

**Board of Trustees Agenda Report
For the Trustee Meeting Date of April 12, 2011**

ITEM TITLE:

Consider Approval of Amendment No. 1 to the Agreement with W. J. Robinson & Associates, Inc. for Construction Management Services for 860 Atlantic Avenue Building Improvements

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested for Amendment No. 1 to the agreement for construction management services with W. J. Robinson & Associates, Inc. for the 860 Atlantic Avenue Building Improvements project, in the amount of \$43,509.

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," and Merritt College, "Classroom and facilities repairs and grounds improvements," "Science Lab upgrades," and "Equipment, technology upgrades, and facility and classroom improvements for the college's following programs: **Science**, Child Development, Communications, English as a Second Language at the Fruitvale Education Center, Art, Ceramics, Landscape Horticulture/Design, Learning Center, Liberal Arts, Music, Physical Education/Athletics, and Radiologic Science."

ITEM SUMMARY:

This amendment will extend the term of the agreement for construction management services with W. J. Robinson & Associates, Inc. for three additional months, through September 30, 2011, at a fee of \$43,509. The 860 Atlantic Avenue facility is being renovated as swing space for the College of Alameda science departments and the Merritt College genomics program. The construction completion date is July 12, 2011, and the move-in date for 860 Atlantic Avenue is August 15, 2011. In an effort to control the costs related to the project, existing furniture and equipment from the Merritt and College of Alameda campuses will be relocated to the laboratory spaces where possible. The original contract period did not include construction management services during the move-in or project commissioning period. This amendment will extend the contract time and provide these services. The scope of work includes:

- Construction management during the:
 - Removal and relocation of equipment and furniture from the Merritt campus to the 860 Atlantic Avenue swing space site
 - Removal and relocation of equipment and furniture from the College of Alameda campus to the 860 Atlantic Avenue swing space site
- Equipment coordination
- Project commissioning

BACKGROUND/ANALYSIS:

The Board approved entering into an agreement with W. J. Robinson & Associates, Inc. at the meeting of May 12, 2009, at a fee of \$176,352. Including this Amendment No. 1, the total contract amount will be \$219,861. This firm was selected from the previously Board approved short list of project/construction management firms.

ALTERNATIVES/OPTIONS:

Not applicable.

EVALUATION AND RECOMMENDED ACTION:

Approval is recommended for Amendment No. 1 to the agreement for construction management services with W. J. Robinson & Associates, Inc. for the 860 Atlantic Avenue Building Improvements project, in the amount of \$43,509.

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: 4-1-2011
Dr. Sadiq B. Ikharo
Vice Chancellor of General Services

DOCUMENT PRESENTED BY:

Sadiq B. Ikharo Date: 4-1-2011
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: Ron Gerhard electronically by VR Date: 4/7/11
Ron Gerhard, Chief Financial Officer

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 electronically by VR Date: 4/6/11
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: 4/4/11
Wise E. Allen, Chancellor



W.J. Robinson & Associates, Inc. *Project & Construction Management Services*

March 1, 2011

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

ATTN: *Dr. Sadiq B. Ikhara, Vice Chancellor*

RE: *Fee Proposal Amendment for CM Services at 860 Atlantic Avenue
Building Improvements, Alameda, CA*

Dear Dr. Ikhara:

Thank you for allowing me the opportunity to provide Construction Management Services on the above mention facility. To date, the project is proceeding well in meeting the contractual construction completion date of July 12, 2011, and the move-in date of August 15, 2011.

In order to complete the services now required to final completion of this project, I am requesting a three months time extension and \$43,509.00 in fees.

My initial proposal was to provide construction management services for a six months period. I started in May 2009 providing limited design monitoring services which was scheduled for six months. The Project went out to bid in June of 2010. At that time, the contractual construction duration was for 300 days, or approximately ten months. This does not include the District's furnishing relocation and final project close-out time. Therefore, I am requesting a time extension of three months and \$43,509.00 of fees increase for completing this project by September 30, 2011.

I have attached a fee schedule for the time and cost itemized breakdown of the above request.

Again, thank you for your consideration in this matter.

Sincerely,

Willie J. Robinson
Project Manager

c:\SBI_PCCD_CM_ltr(r1)



W.J. Robinson & Associates, Inc. *Project & Construction Management Services*

ATTACHMENT - I

● **Services during Construction:**

○ Coordinate Weekly Progress Meetings	20.0 hrs.	x 3 mos =	60.0 hrs.
○ Prepare Monthly Progress Reports	8.0 hrs.	x 3 mos =	24.0 hrs.
○ Monitor Work Activities	20.0 hrs.	x 3 mos =	60.0 hrs.
○ Coordinate Document Control Logs	12.0 hrs.	x 3 mos =	36.0 hrs.
○ Validate Cost of Proposed Changes	8.0 hrs.	x 3 mos =	24.0 hrs.
○ Review Pay Applications	8.0 hrs.	x 3 mos =	24.0 hrs.
○ Process Change Order Requests	8.0 hrs.	x 3 mos =	24.0 hrs.
○ Coordination of Furniture Relocation		allowance =	40.0 hrs.
○ Facilitate Contract Close-out Activities		allowance =	80.0 hrs.

Subtotal Construction Activities: = **372.0 hrs.**

● **Billable Rates (loaded):**

○ Construction Manager	372.0 hrs. @ \$116.96/Hr.	=	\$43,509
------------------------	---------------------------	---	----------

● TOTAL CONTRACT PROPOSED AMENDMENT	= \$43,509
--	-------------------