

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of January 12, 2010

ITEM # 14

ITEM TITLE:

Consider Approval of Amendment No. 2 to the Independent Contract for Architectural Consulting Services with Grossmann Design Group for the Repair of Waterproofing Assemblies at the Building P Tunnel and Building D Plaza Decks at Merritt College

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested for Amendment No. 2 to the Independent Contract for Architectural Consulting Services with Grossman Design Group for architectural services related to the repair of waterproofing assemblies at the Building P tunnel and Building D plaza decks at Merritt College, in the amount of \$31,250.

ITEM SUMMARY:

The original Independent Contractor/Consultant Services Contract with Grossman Design Group dated March 13, 2008, provided for services for the repair and waterproofing systems at Buildings P and Q exterior concrete walkways. The walkways are above the subterranean corridor that connects Buildings Q, R & L (also known as the tunnel). Over the years cracks have developed which cause water to leak onto the floor of the tunnel during heavy rains. This project is one of the previously Board approved Merritt College Modernization and Short-Term Projects, funded by Measure A.

This amendment provides for additional design services associated with the repair of leaks at cracks located at the plaza decks at Building D and the sub-terrain duct chase between Buildings P and Q at Merritt College, specifically:

- Pre-design investigation, reviews and report
- Preparation of construction documents for repairs
- Additional bidding administration
- Additional construction administration
- Additional field reviews and associated meetings

BACKGROUND/ANALYSIS:

The original Independent contractor/Consultant Services Contract with Grossman Design Group in the amount of \$32,600. Amendment No. 1 was approved on June 8, 2009, and increased the contract amount by \$29,500 and extended the term of service to June 30, 2010. Including this amendment No. 2, in the amount of \$31,250, the total agreement amount will be \$93,350.

ALTERNATIVES/OPTIONS:

Not applicable.

EVALUATION AND RECOMMENDED ACTION:

Approval is recommended for Amendment No. 2 to the Independent Contract for Architectural Consulting Services with Grossman Design Group for architectural services related to the repair of waterproofing assemblies at the Building P tunnel and Building D plaza decks at Merritt College, in the amount of \$31,250.

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, "Classroom and facilities repairs and grounds 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: JAN 5, 10
Dr. Sadiq B. Ikharo
Vice Chancellor of General Services

DOCUMENT PRESENTED BY:

Sadiq B. Ikharo Date: Jan 5, 10
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: 1/7/10
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: 1/7/10
Thuy T. Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: Elihu Harris Date: 1/10/10
Elihu Harris, Chancellor

GROSSMANN DESIGN GROUP

Architecture Planning Research

326 Ritch Street, San Francisco, CA 94107
tel:415.543.8618 fax:415.543.2798
email: architect@gdgarchitects.com

November 23, 2009

Peralta Community College District
C/O Miller & Associates
Attention: Terrell Miller

Regarding: Merritt College
Buildings P and D
12500 Campus Drive
Oakland, CA 94619

Subject: Proposal for Architectural Services at Building P
Tunnel and Building D Plaza Decks at Merritt
College

Dear Mr. Miller:

I would like to thank you for requesting that the Grossmann Design Group provide a proposal for consulting services. The following proposal includes providing consulting services related to waterproofing assemblies for the referenced project.

EXECUTIVE SUMMARY

The Grossmann Design Group proposes to provide services related to adding scope to previously issued construction documents from the Grossmann Design Group for the repair of waterproofing assemblies at Building P Tunnel and Building D plaza decks.

John P. Grossmann would act as project manager and will commit the time required to ensure the consulting services are completed commensurate with the firm's high standards. Michael Kennedy will work as project consultant and take responsibility for field investigations and preparation of the design documents.

Regarding: Building P Tunnel and Building D Plaza Decks Repairs and Waterproofing
Subject: Proposal for Waterproofing Consulting Services
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The technical approach to project execution will be task oriented. The following describes the proposed scope of services and corresponding costs.

1.1 SCOPE OF DESIGN WORK:

A. Pre-design investigations and reviews:

1. Review available documentation regarding existing conditions. Available documents describing existing conditions will be reviewed.
2. Visually review existing conditions, and compare available documentation with visual reviews to determine what additional information regarding existing conditions may be required.
 - i. If after the visual review it becomes apparent that more detailed investigations are warranted, the consultant will make specific recommendations to the District regarding the need for destructive investigations to provide more accurate information and to assist in preparing accurate design drawings.
 - ii. Meet with representatives of the District to discuss what additional information is required to supplement available documentation.
3. Prepare a memorandum describing the consultant's recommendations related to repairing waterproofing assemblies. Attend a meeting to present the recommendations if requested by the District.

B. Design Documents:

1. Prepare detailed technical design drawings and specifications for the repair of the following waterproofing assemblies:
 - i. Repair of waterproofing assembly at Building P at the Utility Tunnel between Building P and Building Q.
 - ii. Repair of waterproofing assembly at Building D plaza decks above 2 classroom locations.
2. Incorporate the waterproofing repair documents into the original set of construction documents for Building P and Q Waterproofing Repairs.
3. Provide a 50% and 90% complete design submittal for review by representatives of the District.

C. Bidding: Attend a meeting of bidders, answer questions from bidders, and prepare an addendum as required.

1.2 SCOPE OF SERVICES DURING CONSTRUCTION

- A. Attend a preconstruction meeting to facilitate communications and develop a mutual understanding regarding the scope of

field inspections.

- B. Review submittals.
- C. Review and respond to RFI's.
- D. Provide an extended field review at the start of execution of the waterproofing work to ensure the contractor has a good understanding of the quality standards expected by the consultant.
- E. Provide five [5] field reviews of the waterproofing work to ensure the contractor has executed the waterproofing work commensurate with the quality standards expected by the consultant.
- F. Provide a final punch list at the completion of the construction phase.

2.01 COMPENSATION FOR CONSULTING SERVICES:

- A. The Grossmann Design Group has estimated the number of hours required to complete the consulting services described herein.
 - 1. The cost of design services is a lump sum fee of twenty thousand dollars [~~\$20,000~~]. The lump sum fee is additional to design services for the repair of building P and Q waterproofing assemblies.
 - i. The estimated number of hours required to complete the design work described herein is approximately 180 hours.
 - 2. The cost for services during construction is a not-to-exceed fee of eleven thousand two hundred and fifty dollars [~~\$11,250~~]. The not-to-exceed fee is additional to services during construction for the repair of building P and Q waterproofing assemblies.
 - i. The estimated number of hours required to provide services during construction is approximately 90 hours.
 - 3. For the not-to-exceed fee billings would be in accordance with the consultant's hourly billing rates as follows:

CONSULTANT'S HOURLY BILLING RATES - Year 2009/2010

<u>Category</u>	<u>Rate per Hour</u>
Principle Architect	\$175.00
Associate Architect	\$145.00
Senior Architect	\$125.00
Junior Architect	\$110.00

The fees includes customary administrative costs incurred by the consultant. Specifically excluded are the cost of travel outside of the Bay Area, printing of review and bid documents including printing of 24x36 size drawings, overnight delivery and services during construction. These reimbursable expenses would be billed at cost.

Notes and Assumptions:

- A. The scope of work is limited to architectural services related to waterproofing assemblies as described herein.
- B. Specifically excluded are any engineering services including but not limited to structural engineering.
- C. Specifically excluded are services related to testing or identification of hazardous materials.
- D. Specifically excluded are any destructive investigations that include the removal of existing finishes or similar materials to expose concealed waterproofing assemblies.
- E. Additional services as requested and approved by the District would be billed in accordance with the consultant's hourly billing rates as described herein.

The firm has provided consulting services for several similar projects. The staff of the firm develops detailed and accurate designs related to waterproofing assemblies to ensure that the entire extent of the waterproofing work is clearly communicated to the contractor. If you have any questions please feel free to call me. I look forward to working with you.

Very truly yours,

GROSSMANN DESIGN GROUP



John P. Grossmann, Architect C-12754