

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of March 9, 2010

ITEM # 24

ITEM TITLE:

Consider Approval of Agreement for Architectural Services with Fisher-Friedman Associates for the Expansion of Cougar Village, College of Alameda

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested for an agreement for architectural services with Fisher-Friedman Associates for the Expansion of Cougar Village at College of Alameda, in the not-to-exceed amount of \$340,000.

ITEM SUMMARY:

The agreement will provide architectural services for the expansion of the existing Cougar Village, which is the final phase for providing appropriate interim housing for the educational programs, faculties and staff during the Building C and D drop-and-replace project at College of Alameda. The combined facilities total 75,000 square feet and will house the College's science programs and serve as the main classroom building on the campus.

Under a separate contract, Fisher-Friedman Associates provided design for the first phase of swing space, renovation of 860 Atlantic Avenue to house the college's science laboratories, accommodate the educational programs and meet DSA and ADA codes. The remaining programs, faculty and staff requiring swing space occupy approximately 30,000 square feet. It was previously determined that this group would be relocated to the existing Cougar Village portable buildings. However, the existing portables only met one-third of the space requirements. In addition to the existing spaces, an additional nineteen (19) classrooms, thirty (30) staff and faculty offices, one (1) computer room and bathroom facilities are required. Fisher-Friedman Associates will provide architectural design and construction phase services for this project.

The total cost for the additional portable space is estimated not-to-exceed \$3,000,000. The number of portables initially thought to be required has been reduced by four, thereby reducing the overall project cost. This was done while trying at the same time to minimize the impact on the educational program. As part of shared governance, extensive programming and schematic designs were done with the Buildings C & D Steering Committee that was comprised of stakeholders and end users.

BACKGROUND/ANALYSIS:

Fisher-Friedman Associates was selected from the Board approved short-list of architectural firms and is recommended because this project is a continuation of the swing space required for the Buildings C and D drop-and-replace construction at College of Alameda.

ALTERNATIVES/OPTIONS:

Not applicable.

EVALUATION AND RECOMMENDED ACTION:

Approval is requested for an agreement for architectural services with Fisher-Friedman Associates for the Expansion of Cougar Village at College of Alameda, in the not-to-exceed amount of \$340,000.

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, College of Alameda, "Remodeling and equipping classroom and campus facilities," and "Science Lab upgrades."

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: 3-2-10
Dr. Sadiq B. Ikharo
Vice Chancellor for General Services

DOCUMENT PRESENTED BY:

Sadiq B. Ikharo Date: 3-2-10
Dr. Sadiq B. Ikharo
Vice Chancellor for 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: M. B. Benveniste Date: 3/4/2010
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: 3/4/10
Thuy T. Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: Elihu Harris Date: 3/13/10
Elihu Harris, Chancellor

January 28, 2010

Dr. Ikharo
Peralta Community College District
Facilities Planning and Development Consultant
Physical Plant
333 East Eighth Street
Oakland, CA 94606

**RE: PERALTA COMMUNITY COLLEGE DISTRICT
COLLEGE OF ALAMEDA BUILDINGS C & D SWING SPACE PROJECT
PHASE 2: PORTABLES FOR SWING SPACE AT COA
PROGRAMMING PHASE & SCHEMATIC - CLOSEOUT PHASE PROPOSAL
ALAMEDA, CALIFORNIA**

Dear Dr. Ikharo,

Fisher Friedman Associates is pleased to present this revised proposal for the above referenced project based on our discussions and initial meeting on July 20 with Atheria Smith and representatives from College of Alameda, and all of the work already done to complete the programming phase of this project.

SCOPE

The FFA Design Team will provide basic professional design services for this project based on our extent of scope knowledge from July 20, 2009 to present. The services will ultimately include the following phases: Programming, (already completed and approved by the District), Schematic Design, Construction Documents, Bidding and Construction Administration, including submittal to DSA, and Closeout as required. The services are for the following work: Reviewing the current uses/rooms in Buildings C & D, except for the rooms/programs going to 860 Atlantic, and designing and documenting an addition of new portables to house all the required spaces onto the COA campus. The existing Cougar Village portables are available for re-use to house some of the C&D uses. Included are meetings with PCCD and COA users as required to investigate the existing facilities, review the previously prepared program documents, and determine the current required program of spaces/uses to be housed in the new/existing portables. Many of these meetings were held as part of the programming phase. Additional meetings during subsequent phases are to be as noted below.

Work to date includes: One initial meeting with the District and COA representatives to discuss the Swing Space project goals and to start getting existing documents for review. This initial meeting took place on 7/20/2009. Work from that point forward to January 28, 2010, which included the completed full programming phase, approved by the District and finished in late December 2009. The District and the users have approved the design presented in this phase and provided direction to FFA to start the schematic design phase on January 5, 2010.

Meetings included within the SD phase will be:

2 meetings per group (Div 1, Div 2 etc) to coordinate and determine specific needs such as av, telecom, electrical, marker boards, special power etc. Additional meetings past this number will be billed on an additional services basis.

Attendance at a maximum of 1 Building Committee meeting per month.

Meetings included within the CD phase will be:

- 1 meeting per group for final coordination and approval of layouts and inclusions if required.
- Attendance at a maximum of 1 Building Committee meeting per month.

DISTRICT'S PROJECT CONSTRUCTION BUDGET

Still to be determined with a possible range from \$2.6M to \$3.5M +/- depending on inclusions, leasing or purchase and final costs for site work, fees and misc construction/renovation/moving etc.

SCHEDULE

Work is underway.

BASIC SERVICES COMPENSATION

FFA and Team shall perform the above referenced professional services on a **Fixed Fee** basis. This provides a total fee as described below. The fee covers all services from the already completed programming phase and the current schematic design phase through closeout. Consultants included in this fee are: MEP, Telecommunications, Security, Cost Estimator and Civil Engineer only.

Fees

19.6% of estimated cost of \$1,731,720 \$340,000.00
 Reimbursables: included in fee

Total Fee: \$340,000.00

Breakdown:

Invoiced programming phase fee (21.3%): \$72,400.00
 Fee available for SD through Closeout Phases (78.7%): \$267,600.00

Proposed phase breakdown:

SD:	23.7%
DD/CD:	30%
Bid:	5%
CA:	17%
Closeout:	3%
Total:	78.7%

We understand that this final fee will be handled as an Amendment to our 860 Atlantic Avenue Contract

FFA Tax ID Info etc.:

Fed. Tax ID 94-3288592
 Business Lic. Emeryville: 32758
 PCCD Vendor No.: 0000725305

See attached **Exhibit A** for the FFA 2010 hourly billing rate schedule.

REIMBURSABLE EXPENSES

Reimbursable Expenses are included within the proposed Maximum Fee as an allowance at this time and will be invoiced as they occur. Once a final construction cost and fixed fee are set, all future reimbursables will be included within the fixed fee. All Reimbursable expenses (including but not limited to printing, plotting and messenger services) are calculated based on a cost of one hundred percent plus a fifteen percent mark-up. See attached **Exhibit A**.

ADDITIONAL SERVICES

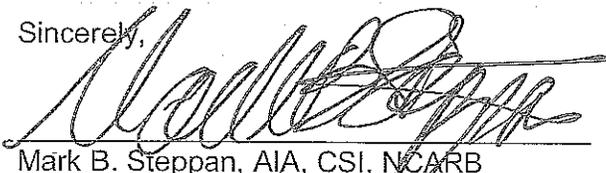
Compensation for Additional Services (if not agreed upon as a lump sum amount) will be based on the FFA 2010 hourly billing rate schedule. See attached **Exhibit A**.

INVOICING

Fees and reimbursable invoiced amounts shall be billed on a monthly basis. All invoiced amounts not in dispute are due and payable within 30 (thirty) days from the date of the invoice. If the client disputes any portion of an invoice, Client agrees to inform FFA in writing of such dispute within 7 calendar days of receipt of the invoice.

If you have any questions or need more information please do not hesitate to contact me. We will track this work effort under the **project number 0904-1 and 0904-1R**.

Sincerely,



Mark B. Stepan, AIA, CSI, NCARB
Executive Vice President

ACCEPTED:

Dr. Ikharo Date
Peralta Community College District

Cc: Agreement File
Accounting File

EXHIBIT A

2010 MASTER FEE SCHEDULE

PRINCIPAL/OFFICER	\$220.00 per hour
EXECUTIVE VICE PRESIDENT	\$200.00 per hour
SENIOR VICE PRESIDENT	\$170.00 per hour
VICE PRESIDENT	\$145.00 per hour
ARCHITECT III	\$145.00 per hour
PROJECT MANAGER III	\$145.00 per hour
ARCHITECT II	\$125.00 per hour
PROJECT MANAGER II	\$125.00 per hour
CONSTRUCTION ADMINISTRATOR II	\$110.00 per hour
ARCHITECT I	\$110.00 per hour
PROJECT MANAGER I	\$110.00 per hour
JOB CAPTAIN I	\$110.00 per hour
CONSTRUCTION ADMINISTRATOR I	\$100.00 per hour
SENIOR DESIGNER/DRAFTER	\$100.00 per hour
GRAPHIC DESIGNER	\$95.00 per hour
INTERMEDIATE DRAFTER/DESIGNER	\$90.00 per hour
JUNIOR DRAFTER/DESIGNER	\$70.00 per hour
GRAPHIC DESIGN ASSISTANT	\$70.00 per hour
ACCOUNTING	\$65.00 per hour
SPECIALIZED COMPUTER IMAGING/RENDERING	\$200.00 per hour
CLERICAL/WORD PROCESSING/OFFICE SUPPORT	\$65.00 per hour

REIMBURSABLE EXPENSES AND CONSULTANT FIRM'S FEE SCHEDULE

Reimbursable Expenses are billed to the Client in addition to Architect's Hourly Rates at 1.15 times the cost to the Architect. These include transportation and living expenses in connection with out-of-town travel, models, perspectives, renderings, reprographics, plotting, postage, delivery messenger services, and telephone and telefax costs. Consultant services will be billed to the Client in addition to Architect's Hourly Rates at 1.15 times the cost to the Architect.

NOTES

- 1) The above rates also apply to Hourly Basis Services, Additional Services or changes within Lump-Sum or Fixed-Fee Agreements.
- 2) Rates shall be increased by a factor of 1.50 for hours incurred outside USA.
- 3) Contract or part-time employees are billed at the category of work performed.
- 4) These Schedules are part of the letter of agreement.

*This Schedule is subject to annual increases not to exceed 4%..