

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of July 20, 2010

ITEM # 26

ITEM TITLE:

Consider Approval of Amendment No. 4 to Independent Contract with BKF Engineers for Engineering Services for the Laney College Barrier Removal Implementation Project (ADA Accessibility Compliance)

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested for Amendment No. 4, in the amount of \$38,900, to the independent contract with BKF Engineers for engineering services for the Laney College Barrier Removal Implementation Project (ADA Accessibility Compliance).

ITEM SUMMARY:

The requested services to be provided under Amendment No. 4 are related to the accessible routes for the 7th Street crossing and Fallon Street driveway, and the underground drainage facility inverts in the parking area between Buildings F & G. In addition, BKF Engineers will prepare a separate package for the City of Oakland in order to obtain the encroachment and construction permits, and they will interact with city inspectors on behalf of the District during the project construction duration. The work is scheduled to begin on July 23, 2010 and be completed by February 22, 2011.

BACKGROUND/ANALYSIS:

On March 30, 2009, BKF Engineers was selected to commence work under Independent Consultant Contract #15818, at a fee of \$8,300, to provide civil engineering services to the architect preparing the drawings for the ADA Accessibility Compliance project at Laney College. Subsequent amendments as follows added additional engineering services required for the project:

- Amendment No.1 was approved on May 2, 2009, at a fee of \$18,750, and included additional services to perform geotechnical soil borings, review of historical site, aerial photography study, site geology, preparation of geologic maps and evaluation of hazards including fault rupture, landslide and liquefaction potential.
- On June 17, 2009, Amendment No. 2 was approved at a fee of \$5,450, allowing BKF Engineers to test additional areas on the Laney campus after the original attempts to bore holes failed because of underground obstructions. Heavy equipment was utilized and the second attempt to drill was successful.
- Amendment No. 3 was approved on September 14, 2009, at a fee of \$10,900. The project architect requested a Right of Way be established on the topographic survey showing measurement lines and limits of Fallon Street and 7th Street for the newly proposed ADA accessibility routes.

The total independent contract amount through June 30, 2010, was \$43,400. Civil engineering services have provided the necessary surveys and soils analysis at Laney College for the installation of two new elevators at Building G and the Forum, established accessible crosswalks

and driveways at Fallon & 7th Street, and allowed the preparation of grading and resurfacing handicapped ramps and parking lots. Including this proposed Amendment No. 4, at a fee of \$38,900, the total contract amount will be \$82,300, which requires Board approval.

ALTERNATIVES/OPTIONS:

Not applicable.

EVALUATION AND RECOMMENDED ACTION:

Approval is recommended for Amendment No. 4, in the amount of \$38,900, to the independent contract with BKF Engineers for engineering services for the Laney College Barrier Removal Implementation Project (ADA Accessibility Compliance).

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, Measure A, as approved by the voters in Peralta's constituency and authorized under Resolution 05/06-45, Exhibit A-1, Laney College, "Handicap accessibility."
Budget code: 1-61-391-6206-1-710000-2341-00.

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 REVIEW THE ITEM? YES X NO _____

The Laney ADA project has been discussed at Board Facilities Committee meetings and Board meetings during the past fiscal year.

PLEASE ACQUIRE SIGNATURES IN THIS ORDER:

DOCUMENT PREPARED BY:

Prepared by: Sadiq B. Ikharmo Date: July 13, 10
Dr. Sadiq B. Ikharmo
Vice Chancellor for General Services

DOCUMENT PRESENTED BY:

Sadiq B. Ikharmo Date: July 13, 10
Dr. Sadiq B. Ikharmo
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: _____ 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, General Counsel Date: 7/15/10

CHANCELLOR'S OFFICE APPROVAL

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

Signature: Wise E. Allen Date: 7/15/10
Wise E. Allen, Chancellor



BKF PP20095155

May 13, 2010

Jeff Cook
Peralta Community College District
333 East 8th Street
Oakland, CA 94606

**Subject: Civil Engineering and Surveying Services Proposal
Peralta Community Colleges District – Laney College; Oakland, CA**

Dear Mr. Cook:

BKF Engineers welcomes the opportunity to submit this proposal for providing civil engineering services to support the Americans with Disabilities Act (ADA) Improvements proposed at Laney College. We understand the work will be completed under a contract/purchase order from the District but under the direction of George Dedekian, Project Architect.

PROJECT UNDERSTANDING

The project will include improvements to the driveway entrances on Fallon Street directly across from the 9th Street intersection; improvements to the mid-block pedestrian crossing of 7th Street from the existing parking lot to the south; improvements to the drainage system, paving and grading in the southwest parking lot; and improvements to the paving in the southeast parking lot.

Listed below is our proposed scope of services that defines the necessary elements to complete the design and construction support efforts.

SCOPE OF SERVICES

TASK 0: Supplemental Topographic Survey (To be contracted separately, directly to Peralta College District)

- 0.1 Supplemental Topographic Survey: BKF will supplement the survey that was provided previously with additional measurements taken at the 7th Street crossing, at the Fallon Street Driveway and of the underground drainage facility inverts in the small parking area between Buildings F and G.
- 0.2 Drawing: All topographic and utility data will be compiled into an electronic drawing.

TASK 1: Schematic Design Review

- 1.1 Coordination: BKF will coordinate with the team to ensure the site plan conforms to the existing conditions and site constraints. BKF will coordinate site utilities with the proposed connection points at the building. We will verify that proposed electrical, gas, and communications utilities are not in conflict with proposed or existing improvements.
- 1.2 Existing Conditions Review: BKF will review existing conditions at Fallon Street to analyze the feasibility of the sidewalk expansion. Specifically, BKF will obtain record maps from EBMUD, PG&E and the City of Oakland to determine alignments of existing, underground utilities that may be in conflict with surface improvements.
- 1.3 Deliverables:

1646 N California Blvd
Suite 400
Walnut Creek
California 94596
P: 925.940.2200
F: 925.940.2299



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- A. Plans: BKF will prepare the following:
 - i. Grading and Utility Sketch
- 1.4 Submittals: BKF will provide hand sketches to properly coordinate the design.

TASK 2: Construction Documents

- 2.1 Coordination: Based on the comments received during the design development phase, BKF will continue to coordinate with the team to ensure the site plan conforms to existing conditions and site constraints and that all proposed utility services are not in conflict.
- 2.2 Deliverables: Based on comments received from the team, BKF will develop the following documents for permitting and construction purposes:
 - A. Plans: BKF will prepare the following:
 - i. Existing Conditions and Demolition Plan
 - ii. Horizontal Control and Grading Plan
 - iii. Utility Plan and Details
 - B. Specifications: BKF will prepare technical specifications in CSI format for elements included in our scope of work.
- 2.3 Submittals: BKF will provide submittals at the 90% and bid levels of completion.
- 2.4 Meetings: BKF has included budget to attend two (2) coordination meetings during the development of Construction Documents. Additional meetings may be attended on an as needed basis to coordinate our work, within reason however, attendance at regular project meetings for a prolonged basis would be considered an additional service.

TASK 3: Public Agency Processing

- 3.1 City of Oakland Processing: BKF will prepare a separate permit package for the City of Oakland "P-Job" process. We will submit to and meet with the City of Oakland for encroachment permit and for a "P-Job" permit for improvements located within the public right of way. We have allowed budget for two (2) re-submittals and two (2) meetings with City of Oakland staff.

TASK 4: Construction Administration

- 4.1 Site Observation Visits scope of work clarifications: BKF and team will visit the site to provide clarification of the consultant's design intent for the contractor, architect, or owner. We have allocated fee for one (1) site visit with the contractor and one (1) with the City.
- 4.2 Requests for Information: BKF will respond in writing to written requests for information associated with the civil design items within two (2) business days.
- 4.3 Submittal Review: The team will review and return submittals for those items included in our scope of work

TASK 5: Project Closeout

- 5.1 Punch List: BKF will visit the site near the completion of construction to review conformance with the project's plans and specifications. We will prepare a punch list for items contained in our scope of work.
- 5.2 As-Built Documentation: BKF will prepare record documents based on contractor plan markups for both the College and City closeout.

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COMPENSATION

BKF will provide the services for the fixed fees as follows, billable monthly based on the percentage of completion per task:

TASK	Project Elements Requiring City of Oakland P-Job Approval (Fallon Street Driveway and Mid-Block Pedestrian Crossing of 7 th Street)	Project Elements Not Requiring City of Oakland P-Job Approval (Improvements at Southwest and Southeast Parking Lots)	Project Total
0 Topographic Survey	Not A Part of this Contract	Not A Part of this Contract	Not A Part of this Contract
1 Schematic Design Review	\$2,500	\$500	\$3,000
2 Construction Documents	\$20,600	\$1,500	\$22,100
3 Public Agency Processing	\$8,400	N/A	\$8,400
4 Construction Administration	\$3,000	\$500	\$3,500
5 Project Closeout	\$1,500	\$400	\$1,900
Total Basic Services	\$36,000	\$2,900	\$38,900

For tasks that are not contained in this scope of service, an additional fee based on the attached rate schedule will be submitted for your approval prior to commencing the activity. The rate schedule is subject to change based on rate adjustments made in the year 2009.

Thank you for the opportunity to present this proposal. Please call either of us at 925.940.2200 if you have any questions regarding our proposal.

Respectfully,
BKF Engineers

Daniel Schaefer, PE
Principal-in-Charge

Christopher Mills, PE
Project Manager

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EXHIBIT A

ASSUMPTIONS AND SCOPE QUALIFICATIONS

The following assumptions were used in the preparing this proposal:

1. **Civil Engineering Scope Items:** We have assumed that our design tasks are limited to site grading, concrete pavement, concrete sidewalks, concrete curbs and gutters, asphalt pavement, storm drainage,. We have assumed that the architect will be responsible for the overall site plan including accessible routes of travel, details of site accessibility signage, and trash areas/enclosures. Grading of softscape areas will be addressed by the Landscape Architect.
2. **Site Landscape/Irrigation:** We have assumed that the landscape architect will provide landscape, irrigation design, and layout and details of walks, entry monuments, wall, and fences. We have assumed that we will design and coordinate an irrigation service point of connection from the public main up to and including the water meter.
3. **Geotechnical Report:** We have confirmed that the geotechnical report that is being prepared for the elevator shaft work, under a separate contract, will include recommendations for pavement sections.
4. **Submittals:** We have assumed that all permit processing and submittals to DSA will be provided by others.
5. **Site Plan:** It is assumed that at the completion of the design development phase, the site plan is final and only minor alterations will be made. Any significant changes from the architect or owner may necessitate a request for additional fees.
6. **Traffic Study:** A traffic study is assumed to be not required.
7. **Meetings:** We have assumed all meetings will be held in the San Francisco Bay Area and will have a maximum duration of four (4) hours including travel time.
8. **Drawings:** All drawings will be prepared in AutoCAD 2008 format. We will submit copies of all drawings in both electronic and paper format.
9. **Public Utility Relocations:** We have assumed that no public utilities will need relocation to accommodate the expanded sidewalk in Fallon Street. If there is a conflict with an existing public utility, BKF can explore options for relocating for an additional fee.

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EXHIBIT C

PROFESSIONAL PERSONNEL SERVICE FEES
JANUARY 1, 2009 - DECEMBER 31, 2010

<u>PERSONNEL</u>	<u>HOURLY RATES</u>
ENGINEERING	
Associate	\$167.00
Project Manager	\$158.00 - \$163.00
Engineer IV	\$146.00
Engineer I, II, III	\$104.00 - \$119.00 - \$136.00
PLANNING	
Planner I, II, III	\$104.00 - \$119.00 - \$135.00
SURVEYING	
Project Manager	\$158.00
Surveyor I, II, III, IV	\$104.00 - \$119.00 - \$136.00 - \$146.00
Survey Party Chief	\$131.00
Survey Chainman	\$103.00
Apprentice I, II, III, IV	\$54.00 - \$75.00 - \$85.00 - \$96.00
DESIGN AND DRAFTING	
Technician I, II, III	\$99.00 - \$107.00 - \$116.00
Drafter I, II, III, IV	\$77.00 - \$85.00 - \$94.00 - \$103.00
Student Engineer/Surveyor	\$55.00
CONSTRUCTION ADMINISTRATION	
Senior Construction Administrator	\$155.00
Resident Engineer	\$113.00
Field Engineer I, II, III	\$104.00 - \$119.00 - \$136.00
SERVICES AND EXPENSES	
Project Assistant	\$67.00
Clerical/Administrative Assistant	\$57.00

Principals' time on projects is chargeable at \$193.00 - \$215.00 per hour.

Charges for outside services, equipment, and facilities not furnished directly by BKF Engineers will be billed at cost plus 10%. Such charges may include, but shall not be limited to printing and reproduction services; shipping, delivery, and courier charges; subconsultant fees and expenses; special fees, permits, and insurance; transportation on public carriers, meals, and lodging; and consumable materials. Mileage will be charged at the prevailing IRS rate per mile.

Monthly invoices are due within 30 days from invoice date. Interest will be charged at 0.833% per month on past due accounts.

Expert witness/litigation rates are available upon request.

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