

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of October 14, 2008**

ITEM # 20

**ITEM TITLE:**

Consider Ratification of Change Order No. 1, Roof Replacement and Repairs at Merritt College – Building E, State Roofing Systems

**SPECIFIC BOARD ACTION REQUESTED:**

Ratification is requested for Change Order No. 1 to the contract with State Roofing Systems for the Roof Replacement and Repairs at Merritt College – Building E, in the amount of \$3,115.

**ITEM SUMMARY:**

On April 22, 2008, this Board awarded a contract to State Roofing Systems for the Roof Replacement and Repairs at Merritt College – Building E. Ratification is now requested for Change Order No. 1 in the amount of \$3,115, which is 2.5% of the original contract amount (\$125,000).

**BACKGROUND/ANALYSIS:**

During the course of the contractor's work, upon stripping off the existing roof, rotting wood was found around one drain and in the southeast corner of the roof deck. The cost to repair this before the new roof was installed was \$3,115. This change has been reviewed and approved by the project consultant and the General Services Department. It was necessary for the contractor to perform this work so that the schedule would not be delayed and the sequencing of the work would not be affected. In accordance with Board Policy 6.83, approval was requested from the Chancellor for the change order work, and Change Order No. 1 is now brought before the Board for ratification. The changes are further described in the attachment.

**ALTERNATIVES/OPTIONS:**

Not applicable.

**EVALUATION AND RECOMMENDED ACTION:**

Ratification is recommended for Change Order No. 1 to the contract with State Roofing Systems for the Roof Replacement and Repairs at Merritt College – Building E, in the amount of \$3,115.

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):**

Measure E.

**OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):**

Yes \_\_\_\_\_ No  X

**COMMENTS:**

No additional comments.

**WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?**

Vice Chancellor Ikharo

**DID A BOARD STANDING COMMITTEE RECOMMEND THE ITEM? Yes \_\_\_\_\_ No X \_\_\_\_\_**

**IF "YES", PLEASE INCLUDE THAT INFORMATION IN YOUR SUMMARY.**

**PLEASE ACQUIRE SIGNATURES IN THIS ORDER:**

**DOCUMENT PREPARED BY:**  
Prepared by: Sadiq B. Ikhano Date: October 14, 2008  
Dr. Sadiq B. Ikhano  
Vice Chancellor of General Services

**DOCUMENT PRESENTED BY:**  
Sadiq B. Ikhano Date: October 14, 2008  
Dr. Sadiq B. Ikhano  
Vice Chancellor of General Services

**FINANCE DEPARTMENT REVIEW**  
 Finance review required  Finance review *not* required  
If Finance review is required, determination is:  Approved  Not Approved  
If not approved, please give reason: \_\_\_\_\_  
Signature: Thomas Smith Date: 10.7.08  
Thomas Smith  
Vice Chancellor for Finance and Administration

**GENERAL COUNSEL (Legality and Format/adherence to Education Codes):**  
 Legal review required  Legal review *not* required  
If Legal review is required, determination is:  Approved  Not Approved  
Signature: Thuy T. Nguyen Date: 10/7/08  
Thuy T. Nguyen, General Counsel

**CHANCELLOR'S OFFICE APPROVAL**  
 Approved, and Place on Agenda  Not Approved, but Place on Agenda  
Signature: Elihu Harris Date: 10/6/08  
Elihu Harris, Chancellor

# PERALTA COMMUNITY COLLEGE DISTRICT

Office of General Services • 333 East 8th Street Oakland, California 94606 • Phone 510/466-7200 • Fax 510/466-7315

## CHANGE ORDER NO. 1

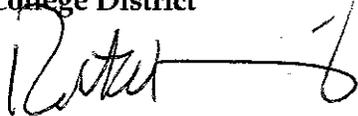
<b>PROJECT:</b> Roof Replacements, Merritt E  <b>OWNER:</b> Peralta Community College District <b>CONTRACTOR:</b> STATE ROOFING SYSTEMS, INC.	<b>DATE:</b> 9/30/08 <b>DSA FILE NO.:</b> N/A <b>DSA APP NO.:</b> <b>PCCD PROJECT #:</b> <b>PROJECT MANAGER:</b> R. Beckwith
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The Contractor is authorized to make the changes listed in the **Summary** and described in **Change Order Attachment** when this Change Order has been approved.

Original Contract Sum.....\$ \$ 125,000.00 \_\_\_\_\_  
 Net Change by previously authorized Change Orders.....\$ \$ 0.00 \_\_\_\_\_  
 The Contract sum prior to this Change Order was.....\$ \$ 125,000.00 \_\_\_\_\_  
 The Contract sum will be increased/decreased by this Change Order.....\$ \$ 3,115.00 \_\_\_\_\_  
 The New Contract Sum including this Change Order will be.....\$ \$ 128,115.00 \_\_\_\_\_  
 Change Order as a percentage of contract including this Change Order: 2.1%  
 The Contract is changed by 0 Days

**Contract completion date as of this Change Order therefore is:** Due to the necessity to complete this roof replacement project prior to the start of the fall semester, the inability to have known about the existing roof rot and our consultant's confirmation of these requirements, this additional task has already been completed.

**Summary reference attached items P.C.O. 1**

<b>Approved: Architect of Record</b>  Richard Egan, Consultant (see attached 6/25/08 email)  <hr style="width: 80%; margin-left: 0;"/> Date: 9/30/08	<b>Approved: General Contractor</b>  State Roofing, contractor (see attached 8/20/08 Change Order Request)  <hr style="width: 80%; margin-left: 0;"/> Date: 9/30/08	<b>Approved: Peralta Community College District</b>   <hr style="width: 80%; margin-left: 0;"/> Director of Facilities & Operations  Date: 9/30/08
<b>Approved: Electrical or Structural Engineer</b>  N/A  <hr style="width: 80%; margin-left: 0;"/> Date: N/A	<b>Approved: Mechanical Engineer</b>  N/A  <hr style="width: 80%; margin-left: 0;"/> Date: N/A	<b>Approved: Div. of the State Architect</b>  N/A  <hr style="width: 80%; margin-left: 0;"/> Date: 10-7-08

**STATE ROOFING SYSTEMS, INC.**

15444 Hesperian Blvd.  
 San Leandro, CA 94578-3959  
 CA LIC. #417692

(510) 317-1477  
 (510) 317-1470 FAX

**CHANGE ORDER**

Number 01

TO Peralta Community College District  
333 East 8th Street  
Oakland, CA 94606

Attn: Robert Beckwith

PHONE 510-466-7269	DATE 8/20/08
JOB NAME / LOCATION Peralta Community College District / Merritt College	
12500 Campus Drive	Bldg. E Oakland, CA
JOB NUMBER 080178*	PURCHASE ORDER NUMBER
EXISTING CONTRACT NO.	DATE OF EXISTING CONTRACT

We hereby agree to make the change(s) specified below:

**Change Order 01: Deck Rot and Purchase of New Drain**

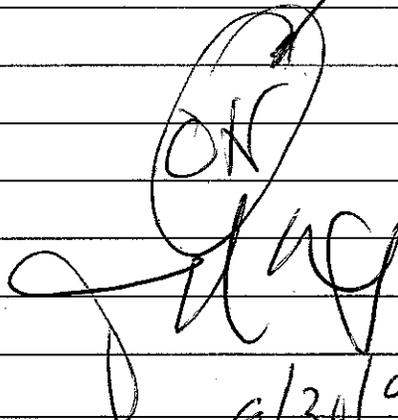
Remove and Replaced Rotten Deck Wood

Purchase New Zurn Drain

Labor \$ 2,196.00

Materials \$ 919.00

**Total \$3,115.00**

*OK*  
  
 9/30/08  
 RICH EGAN, CONSULTANT

NOTE: This Change Order becomes part of and in conformance with the existing contract.

**WE AGREE** hereby to make the change(s) specified above at this price ⇒

DATE 8/20/08	PREVIOUS CONTRACT AMOUNT	\$ 3,115
AUTHORIZED SIGNATURE (CONTRACTOR) <i>Dana Martinez</i> Dana Martinez	REVISED CONTRACT AMOUNT	258,000
		261,115

**ACCEPTED** - The above prices and specifications of this Change Order are satisfactory and are hereby accepted. All work to be performed under same terms and conditions as specified in original contract unless otherwise stipulated.

Date of acceptance \_\_\_\_\_  
 Signature \_\_\_\_\_  
 (OWNER)