

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of March 26, 2013

ITEM #

ITEM TITLE:

Consider Approval of Amendment No. 1 to the Agreement with Salas O'Brien for Engineering Design Services for Merritt College Chiller Plant Project.

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested for Amendment No. 1 to the agreement for engineering services with Salas O'Brien for Engineering Design Services for Merritt College Chiller Plant Project, in the amount of \$48,000.00.

ITEM SUMMARY:

The following are reasons why additional services are needed from Salas O'Brien for the Merritt College Chiller Plant Project:

- Revisions to the site plan and utility location profiles, manhole relocation (MH-16), and elimination of manhole (MH-17) to accommodate the final building foot print, of the New Science and Allied Health and Building, planned for construction later this year.
- Additional surveying of existing utilities to facilitate relocation of piping and manholes outside the New Science and Allied Health Building. The existing survey map does not include data of existing utility infrastructures outside the facility.
- Reanalysis of design due to the Division of State Architect's (DSA) required test results. Contract documents specified a soil level compaction that could not be achieved in the field through soil testing. As a result, Salas O'Brien inquired from DSA for another alternative solution to achieve an acceptable soil level compaction. Also, additional analysis is needed on the low concrete strength poured in the trench to stabilize the underground utility lines. The low concrete strength did not meet the design requirements as specified in the construction drawing and specification.
- The original contract called for an overlapping of construction schedules with the Merritt College Electrical Connections for Building L at Merritt College. Salas O'Brien also performed Engineering Design Service for the District. Utilizing this vendor's engineering services for both Electrical and Chiller Plant Projects will lead to savings for the District.

Under this Amendment No. 1, Salas O'Brien will make revisions to the construction drawings because the location of the New Science and Allied Health Building was shifted from where it was indicated on the bridging documents. On the grading plan, the building is situated over the new chilled water piping. Salas O'Brien's scope of work will include but is not limited the following:

- Investigation of existing conditions, taking measurements and verifying as-built drawings furnished by the District
- Making measured drawings from field investigations
- Revising drawings made based on information from the Science and Allied Health Building Design team

- Providing structural engineering analysis of concrete and geotechnical substrate as required by DSA and testing laboratory.

Pursuant to the Public Contract Code (PCC) Section 20656, Board approval is necessary because the project cost exceeds the contract threshold of \$83,400. The Chancellor recommends approval.

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, Merritt College, ”Plumbing, Electrical, mechanical systems upgrades and improvements.”

BACKGROUND/ANALYSIS:

The District previously retained the services of an energy management consultant firm to provide a preliminary equipment assessment for the Merritt Chiller Plant. Based upon this assessment it was determined that the Chiller Plant would be the most efficient way to provide cooling for the existing Administration Building Q, Library Building L, and the proposed new Science and Allied Health Buildings. A request for Qualifications (RFQ No. 10-11/07) was conducted, six firms submitted proposals, and Salas O’Brien was selected.

The original agreement with Salas O’Brien, in the amount of \$499,000, was approved by the Board at the meeting of June 28, 2011. Including this amendment, the total agreement will be \$547,000 for all contracts.

DELIVERABLES AND SCOPE OF WORK:

Salas O’Brien will complete and provide the following deliverables:

- Investigation of existing conditions, taking measurements and verifying as-built drawings furnished by the District
- Making measured drawings from field investigations
- Revising drawings made based on information from the Science and Allied Health Building Design team
- Providing structural engineering analysis of concrete and geotechnical substrate as required by DSA and testing laboratory.

ANTICIPATED COMPLETION DATE:

The anticipated completion date for this project is June 30, 2014.

ALTERNATIVES/OPTIONS:

There is no responsible alternative to the approval of the amendment.

EVALUATION AND RECOMMENDED ACTION:

Approval is recommended for Amendment No. 1 to the agreement for Salas O’Brien for Engineering Design Services for Merritt College Chiller Plant Project., in the amount of \$48,000.00.

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

COMMENTS:

No additional comments.

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? Vice Chancellor Ikharo

(****Board contract approval is subject to negotiation and execution by the Chancellor.)

DOCUMENT PREPARED BY:

Prepared by: Dr. Sadiq B. Ikharo Date: March 19, 2013
Vice Chancellor of General Services

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Dr. Sadiq B. Ikharo Date: March 19, 2013
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: Ronald Gerhard Date: _____
Ron Gerhard, 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 Thi Nguyen Date: _____
Thuy Thi Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

____ Approved, and Place on Agenda
Agenda

____ Not Approved, but Place on

Signature: *José M. Ortiz* Date: _____
Dr. José M. Ortiz, Chancellor



March 15, 2013

Peralta Community College District

Department of General Services
333 East 8th Street
Oakland, CA 94606

Attention: Gary Banks, Facilities Project Manager

Subject: Request for Additional Services Proposal (ASP) No.1 for Merritt Infrastructure Project

Dear Gary,

This is a request for amendment to Merritt Infrastructure Project dated August 11, 2011. This amendment is for the following items:

Item 1:

Proceed with Additional Services for the Science Building Design Changes;

Background: The location of the Science building was shifted from where it was shown in the bridging documents. This is shown on the attached sketch and grading plan and shows the new location is over the new chilled water piping. In order to accommodate this shift, the scope of this change will include:

- 1) Revisions of site plan for relocation of MH-16 and elimination of MH-17,
- 2) Revision of underground utility profiles showing underground utility crossings.
- 3) Issue Field Instruction to contractor,

Note that this design change is expected to save construction cost.

Item No.01	\$17,500
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Item 2:

Proceed with additional services for the chilled water infrastructure schedule changes.

Background: The contract schedule had construction of the chilled water and infrastructure as occurring from 7/2012-2/2013 with close-out in March of 2013. Construction has not yet started. This resulted in the inability to combine any efforts with the electrical infrastructure work, as well as additional cost for labor.

Item No.02	\$12,000
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Item 3:

Proceed with additional structural and geotechnical scope as follows:

- Low concrete strengths. Structural effort expended to date evaluating and responding to low concrete strength tests: \$1,485.
- RFI-12: Re-analysis of the design based on the updated Geotechnical Report: \$2,900.

Item No.03	\$3,485
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Item 04:

Proceed with additional scope as follows:

- Complete the necessary underground survey associated with a lack of record drawings. Campus record drawings did not include the most westerly HHW loop. Extension underground surveying of all utilities ensued to determine as-built conditions.

Item No.04	\$15,015
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Additional Fee:

The overall additional fee shall be contracted on a Fixed Fee (FF) basis in the amount of \$48,000.00 per the additional Scope of Work listed above. Reimbursable expenses are included. This fee is based on the anticipated level of effort and the scope as we understand it. Fees for any changes in scope, beyond what is noted above, will be in addition to the above and shall not be charged without client authorization.

If you are in agreement, kindly sign this proposal where indicated and fax to 408-297-2995 *Attention Contracts* or by emailing it to contracts@salasobrien.com to serve as our notice-to-proceed until such time as board approval is received and a formal purchase order/contract can be obtained.

We thank you for this opportunity to be of service. Please do not hesitate to contact us with questions or comments.

Energetically Yours,
Salas O'Brien



John Salas, P.E.
Principal

Approved by: _____ **Date:** _____
Gary Banks, Facilities Project Manager

Cc: Chron 10200 (ASP 01 - Additional Services Proposal)

Client Project Number: _____
(If applicable, please provide your project number when you sign this agreement and return)

Salas O'Brien Internal Use Only

Items/Tasks	Amount	Status
Current Contract Total	\$481,250	Approved
Additional Services Proposal (ASP) No.1	\$48,000	Current Request
New Contract Amount	\$529,250	Pending Approval

CAPITAL PROJECTS



DEPARTMENT OF GENERAL SERVICES—PROJECT EVALUATION FORM

Vendor: Salas O'Brien

Vendor No.: _____

Date: March 19, 2013

This evaluation form is to be used by the Department of General Services and external Project Managers and Construction Managers to evaluate all projects including Consultants contracts.

The Department of General Services recognizes that Consultant cannot improve or sustain good performance without project-specific constructive feedback. This evaluation is to provide constructive feedback and will be kept on file for review for future consultant selection.

Interim evaluations are used to give timely performance feedback, and allows opportunity for performance modification to ensure the project's success.

Final evaluation is used for future Consultant selection, and helps the District's General Services Department develop and hire the best possible firms.

PROJECT INFORMATION

Project No:	DSA # 01-112534	Project Name: CHW Infrastructure Project (Chiller Project)	
Project Start Date:	March 19, 2013	Location of Project: Merritt College	% Complete: 85
Scope of Work: Alterations to Building F and Chilled water infrastructure with connections to Building L, and Building Q and the New Science and Allied Health Building.			
Type of Work:	Construction	Facilities Project Manager:	Gary Banks
Firm Name:	Salas O'Brien	Consultant Project Manager:	SGI Construction Management
Evaluation Date:	March 19, 2013	Evaluation Type: (Check one)	<input checked="" type="checkbox"/> Interim or <input type="checkbox"/> Final

RATING SYSTEM DEFINITIONS

Scale	Rating Name	Rating Description
5	Outstanding	Deliverables exceed standards with minimal District General Service's direction; seeks opportunities for self-improvement; models, coaches and inspires excellent service; owns project problems and offers analysis of resolution options.
4	Great	Deliverables exceed standards with some District General Service's direction; frequently checks in on status of service and provides consistent quality service; identifies project problems in advance and offers timely alternative options.
3	Good	Deliverables meet standards with some District General Service's direction; provides expected service and quality checks required by the contract; helps to analyze and resolve problems as they occur.
2	Improvement Needed	A comment is required. Deliverables eventually meet minimum standards with frequent District General Service's coaching required; provides mediocre service, rarely checking for feedback; unaware of problems until discovery by others, then provides weak solution analysis.
1	Unacceptable	A comment is required. Deliverables are substandard even with frequent District General Service's coaching; rarely provides expected service and no quality service checks are evident; unaware of problems until discovery by others, then unable to provide analysis or resolution options.

CAPITAL PROJECTS

GENERAL MANAGEMENT

Complete this section for all services

	<u>Score</u>	<u>Comment</u>
1) RESOURCES —Manages resources effectively including, sub-consultants, schedules meetings and provides progress reports, and milestones.	2	
2) QUALITY CONTROL —Provides quality control throughout the project. Follows the District's standards. Implements a quality control/assurance plan for the project.	3	
3) COMMUNICATION — Communicates effectively with the Project Team, Sub-consultants, Stakeholders, District Management, and at meetings.	3	
4) BUDGET —Manages budgets effectively. Brings projects in within budget. Reviews all invoices and makes sure proper scope of work is addressed on invoices, and submits invoices on time.	2	
5) MANAGEMENT —Manages the contract and modifications. Negotiates change orders in a fair collaborative and open manner.	3	
6) POLICY —Understands and conforms to the District's General Services policies, procedures, standards, manuals of instruction, and if applicable any State-Aid requirements.	3	
7) SCHEDULE —Develops and meets a realistic schedule for the project and scope of services.	2	
8) OPERATION —Reviews drawings/specifications and works with Project Manager to mitigate exposure to change orders. Understands the entire project scope and work to makes sure sub-consultants understand the scope.	3	
9) PROVIDES SOLUTIONS —Proposes innovative solutions to Design & Construction Challenges.	3	
10) TEAMWORK —Works effectively with project team members and stakeholders.	3	
TOTAL FOR GENERAL MANAGEMENT		

ENVIRONMENTAL SERVICES

Complete this section if this contract is for environmental services.

	<u>Score</u>	<u>Comment</u>
1) QUALITY —Prepares quality environmental documents.		
2) FOLLOWS THE LAW —Understands and conforms with state and local laws regarding environmental services.		
3) COLLEGE INVOLVEMENT —Involves the Colleges with regard to environmental issues. Makes sure Colleges are informed.		
TOTAL FOR ENVIRONMENTAL SERVICES		

CAPITAL PROJECTS

DESIGN SERVICE

Complete this section if this contract is for design services.

	<u>Score</u>	<u>Comment</u>
1) DESIGN PROCESS —Follows the District’s General Services Design Process and is knowledgeable of Federal/State/Industry design standards.	3	
2) DESIGN GOALS —Design to the District’s needs, and fulfills project mitigation commitments for any environmental, right of way, utility, etc. requirements.	3	
3) CONTENT SOLUTION —Design connects with the College values and the build environment. Design meets the Districts Standards.	3	
4) DELIVERABLES —Develops quality plans, specifications, estimates, reports, meeting minutes.	3	
5) INNOVATION —Delivers a product that effectively applies innovative solutions to project challenges within the project requirements (scope, schedule, and budget).	3	
6) OUTSIDE AGENCIES —Works effectively with State & Local Agencies.	3	
TOTAL FOR DESIGN SERVICES	17	

CONSTRUCTION ENGINEERING MANAGEMENT

Complete this section if this contract is for construction engineering management.

	<u>Score</u>	<u>Comment</u>
1) PARTNERS —Effectively partners with Contractor, District General Services, District Consultants (AOR, IOR), State (DSA), Local Agency, Utility Firms, and adjacent property owners to work solutions to Design & Construction Challenges.		
2) INSPECTION AND TESTING —Performs and documents in a timely manner quality materials testing and inspections consistent with District’s General Services standards.		
3) OVERSIGHT —Ensures Contractors complies with the construction contract.		
4) WORKING ENVIRONMENT —Monitors and supports a SAFE work environment for project personnel and the public.		
5) CONTRACT ADMINISTRATION —Provides timely and accurate contract administration. Processes change orders, and payments on-time, reviews project documentation.		
6) CLOSEOUTS —Provides timely and accurate closeout process with state and local agencies.		
TOTAL FOR CONSTRUCTION ENGINEERING SERVICES		

OVERALL EVALUATION COMMENTS/FEEDBACK

CAPITAL PROJECTS

Director of Capital Projects Comments/Feedback:

The designer overspent in the Design phase which affected his performance during the Construction Phase.

Facilities Project Manager Feedback:

How likely is it you will select this consultant for future projects?

Check One: Very Likely Likely Maybe Unlikely (Explain) Very Unlikely (Explain)

The designer overspent in the Design phase which affected his performance during the Construction Phase

Consultant Project Manager Comments/Feedback:

Not requested

Overall Evaluation Score:

17

APPROVAL SIGNATURES

1. Project Manager

X

Signature

Date

Print Name

Phone

2. Director of Capital Projects

X

Signature

Johnnie Fudge

Print Name

Date

510 466-7213

Phone

3. Vice Chancellor of General Services

X

Signature

Dr. Sadiq B. Ikharo

Print Name

Date

510 466-7336

Phone