

**Board of Trustees Agenda Report**

**For the Trustee Meeting Date of November 18, 2008**

**ITEM TITLE:**

Consider Approval of Resolution 08/09-25, Accept Bid and Award Contract, Fabrication and Installation of District-Wide Interior and Exterior Signage and Wayfinding Signage (Bid No. 08-09/15)

**SPECIFIC BOARD ACTION REQUESTED:**

Approval of Resolution 08/09-25, Accept Bid and Award Contract, Fabrication and Installation of District-Wide Interior and Exterior Signage and Wayfinding Signage (Bid No. 08-09/15), to the contractor that will be recommended to the Board by the Administration at the Regular Board meeting.

**ITEM SUMMARY:**

This project involves the removal of existing signs and the fabrication and installation of a comprehensive signage and wayfinding program for all District-Wide campuses and support facilities and the District Administrative Complex. The scope of work includes all regulatory and code signage, interior wayfinding signage, and exterior wayfinding signage. The selected contractor will work directly with the District to define final locations and messaging and the creation of final artwork for all sign types. All permitting, structural, mechanical and electrical design will be the responsibility of the selected contractor.

A formal bid was conducted for the project (08-09/15) and a bid opening will be held on November 13, 2008. Information on the bid results and the recommended bidder will be available to the Board and the public on the evening of the Board meeting. It is critical to expedite the award and begin the project implementation as soon as possible, as there are legal implications that need to be met by the District.

**BACKGROUND/ANALYSIS:**

Bid information for this project was published in newspapers of general circulation and ethnic publications reflecting the diversity of the market area. Bid information was sent to all Chambers of Commerce within the market area to disseminate to their constituency, local plan rooms and associated contractor subscription services.

This project will provide campus signage in accordance with the Peralta Community College District Signage Standards Manual. The Signage Standards Manual was developed with the intention of conveying a consistent and unified image that reflects the organization's role in instilling academic excellence throughout its student constituency. The resulting signage is expected to serve as a valuable communication tool that enhances the everyday experience of students, teachers, and visitors alike. Additionally, the standardization of signage according to the

manual will reduce the burden on campus facility managers responsible for signage specifications. By streamlining the process, specifying new and replacement signage becomes less time and cost intensive. The manual was created to establish a PCCD system for multiple campus sign installation guidelines. Developed for the variety of site conditions and architectural environments across the Peralta Community College District, the signage manual presents standards that offer a high degree of flexibility while allowing a recognizable Peralta Community College District visual image to emerge at each campus. The signage standards presented in the manual conform to Title III ADA requirements and California Building Code regulations (and their judicial interpretations) as of the publication date of the manual.

**ALTERNATIVES/OPTIONS:**

Not applicable.

**EVALUATION AND RECOMMENDED ACTION:**

Approval of Resolution 08/09-25, Accept Bid and Award Contract, Fabrication and Installation of District-Wide Interior and Exterior Signage and Wayfinding Signage (Bid No. 08-09/15), to the contractor that will be recommended to the Board by the Administration at the Regular Board meeting.

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

Measure A, as approved by the voters in Peralta's constituency and authorized under Resolution 05/06-45, Exhibit A-1, District-Wide Projects, "Communication, bell and fire alarm systems."

**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 Ikhara

**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. Ikharo Date: 11-07-08  
Dr. Sadiq B. Ikharo  
Vice Chancellor of General Services

**DOCUMENT PRESENTED BY:**

Sadiq B. Ikharo Date: 11-07-08  
Dr. Sadiq B. Ikharo  
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: \_\_\_\_\_ Date: \_\_\_\_\_  
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: \_\_\_\_\_ Date: \_\_\_\_\_  
Thuy T. Nguyen, General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

Approved, and Place on Agenda  Not Approved, but Place on Agenda

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Elihu Harris, Chancellor