

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

ITEM # 28

ITEM TITLE:

Consider Approval of Change Order No. 1, Fabrication and Installation of District-Wide Interior and Exterior Signage and Wayfinding Signage, Garnett Sign Studio

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested for Change Order No. 1 to the contract with Garnett Sign Studio for the Fabrication and Installation of District-Wide Interior and Exterior Signage and Wayfinding Signage, in the amount of \$35,379.41.

ITEM SUMMARY:

On October 28, 2008, this Board awarded a contract to Garnett Sign Studio for the Fabrication and Installation of District-Wide Interior and Exterior Signage and Wayfinding Signage. The signage project was developed with the intention of conveying a consistent and unified image that reflects the District's role in instilling academic excellence throughout its student constituency.

Approval is now requested for Change Order No. 1 to the contract with Garnett Sign Studio, in the amount of \$35,379.41, which is 2.5% of the original contract amount (\$1,399,610). The project is 95% complete, which represents the removal, fabrication and installation of 8,000 individual signs and establishes the signage standardization for the District's multiple campus locations.

The change order work was requested by the District to address additional signage requirements, design fabrication changes and scheduling access for installation, which involved:

- Site survey of each college campus and District location to ascertain accurate information prior to the fabrication of external directory porcelain panels. Porcelain panels take eight weeks to manufacture.
- Survey of College of Alameda Building A to ascertain additional signage requirements, locations and access scheduling for the installation portion of the project. These signs were not part of the original bid scope of work, and required design and fabrication.
- Survey College of Alameda, Merritt and Laney to ascertain information, in conjunction with the college presidents and campus faculty, to accurately design directory maps. Because of the many new projects currently in design or under construction, the information needed was not readily available and difficult to access due to contractor activity.
- Additional signage to clearly reflect and identify directional instruction at the College of Alameda, and department identity and address at the District location to be included on four exterior porcelain panels.

BACKGROUND/ANALYSIS:

The changes have been reviewed by and approved by the signage consultant, the project manager and the Department of General Services. It has been determined that it will be in the best interests of the District and financially prudent to authorize the change order.

ALTERNATIVES/OPTIONS:

Not applicable.

EVALUATION AND RECOMMENDED ACTION:

Approval is recommended for Change Order No. 1 to the contract with Garnett Sign Studio for the Fabrication and Installation of District-Wide Interior and Exterior Signage and Wayfinding Signage, in the amount of \$35,379.41.

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:

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: 12-8-09
Dr. Sadiq B. Ikharo
Vice Chancellor of General Services

DOCUMENT PRESENTED BY:
Sadiq B. Ikharo Date: 12-8-09
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: _____ 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: [Signature] Date: 12/9/09
Thuy T. Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL
 Approved, and Place on Agenda Not Approved, but Place on Agenda
Signature: [Signature] Date: 12/9/09
Elihu Harris, Chancellor

PERALTA COMMUNITY COLLEGE DISTRICT

Office of General Services • 333 East 8th Street Oakland, California 94606 • Phone 510/466-7200 • Fax 510/466-7315

CHANGE ORDER NO. 1

PROJECT: District Wide Signage Project
Bid No. 08-09 / 15 #2334

DATE: NOVEMBER 30TH, 2009

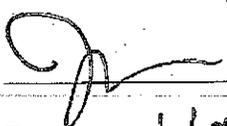
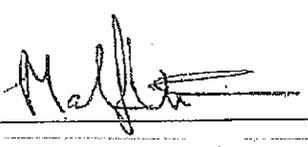
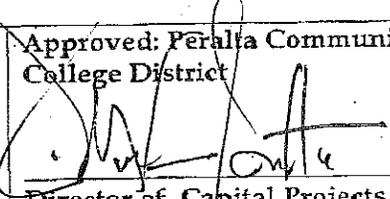
OWNER: Peralta Community College District
CONTRACTOR: GARNETT SIGN STUDIO

DSA FILE NO.: NA
DSA APP NO.: NA
PCCD PROJECT #: 2334
PROJECT MANAGER: JEFF COOK

The Contractor is authorized to make the changes listed in the Summary and described in Change Order Attachment when this Change Order has been approved.

Original Contract Sum.....	\$ 1,399,610.00
Net Change by previously authorized Change Orders.....	\$ 0
The Contract sum prior to this Change Order was.....	\$ 1,399,610.00
The Contract sum will be increased by this Change Order.....	\$ 35,379.41
The New Contract Sum including this Change Order will be.....	\$ 1,434,989.41
Cumulative Change Order(s) as a percentage of contract including this Change Order 2.5 %	
The Contract is changed by (270) Days	
Contract completion date as of this Change Order therefore is: February 20 th , 2010.	

Summary reference attached items P.C.O' 1, 2, 3 & 4

<p>Approved: Architect of Record</p>  <p>Date: 12/1/09</p>	<p>Approved: General Contractor</p>  <p>Date: 12/1/09</p>	<p>Approved: Peralta Community College District</p>  <p>Director of Capital Projects</p> <p>Date: 2, DECEMBER 2009 12/03/09</p>  <p>Vice Chancellor of General Services</p> <p>Date:</p>
<p>Approved: Electrical or Structural Engineer</p> <p>Date:</p>	<p>Approved: Mechanical Engineer</p> <p>Date:</p>	<p>Approved: Div. of the State Architect</p> <p>Date:</p>

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SUMMARY OF CHANGE ORDER No. 1 Attachment

PROJECT: DISTRICT WIDE SIGNAGE PROJECT

Bid No 08-09/15

OWNER: Peralta Community College District

CONTRACTOR: GARNETT SIGN STUDIO

DATE: NOVEMBER 30TH, 2009

DSA FILE NO.: NA

DSA APP NO.: NA

PCCD FILE NO.: 2334

1	Change Order No. 1	ADD/DEDUCT \$ 0	
		ADD/	90 Days

Description: Signage information is required from the District prior to receiving and installing the Porcelain Directory Panels.

Requested by: F-2: Owner Requested information.

Reason: Porcelain Panels take 8 - 10 weeks for Fabrication.

DSA prelim.
approval date: NA.

2	Change Order No. 2	ADD/	\$ 18,069.41
		ADD/	10 Days

Description: Design, Fabricate & install new Signage for the College of Alameda Building "A".

Requested by: F-2: Owner Requested.

Reason: Some of the Signage for the College of Alameda Building "A" was not part of the original District Wide Signage Project Bid package.

DSA prelim.
approval date: NA.

3	Change Order No. 3	ADD/	\$ 5,413.00
		ADD/	100 Days

Description: Additional 100 days to fabricate and install the new campus and District Directory Maps.

Requested by: F-2: Owner Requested.

Reason: Information for Maps required from Laney, Merritt and Alameda prior to fabrication of Porcelain Panels.

DSA prelim.
approval date: NA.

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SUMMARY OF CHANGE ORDER No. 1 Attachment

PROJECT: DISTRICT WIDE SIGNAGE PROJECT

DATE:: NOVEMBER 30TH, 2009

OWNER: Peralta Community College District

DSA FILE NO.: NA

CONTRACTOR: GARNETT SIGN STUDIO

DSA APP NO.: NA

PCCD FILE NO.: 2334

4	Change Order No. 4	ADD/ ADD/	\$ 11,897.00 70 Days
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Description: Fabricate and install additional signage outside of original bid scope to include Laney Ball Field, Alameda Building "A" and New Access Road.

Requested by: F-2: Owner Requested.

Reason: Due to information now being available for the above new Projects.

DSA prelim.
approval date: NA.

End of Items