

**Board of Trustees Agenda Report
For the Trustee Meeting Date of December 15, 2009**

ITEM TITLE:

Consider Approval of Amendment No. 1 to Agreement for Construction Management Services with MSE Group for the Building Repairs in Building D at Merritt College

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested for Amendment No. 1 to the agreement for construction management services with MSE Group for the Building Repairs in Building D at Merritt College, in the not-to-exceed amount of \$102,047.

ITEM SUMMARY:

As part of an effort to provide safe and contaminant-free indoor environmental air quality for Merritt College Science Building D, it is necessary to clean the existing air ducts and air handling units. MSE Group will perform the following additional construction management services for the air duct handling unit cleaning for Building D:

- Coordination and attendance at construction meetings as directed by District staff
- Updates on progress of construction activities and project construction schedule
- Construction monitoring and overall management
- Building occupancy coordination and management
- Project closeout services

Amendment No. 1 will also extend the term of the agreement from October 1, 2009 through April 1, 2010.

BACKGROUND/ANALYSIS:

MSE Group was originally selected from the previously Board approved short list of construction management firms. The original agreement, in the amount of \$83,270 was approved at the meeting of November 18, 2008. Including Amendment No. 1, the total agreement amount will be \$185,317.

ALTERNATIVES/OPTIONS:

Not applicable.

EVALUATION AND RECOMMENDED ACTION:

Approval is recommended for Amendment No. 1 to the agreement for construction management services with MSE Group for the Building Repairs in Building D at Merritt College, in the not-to-exceed amount of \$102,047.

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 system upgrades and improvements," and "Security and safety improvements."

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: 12/15/09
Dr. Sadiq B. Ikharo
Vice Chancellor of General Services

DOCUMENT PRESENTED BY:

Sadiq B. Ikharo Date: 12/15/09
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 NotApproved

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 NotApproved

Signature: _____ Date: _____
Thuy T. Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: _____ Date: _____
Elihu Harris, Chancellor



December 1, 2009

Mark Sennette
Capital Projects Director
Peralta Community College District
333 East 8th Street
Oakland, CA94606

Re: Construction Management Services Fee Proposal

Mr. Sennette:

MSE Group is pleased to present this proposal for construction management services for Building D to include the Duct Cleaning Project. This proposal is based on Peralta Community College District's estimated cost of \$600,000.00

Construction Management Fee: \$102,047.00

Any changes to the project schedule, scope of work or unforeseen conditions, or client's initiated delays may require an increase in hours and fees required by MSE.

Should you have any questions please contact me at (510)-383-9600

Sincerely,

MSE
Saji Muanza,
Principal, Construction Manager

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