

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of February 10, 2009

ITEM # 15

ITEM TITLE:

Consider Approval of Extension of Services for Facilities Planning Services, Scala Design and Development

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested for an extension of the contract for facilities planning services provided by Scala Design and Development, in the not-to-exceed amount of \$16,000.

ITEM SUMMARY:

DGS has advertised and is currently in the process of bringing this position in-house. The hiring process should be complete within the next few weeks. The fee for services is not-to-exceed \$16,000, including all reimbursable cost. The duration of the service period is until March 15, 2009, or until an in-house permanent new position is filled. Under this extension, Scala Design and Development will continue to provide in-house consultant services related to immediate planning activities that are required to develop implement and execute facilities improvement projects for the capital construction program. The services provided will include coordination for the Facilities Master Plan, coordination of Interim Housing during the renovation of District facilities, and project investigation. Other areas of service will include:

- Pre-construction budgets and schedules
- Site feasibility determinations
- Coordinate California Environmental Quality Act responses
- Local agency review
- Public/Private Partnerships

BACKGROUND/ANALYSIS:

Scala Design and Development is currently providing services under an independent contract in the amount of \$72,000. Including this extension, the total contract amount will be \$88,000 for a twelve-month period.

ALTERNATIVES/OPTIONS:

Not applicable.

EVALUATION AND RECOMMENDED ACTION:

Approval is recommended for an extension of the contract for facilities planning services provided by Scala Design and Development, in the not-to-exceed amount of \$16,000.

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, "Classrooms and facilities to enhance the community outreach capabilities of the District among the numerous ethnic communities living in and served by the District," *including all Measure A projects benefiting from such contract.*

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. Ikharo Date: 2-3-09
Dr. Sadiq B. Ikharo
Vice Chancellor of General Services

DOCUMENT PRESENTED BY:

Sadiq B. Ikharo Date: 2-3-09
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: Thomas Smith Date: 2-4-09
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: 2/5/09
Thuy T. Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: Elihu Harris Date: 2/3/09
Elihu Harris, Chancellor