Hearing

A. Call to Order

a. Board roll call

Chair Rich Emery called the meeting to order at 6:00pm. The meeting was held in a hybrid format with attendees both in-person and virtual via Zoom. Board members in attendance: Chair Rich Emery, Vice-Chair Debbie Kilduff, Paul Schuytema, Marion Mann, Bud Shoemake, and Alison Nelson-Robertson. Chris Chandler was Excused.

b. Announcement by Chair Emery

Chair Emery announced, "Per OCCC Board Policy 6340 Bids and Contracts, *The OCCC Board of Education acts as the College's Local Contract Review Board*, we are convening tonight in that capacity."

c. Introduction of staff

President Ryslinge welcomed OCCC staff in attendance: Dave Price (VP of Engagement), Dr. Andres Oroz (VP of Student Affairs), Lori Templeman (Executive Assistant to the Board and President), Chris Rogers (Director of Facilities & Safety), Joy Gutknecht (Director of HR), and Spencer Smith (Director of IT).

Ryslinge also welcomed community member Brian Hardebeck from Otak Engineering.

The team presenting on the re-roof project was introduced:

- Peter Gintner, Attorney-at-Law - Macpherson, Gintner and Diaz
- Chris Walkup, Principal - GLAS Architects, LLC
- Dr. Birgitte Ryslinge - OCCC President
- Robin Gintner - OCCC VP of Administrative Services
- Chris Rogers -OCCC Director of Facilities and Safety

Ryslinge provided an overview of the OCCC Central Campus Repair and Reroof project. OCCC desires to repair damage due to water intrusion and install a new roof system at the OCCC Central Campus building. The expected project completion date is September 6, 2024.

B. Public Hearing on creation of exemption from competitive bidding requirements for public improvement contract: the reroofing of Central Campus

a. Findings of Fact – Chris Walkup, GLAS Architects

Chris Walkup from GLAS Architects described the recommended process to ensure a smoother construction process and accurate budgeting. The Findings of Fact recommends using a Construction Manager/General Contractor (CM/GC) to oversee subcontractors and ensure quality and cost effectiveness. Walkup also emphasized the need for value engineering to identify cost-effective alternatives and the flexibility to disqualify incomplete bids. Walkup emphasized the specialized expertise that will be required due to the unique environmental considerations for construction on the Oregon Coast.

b. Questions and Discussion from Board

Mann raised concerns about the roof project's urgency and the potential for labor cost savings. Walkup explained that cost savings would come from the contractor's expertise in providing feedback on the design documents to optimize efficiency and cost effectiveness.

Ryslingle addressed the urgency question. The roof has been problematic since its installation, and efforts have been made to work with manufacturers and extend its lifespan. The current Director of Facilities, Chris Rogers, has been working with manufacturers to address these issues and extend the life of the roof. However, the roof is now in need of replacement, which is currently roughly estimated to cost around 2.5 million dollars. The facility maintenance plan had been to include the replacement roof in the near future through a successful bond. Recent weather events have further impacted the roof, and now posing risk to the building infrastructure. Waiting to address the issue would increase potential damage and costs. Therefore, President Ryslingle is strongly recommending to move forward now with the roof replacement to mitigate these risks.

The possibility of incorporating solar or other alternatives into the project was raised. Ryslingle noted the priority of ensuring the roof is replaced, and that currently fiscal resources are limited to what's absolutely necessary. She will check with the roofing specialists and Energy Trust of Oregon as to any other opportunities related to solar. The Board discussed alternative energy possibilities and noted some design elements of the proposed metal roof.

c. Call for Public Comment

Chair Emery opened the Public Hearing and called for public comment on the OCCC Roof Project. Community Member Brian Hardebeck commented to ask about the intended warranty period for the roof. There was no other public comment and Chair Emery closed the Public Hearing.

C. Construction Manager/General Contractor (CM/GC)

a. Overview – Chris Walkup

Walkup outlined the next steps in selecting a construction management firm, which included publishing a request for proposals and giving prospective firms a couple of weeks to prepare their proposals. The proposals will be scored based on criteria to be determined, and interviews may be conducted if necessary. The goal is to award a contract by the April board meeting. Mann inquired about the specifics of the request for proposal, and Walkup clarified that this RFP stage is to identify a recommended Construction Manager/General Contractor (CM/GC) based on alignment with the scoring criteria. He further explained the process of determining the total project price, which won't be available until late May when a Guaranteed Maximum Price (GMP) is issued.

b. Questions and Discussion from Board

There was a discussion about the CM/GC process and the formation of a Roof Contract Committee. Walkup expressed a preference for a Board member with experience with the CM/GC process or construction to be involved on the Committee. Shoemake suggested the possibility of using local experts or even community members for the project, to which Pete Gintner confirmed that it was possible to have other people on the committee.

D. Action Items

a. Accept findings of fact exempting the re-roof project from the standard competitive bidding requirements and adopting the CM/GC method of solicitation

Nelson-Robertson moved to Accept findings of fact exempting the re-roof project from the standard competitive bidding requirements and adopting the CM/GC method of solicitation. Mann seconded. All present voted in favor. **Motion carried.**

b. Instruct staff to use CM/GC method of solicitation for the re-roof project

Schuytema motioned to Instruct staff to use CM/GC method of solicitation for the re-roof project. Nelson-Robertson seconded. All present voted in favor. **Motion carried.**

c. Delegate authority to President to create a Roof Contract Committee

Nelson-Robertson moved to delegate authority to the President to create a Roof Contract Committee which will:

- Develop criteria/scoring system to apply to the RFP responses
- Interviews the proposers
- Recommends to the Board the successful proposer

Kilduff seconded. All present voted in favor. **Motion carried.**

E. Adjournment

Emery adjourned the meeting at 6:45pm.

OCCC Board meetings are held in accordance with open meeting laws and with accessibility requirements. If a person with a disability needs assistance to participate in a meeting, please notify the President's Office at (541) 867-8532 at least 48 hours in advance. A sign-up sheet for those who wish to offer comments or testimony on any item will be available at the entrance.

Minutes submitted by: Executive Assistant, Lori Templeman

Approved by:



Birgitte Ryslinge, PhD
Clerk of the Board