

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of May 25, 2010**

ITEM # 24

**ITEM TITLE:**

Consider Approval of Amendment No. 1 to the Independent Contract for Audio Visual Design Services with Rosen, Goldberg, Der & Lewitz, Inc. for District-Wide Smart Media Classroom Initiative

**SPECIFIC BOARD ACTION REQUESTED:**

Approval is requested for Amendment No. 1 to the independent contract for Audio Visual Design Services with Rosen, Goldberg, Der & Lewitz, Inc. for the District-Wide Smart Media Classroom Initiative, in the amount of \$120,000.

**ITEM SUMMARY:**

This firm has been providing services under an independent contract in the amount of \$78,000. The original fee was based on the initial review of the basic project scope of work and accelerated schedule for all four campuses in conjunction with guidelines set forth in the District-Wide Facilities Master Plan. As programming continued and discussions were held with stakeholders, further needs for the equipment deployment, electrical upgrades and construction documents were identified to maintain the college's individual programs to the current standards. The increase in project scope requires an increase of audio visual design fees in the amount of \$120,000.

**BACKGROUND/ANALYSIS:**

This item was discussed at the Board Facilities and Land Use Committee meeting of May 20, 2010. Including Amendment No. 1, the total contract amount for Rosen, Goldberg, Der & Lewitz, Inc. will be \$198,000. Construction on this project is targeted to start on July 7, 2010 and be completed on August 30, 2010.

**ALTERNATIVES/OPTIONS:**

Not applicable.

**EVALUATION AND RECOMMENDED ACTION:**

Approval is recommended for Amendment No. 1 to the independent contract for Audio Visual Design Services with Rosen, Goldberg, Der & Lewitz, Inc. for the District-Wide Smart Media Classroom Initiative, in the amount of \$120,000.

**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, District-Wide Projects, "Technology infrastructure for distance learning."

Budget code: 1-61-391-5105-1-710000-2368-00.

*"Classroom and Technology upgrades," along with equipment at four college campuses.*

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

Yes \_\_\_\_\_ No X

**COMMENTS:**

No additional comments.

**WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?**

Vice Chancellor Ikharo

**DID A BOARD STANDING COMMITTEE RECOMMEND THE ITEM? Yes X No \_\_\_\_\_**

**IF "YES", PLEASE INCLUDE THAT INFORMATION IN YOUR SUMMARY.**

This amendment was discussed at the Board Facilities and Land Use Committee meeting of May 20, 2010.

**PLEASE ACQUIRE SIGNATURES IN THIS ORDER:**

**DOCUMENT PREPARED BY:**  
Prepared by: Sadiq B. Ikharmo Date: 5-18-10  
Dr. Sadiq B. Ikharmo  
Vice Chancellor of General Services

**DOCUMENT PRESENTED BY:**  
Sadiq B. Ikharmo Date: 5-18-10  
Dr. Sadiq B. Ikharmo  
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: \_\_\_\_\_  
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: 5/18/10  
Thuy T. Nguyen, General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

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

Signature: Elihu Harris Date: 5/18/10  
Elihu Harris, Chancellor

ROSEN  
GOLDBERG  
DER &  
LEWITZ, INC.

Acoustical and Audiovisual Consultants

May 5, 2010

L. Mark Sennette  
Director of Capital Projects  
Department of General Services  
Peralta Community College District

Dear Mark:

This letter will summarize our estimate for Board approval for completing the contract documents and to move forward with services during CA through completion.

We still do not know exactly how many rooms will be included in our bid documents. That will affect the amount of work we need to do between now and May 14<sup>th</sup>. We have done a considerable amount of work during CD's that we did not originally anticipate. These include:

- Clean up and translation of the drawing pdf's to AutoCAD.
- Meetings with the users.
- Prioritizing rooms to be provided with Smart Technology (still in progress).
- Assisting with getting the electrical engineer on board and up to speed (still in progress).

We have expended \$61,171.25 through April 30, 2010. Considering the additional services listed above and the remaining work necessary to complete the bid package, we anticipate expending a total of \$103,000 through May 14<sup>th</sup>.

Following completion of CD's I can now estimate the fee required through completion. The work during CA would include:

- Assistance with soliciting bids.
- Assistance with review of bid submittals.
- Assistance with response to RFI's from the AV contractor.
- Site visits during construction.
- Commissioning and check out following completion.
- Preparation of punch lists for the AV contractor.
- Attendance at meetings.
- Responding to questions outside our scope such as AV electrical.

L. Mark Sennette

May 5, 2010

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I'm proposing that we work during CA on a time and materials basis with a not to exceed \$95,000. On a project such as this, simply because of the number of rooms involved and the field time required, the CA phase can require almost as much time as the CD phase. There are still unknowns regarding the number of rooms to be fitted with Smart Technology and this will impact our time commitment during CA.

We are therefore requesting Board approval for an amendment to our contract of \$120,000 broken down as follows:

Total fee estimate through completion of CD's on May 14, 2010	\$103,000	
CA phase work as described above	\$95,000	
Total fee estimate through completion of the project		\$198,000
Original contract amount		\$78,000
<b>Billable Board approved amendment requested</b>		<b>\$120,000</b>

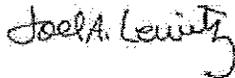
Our work and fee estimate during CA is based on the bid documents. If revisions redesign or changes to the bid documents are requested, we will bill this work in addition to the fees listed above on a time and materials basis. For example:

- Revisions to previously executed work caused by owner-requested changes to the original design standards (i.e., changes to the program).
- Preparation of construction documents for alternatives.
- Redesign of systems if they are within RGDL-developed budgets and standards that were approved by the District.
- Preparation of change orders that alter the Basic Services.

Please do not hesitate to call if you have any questions.

Sincerely,

Rosen Goldberg Der & Lewitz, Inc.



Joel A. Lewitz, PE  
Principal