

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of December 7, 2010

ITEM # 46

ITEM TITLE:

Consider Approval of Consultant Contract (CC) with Catalyst Consulting Group, Inc. for the Development of the Access Control and Alarm Monitoring System (ACAMS) Design for the Smart Classroom Project

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested for a Consultant Contract (CC) in the amount of \$31,500 with Catalyst Consulting Group (Catalyst) to develop the Access Control and Alarm Monitoring System (ACAMS) design for the Smart Classrooms.

ITEM SUMMARY:

On July 29, 2010, the District entered into a contract with Catalyst in the amount of \$75,750 for security consulting services to develop the existing, but nonfunctioning, Johnson Controls, Inc. (JCI) hardware into a fully-functioning Access Control & Alarm Monitoring System (ACAMS) utilizing the open architecture Lenel system. This contract included:

- Assisting the District in configuring the existing JCI system to accept generic access cards with picture IDs
- 100% testing of the existing JCI Pegasus System to confirm what is presently installed
- Developing construction documents, providing administrative services for the decommission and replacement of the JCI boards with Lenel reader boards
- 100% testing of the new system
- Providing record documents

Catalyst was originally selected through an informal request for quotation process. District staff solicited quotes from three qualified firms for the work, receiving quotations from two. Upon evaluation of the quotes, it was determined that Catalyst was the most qualified, with confirmed references for similar work for other local community colleges.

On October 12, 2010, the Board approved a contract (#14054 in the amount of \$8,350) with Catalyst for the development of the District standard design-build ACAMS specifications for all new and renovated buildings, the first being Merritt College's Science and Allied Health Building, bringing their total amount this Fiscal Year at that time to \$84,100.

During Catalyst's design of the Lenel upgrade to the non-functioning JCI system, it was noted that much of this scope integrated with the building entry security to buildings whose rooms are within the Smart Classroom Project; however, most of the rooms themselves have no ACAMS. This contract with Catalyst will provide services to develop the ACAMS design for all 131 Smart Classrooms, many with multiple doors, for \$31,500, bringing their total amount this Fiscal Year to \$115,600.

BACKGROUND/ANALYSIS:

Board approval of this contract is requested since in incorporation with other security design work awarded to Catalyst Consulting Group (Catalyst) this fiscal year 2010-2011, Catalyst is over the independent contract threshold of \$78,500.

The District-Wide Smart Classroom Project was discussed at the Board Facilities and Land Use Planning Committee meeting of May 20, 2010. Merritt College's Science & Allied Health Building was discussed at the Board Facilities and Land Use Planning Committee meeting of December 15, 2009. Catalyst's involvement with the District was discussed at the Security & Public Safety Committee meeting of August 26, 2010.

ALTERNATIVES/OPTIONS:

Not applicable.

EVALUATION AND RECOMMENDED ACTION:

Approval is recommended for a Consultant Contract (ICC) in the amount of \$31,500 with Catalyst Consulting Group (Catalyst) to develop the Access Control and Alarm Monitoring System (ACAMS) design for the Smart Classrooms.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

~~State-Scheduled Maintenance Funds.~~ Measure B funds

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 Ikhara

DID A BOARD STANDING COMMITTEE REVIEW THE ITEM? Yes X No _____

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

PLEASE ACQUIRE SIGNATURES IN THIS ORDER:

DOCUMENT PREPARED BY:

Prepared by: Sadiq B. Ikhano Date: 11-29-2010
Dr. Sadiq B. Ikhano
Vice Chancellor of General Services

DOCUMENT PRESENTED BY:

Sadiq B. Ikhano Date: 11-29-2010
Dr. Sadiq B. Ikhano
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: Bon Genhard, electronically Date: 12/3/10
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: _____ Date: _____
Thuy T. Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: Wise E. Allen Date: 12/1/10
Wise E. Allen, Chancellor



CATALYST
CONSULTING GROUP, INC.

November 1, 2010

Mr. Robert W. Beckwith, MBA, BSME
Director of Facilities and Operations
Peralta Community College District
333 East 8th Street,
Oakland, CA 94606

Re: Peralta Community College District – Smart Classroom Project
Subject: Proposal for System Design, Specification and Construction Administration to Support the
Integration of Access Control and Alarm Monitoring Devices into the Smart Classroom Project

Dear Mr. Beckwith:

CATALYST Consulting Group, Inc. is pleased to provide this proposal for the development of Access Control and Alarm Monitoring System ACAMS Design to support the Smart Classrooms Project throughout the PCCD campuses. In anticipation of this project, CATALYST has performed site surveys of the 131 classrooms that are included in this project. We anticipate that the project will include the development of security drawings and specifications as well as construction administration services. It is also anticipated that the project installation will be completed in two phase, the first to include the installation of electronic door controls and the second to include the installation of intrusion detection and alarm monitoring devices. The following scope of work and associated fees to support this project are provided below for your review and consideration.

Phase I: Design Development

- Develop and submit 90% Design Drawings include floor plans of all buildings with Smart Classroom. These plans will identify devices locations and installation details. The 90% Design Drawings will be submitted to the District for review and approval.
- Develop and submit 90% Specifications to include General Requirements, Materials and Methods, Wire and Cable, and Security Management System sections that detail general, product and installation information required to meet the stated project objectives. The 90% Design Specifications will be submitted to the District for review and approval.
- Meet with District stakeholders to review and discuss the 90% Drawings and Specifications.

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- Develop and submit 100% Design Drawings and Specifications that include revisions recommended and agreed to during the 90% review meeting.
- Assist PCCD in issuing the 100% Design Drawings and Specifications for bid.
- Provide bid review and recommendations to the District.

Phase 2: Construction Administration

- Participate in a construction kick-off meeting and site review.
- Review Contractor issued product and drawing submittal to ensure conformance with the Design Documents.
- Participate in regular construction meetings during both installation phases.
- Respond to Request-for-Information issued during construction.
- Provide final acceptance testing in coordination with the Contractor and the District.

CATALYST will provide the above listed services on a Not-to-Exceed Time and Materials basis in the amount of thirty one thousand five hundred fifty dollars (\$31,500.00). These fees will not be exceeded without prior written authorization from the Peralta Community College District. A fee breakdown by Phase is included below as are CATALYST's standard 2010 hourly rates.

PROPOSED CONSULTING FEES:

Phase 1 – Design Development:	156 Hrs	\$ 20,670.00
Phase 2 – Construction Administration:	75 Hrs	\$ 10,830.00
Total Proposed Fee:		\$ 31,500.00

CATALYST's 2010 Standard Hourly Rates:

<u>Position:</u>	<u>\$/Hour:</u>
President:	\$ 165.00
Vice President:	155.00
Project Manager:	145.00
Assistant Project Manager	140.00
Senior Designer:	135.00
Designer:	125.00
CAD Drafting:	85.00
Clerical:	50.00

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Bob, I trust this proposal meets with your approval. If you have any questions, or require additional information, please do not hesitate to call me. Thank you for your time and consideration.

Best Regards,

CATALYST Consulting Group, Inc.

Kevin M. Wood

Vice President - Operations

Cc: marketing file