



Notice of Public Meeting

Pursuant to O.R.S. §192.640, legal notice is hereby given to the members of the Tillamook Bay Community College Board of Education (Board) and to the general public that the Board will hold a meeting open to the public on Monday, November 21, 2005, at 6:30 p.m., in Room Eight, First St. Campus, 2510 First St., Tillamook, Oregon, 97141.

A copy of the agenda for the meeting will be available beginning Thursday, November 17, 2005, after 9:00 a.m. at the Office of the College President, Tillamook Bay Community College, First St. Campus, 2510 First St., Tillamook, Oregon 97141.

Agenda items include an Invitation for Public Comment, Awarding Contract of Administrative Remodel, Business Meeting, Announcements and General Information. The Board reserves the right to change the order of items on the agenda.

The Board Meetings are held in accordance with open meeting laws and accessibility requirements. If a person with a disability needs assistance in order to attend or participate in a meeting, please notify Board Secretary, Sue Owens, at (503) 842-8222, Ext. 159, at least 48 hours in advance.

Pursuant to O.R.S. §192.660, the Board may, upon a vote of a majority of the members constituting a quorum, elect to go into Executive Session, which will not be open to the public.

DATE NOTICE PUBLISHED: Wednesday, November 16, 2005

TIME NOTICE PUBLISHED: 9:00 a.m.

ATTEST:

RALPH ORR - PRESIDENT
TILLAMOOK BAY COMMUNITY COLLEGE

Notice
Distribution

1. TBCC BOARD OF EDUCATION MEMBERS
2. HEADLIGHT-HERALD NEWSPAPER
3. NORTH COAST CITIZEN NEWSPAPER
4. KTIL/KMBD RADIO
5. COAST 105 RADIO
5. TBCC WEB SITE
6. TBCC ADMINISTRATORS AND STAFF
7. TBCC FACULTY SENATE PRESIDENT
8. PORTLAND COMMUNITY COLLEGE PRESIDENT & LIAISON
9. ESD ADMINISTRATOR
10. OCCA EXECUTIVE DIRECTOR
11. PUBLIC BUDGET COMMITTEE

Tillamook Bay Community College

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Board of Education Meeting Agenda

Date:
November 21, 2005

TBCC First St. Campus – Room Eight
2510 First St., Tillamook, Oregon 97141

Time:
6:30 p.m.

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order • Acknowledge Guests -----	Chairman Weitman
2.	Approval of the Agenda -----(Action)	Chairman Weitman
3.	Invitation of Public Comment ----- Available at both the beginning and end of the meeting is an opportunity for the public to comment on any issue within the jurisdiction of the Tillamook Bay Community College Board of Education. The Board Chair may determine reasonable time, space and manner limitations. At the conclusion of public comment, individual members of the Board may respond to comments made by those who have addressed the Board, may ask staff to review a matter, or may ask that a matter be put on a future agenda.	Chairman Weitman
4.	Old Business: A. First St. Campus Remodel -----(Action) B. Board Workshop Scheduling -----(Action)	Dean Ellison President Orr
5.	Invitation of Public Comment -----	Chairman Weitman
6.	Board Member Discussion Items -----	Chairman Weitman
7.	Adjournment----- (Action)	Chairman Weitman



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First St. Campus Remodel

RECOMMENDATION

Approval of the following three motions:

1. A motion to authorize President Orr to proceed to contract for the remodeling of First St. Campus Administrative, Student Lounge, and Employee Break Room areas.
2. A motion to authorize President Orr to enter into a contract with First Cascade Corporation to complete the First St. Campus Administrative, Student Lounge, and Employee Break Room remodeling project; and
3. A motion that under provisions of ORS 279B.065 and ORS 279B.070, the Board authorize President Orr to follow small and intermediate procurement rules for the acquisition of furniture and equipment for the First St. Campus Administrative, Student Lounge and Employee Break Room areas.

BACKGROUND INFORMATION----- Dean Ellison

A memo is attached providing detailed information and Dean Ellison will be available to answer questions.



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18 November 2005

To: Ralph Orr, President
Tillamook Bay Community College
2610 First Street
Tillamook, Oregon 97141

From: Ron Ellison, Dean
Administrative Services
Tillamook Bay Community College

Subject: Recommendation to Contract for the remodel of Administrative Offices, Student Commons and Staff Break Area

In the matter of the subject capital improvement, I recommend the following:

that on behalf of Tillamook Bay Community College, you as the President,

1. request authorization from the TBCC Board of Education to proceed to contract for the remodel of selected areas of the First Street Campus, and,
2. recommend that the Board, in its role as the College's Contract Review Board (Board Policy Article 106, ORS 279.055), award the contract to First Cascade Corporation, the lowest responsible bidder, as the general contractor for this project based on a review of the competitive bids received and summarized below, and,
3. request that the Board affirm that pursuant to ORS 279B.065 and ORS 279B.070, acquisition of office furniture and equipment related to this remodeling project will be contracted for separately and will follow rules for small (for contracts less than \$5,000) and intermediate (for contracts greater than \$5,000 and less than \$150,000) procurements as necessary. Furniture acquisition is estimated to cost between \$55,000 and \$70,000 based on quotes received from several vendors.

The recommendation that First Cascade Corporation be awarded the Administrative Office Remodeling contract follows the bidding process outlined by state statute and a review of the competitive bids received.

For your information, the bids received for the goods and services that are to be provided for this project are summarized below:

Contractor	Complete Bid Docs Rec'd	Bid Security	Responsible Contractor	Lump Sum Bid
<i>Recommended Awardee</i>				
First Cascade Corporation	Yes	Yes, 5%	Yes	\$115,444
Interwest Construction	Yes	Yes, 5%	Yes	\$119,743
Howard S. Wright Construction	Yes	Yes, 5%	Yes	\$199,923

Per state statute, a notice of intent to award will be issued shortly and actual contract award will follow. Detailed project planning and schedule development will commence immediately between the College, the architects and general contractor. As currently planned, project start is scheduled for early December 2005 and final completion is scheduled for early February 2006.

Board Workshop Scheduling

RECOMMENDATION

Approve date for Board Workshop on the topic of the Bond Campaign.

BACKGROUND INFORMATION----- President Orr

The following dates are proposed for a Board workshop to prepare further for the spring 2006 Bond Campaign. Participation by all members of the Board is the goal.

Monday, December 12, 2005 – 6:30 p.m.

Monday, January 9, 2006 (regular board meeting date) – 4:00 p.m. (followed by dinner & regular board meeting)

Monday, January 23, 2006 – 6:30 p.m.



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