

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of September 15, 2009

ITEM # 32

ITEM TITLE:

Consider Ratification of Amendment to Contract with Securitas for On-Site Security at the Berkeley City College Annex Facility

SPECIFIC BOARD ACTION REQUESTED:

Ratification is requested for an amendment to the contract with Securitas to provide on-site security services at the Berkeley City College Annex Facility, in the estimated amount of \$37,836 for a one-year period (\$1,081 per week or \$18,918 per semester).

ITEM SUMMARY:

As a result of the continued construction activities at Berkeley City College, classes have been displaced from the main building to an off-campus location serving as interim housing, Constitutional Square (identified as the Annex). Because many classes are held in the Annex with different faculty members and students entering and leaving during the day and evening, on-site security is a must. In addition, the entry immediately opens to a steep staircase which leads to the classrooms. Students with mobility issues require elevator assistance to access the classroom area. The elevator is located off a separate entry several doors down on Shattuck. The entry requires a special key access, and an operator who must use an additional key system in the elevator for access to the lower classroom area. This service will also be provided by Securitas. Because the services were required effective August 25, 2009, in time for the resumption of the Fall classes, it was necessary to approve this contract amendment during the Board recess period. Ratification of the amendment is now requested.

BACKGROUND/ANALYSIS:

The original contract with Securitas was approved at the Board meeting of July 11, 2007 for a three-year period beginning August 1, 2007, at a total price of \$513,723.24. A previous amendment included indemnity language, but did not increase the contract price.

ALTERNATIVES/OPTIONS:

Not applicable.

EVALUATION AND RECOMMENDED ACTION:

Ratification is recommended for an amendment to the contract with Securitas to provide on-site security services at the Berkeley City College Annex Facility, in the estimated amount of \$37,836 for a one-year period (\$1,081 per week or \$18,918 per semester).

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

Because the services are required for the interim housing necessitated by Measure A funded projects, the source of funding is Measure A, as approved by the voters in Peralta's constituency and authorized under Resolution 05/06-45, Exhibit A-1, Berkeley City College, "Equipment, technology upgrades, and facility and classroom improvements for the college's following programs and proposed programs: American Sign Language, Biotechnology, Business, Computer Information systems, Disaster Preparedness, Fine and Applied Arts, Global Studies, International Trade, Multimedia Arts, Social Services Paraprofessional, Travel and Tourism Industry, Foundations (Basic Skills), Network Administration, Teacher Preparedness, International Studies, and High School Honor's Courses (Advanced Placement)."

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

YES _____ No X

COMMENTS:

All Board recommended contracts are subject to negotiation and execution by the Chancellor.

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

DOCUMENT PRESENTED BY:
Sadiq B. Ikharo Date: 09-09-09
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: 9.8.09
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: 9/9/09
Thuy T. Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL
 Approved, and Place on Agenda Not Approved, but Place on Agenda
Signature: Elihu Harris Date: 9/8/09
Elihu Harris, Chancellor

MEMORANDUM

DATE: August 20, 2009

TO: Sadiq Ikharo
Vice Chancellor of General Services

FROM: Betty Inclan
President, Berkeley City College

SUBJECT: Safety and ADA need to be addressed without delay

We request that steps be taken to provide on-site security at our Annex facility beginning immediately. When the Annex lease was approved a few short weeks ago, needs assessment began to identify supports required for effective use of the space. In that process, the need arose for greater security than initially estimated. Steps were taken to arrange security under the existing contract for security services, but upon your advice we are following up with this memo to ensure the services can continue tomorrow and through the remainder of the semester.

As a result of the continuing construction activities at BCC, we have had to displace classes from the main building to an off-campus location, Constitution Square, which we are identifying as the Annex. The Annex is close in proximity to the main building, making it easy for instructors and students to move between the buildings for classes and appointments.

The space has some issues, however. The main entry opens directly off of Shattuck, and is located in an area frequented by individuals who create a risk of distress and/or danger for our students. The layout of the building does not provide a means for discouraging these non-student individuals from remaining inside the doorway or moving into the classroom-restroom-hallway areas. In addition, the entry immediately opens to a steep staircase which leads to the classrooms. Students with mobility issues or with concerns about steep stairways will require elevator assistance to the classroom area. The elevator is located off of a separate entry that is several doors down on Shattuck. That entry requires a special key access, and an operator who must use an additional key system in the elevator for access to the lower classroom area.

When the space was initially identified for a single cohort of students under the direction of one or two faculty, it was possible to arrange these services on an ad hoc basis with BCC main campus personnel. Now that the construction projects are demanding many separate classes be held in the Annex with different faculty members and students entering and leaving during the day and evening, on-site security is a must.

The cost of on-site security will be \$1081 per week, or \$18,918 per semester. In anticipation of extending the lease for spring semester, you may want to budget for the entire school year for a total of \$37,836. This also takes into consideration the ongoing construction and the need for swing space.

Thank you for your assistance in getting this done for our students and for BCC.