

**PERALTA COMMUNITY COLLEGE DISTRICT  
Board of Trustees Agenda Report  
For the Trustee Meeting Date of December 9, 2008**

ITEM # 29

**ITEM TITLE:**

Consider Approval of Amendment One to Agreement for DSA Inspector of Record with Alisha R. Jensen for the Beginner's Inn Culinary Kitchen Dining Room

**SPECIFIC BOARD ACTION REQUESTED:**

Approval is requested for an amendment to the agreement for DSA inspector services with Alisha R. Jensen for the Beginner's Inn Culinary Kitchen Dining Room, in the amount of \$13,440.

**ITEM SUMMARY:**

The services to be provided as DSA Inspector of Record include providing DSA Form 5 prior to the beginning of each project, on-site inspections, daily reports during construction for each project, adherence to all DSA regulations for accessibility, fire/life safety and structural compliance. Duties will also include, but not be limited to, a review of all contractor pay applications, provision of support and verified reports (DSA Form 6) for each completed project, and project closeout.

Alisha Jensen is currently providing inspection services for the Beginner's Inn Culinary Kitchen project. The amendment will add the DSA required inspection services for the Dining Room, at a fee of \$13,400. The fee is based on a fourteen-week construction schedule. Her original contract amount is \$192,000. Including this amendment, the total will be \$205,440.

**BACKGROUND/ANALYSIS:**

Under provisions of the California Code of Regulations and the Education Code, the State of California Division of the State Architect (DSA) reviews plans and oversees construction projects for community college districts to ensure that plans, specifications and construction comply with the State building codes (Title 24 and California Building Codes (CBC)). For each project subject to DSA review, a qualified and certified inspector must be hired by the District and approved by DSA.

**ALTERNATIVES/OPTIONS:**

Not applicable.

**EVALUATION AND RECOMMENDED ACTION:**

Approval is recommended for an amendment to the agreement for DSA inspector services with Alisha R. Jensen for the Beginner's Inn Culinary Kitchen Dining Room, in the amount of \$13,440.

**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, Laney College "Equipment, technology upgrades, and facility and classroom improvements for the college's following programs: Biology, Business, Chemistry, CIS, Culinary Arts, Dance, Environmental Control Technology, Foreign Languages, Geography, Math, Theater Arts, and Welding."

**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. Ikhano Date: 12-02-08  
Dr. Sadiq B. Ikhano  
Vice Chancellor of General Services

**DOCUMENT PRESENTED BY:**  
Sadiq B. Ikhano Date: 12-02-08  
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: 12.2.08  
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: 12/2/08  
Thuy T. Nguyen, General Counsel

**CHANCELLOR'S OFFICE APPROVAL**  
 Approved, and Place on Agenda  Not Approved, but Place on Agenda  
Signature: Elihu Harris Date: \_\_\_\_\_  
Elihu Harris, Chancellor

**Alisha R. Jensen**  
**121 Oak Ct. Hercules, Ca. 94547**  
**(510) 224-0807 Fax (510) 245-7076**  
**e-mail: Mathewnatalie@aol.com**

Peralta Community College District  
333 East 8<sup>th</sup> St.  
Oakland, Ca. 94606  
(510) 466-7344 Fax (510) 466-7315

Attn: Mr. Jeffrey Cook

Re: Proposal

The following is a proposal based on information provided by the District for the Dining Room Renovation at the Beginner's Inn Culinary Kitchen.

My services as District Project Inspector would include but are not limited to:

- \* Coordination with Contractor(s) for testing/inspection requirements.
- \* Weekly progress meetings
- \* Scheduling and overseeing of testing lab
- \* Underground Utilities
- \* Structural, Mechanical, Electrical, Plumbing, site work
- \* Documentation of all work performed, including daily reports, DSA semi monthly Reports, and photographic documentation.

Based on a 14 week construction schedule the following rates are submitted:

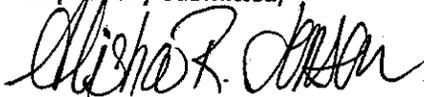
Regular hourly rate: \$80.00/hr  
Overtime rate (after 8 hours): \$120.00/hr (time and ½)  
Saturday rate: \$120.00 (time and ½)  
Sunday/Holiday rate: \$160.00/hr (double time)

All times are based on a 4 hour minimum, 8 hour minimum on Sundays and Holidays. Daily and semi monthly reports will be billed separate if accrued beyond the 4/8 hour work day. Attendance of progress meetings will be billed.

Based on an approximate 14 week schedule with a 4 hour work day 3 times a week the total estimated cost for this project is: \$13,440.00

This amount is subject to change with any extended hours/days required to complete the project. Your consideration for providing services for your project is appreciated.

Respectfully submitted,



Alisha R. Jensen