

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of December 6, 2011

ITEM # 41

ITEM TITLE:

Consider Approval of Amendment No. 3 to the Independent Contract for Audio Visual Design Services with Rosen, Goldberg, Der & Lewitz, Inc. for the District-Wide Smart Media Classroom Initiative

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested for Amendment No. 3 to the independent contract for Audio Visual Design Services with Rosen, Goldberg, Der & Lewitz, Inc. for the District-Wide Smart Classroom Initiative, in the amount of \$21,750.

ITEM SUMMARY:

Rosen, Goldberg, Der & Lewitz, Inc. has provided the following additional audio visual design services required to complete the District-Wide Smart Classroom Initiative project, including Merritt College, Laney College, Berkeley City College and College of Alameda:

- Changes in the design configuration to systems in order to accommodate numerous changes required to meet site specific conditions. The consultant provided additional construction administrative services to ensure the installations were completed in accordance with the plans and specifications.
- Additional time required during the substantial completion walkthrough to ensure that all changes in the design and installation covered the scope of work required in all Level 1, 2 and 3 technology spaces. A total of 121 classrooms were included in the final scope of work.
- Delays incurred during the project due to logistical constraints required additional time to coordinate and verify the specific setups that varied with each respective classroom location.

BACKGROUND/ANALYSIS:

The original agreement for conceptual design in the amount of \$78,000 was initiated under the Independent Contractor/Consultant Services Contract No. 17942 dated May 24, 2010. The original fee was based on the initial review of the basic project scope of the 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 equipment deployment, electrical upgrades and construction documents were identified to maintain each college's program to current standards. Increase in project scope required additional audio visual design fees. Amendment No. 1 in the amount of \$120,000 was approved at the Board Meeting of May 25, 2010, and Amendment No. 2 in the amount of \$69,100 was approved at the Board Meeting of October 26, 2010. Including the proposed Amendment No. 3 in the amount of \$21,750, the total contract amount will be \$288,850. This is the final amendment to close out the project.

DELIVERABLES/SCOPE OF WORK:

Applicable design services required to accommodate many changes necessary in the final installation and additional time required to complete the project through the final phases.

ANTICIPATED COMPLETION DATE:

The project is currently substantially complete.

ALTERNATIVES/OPTIONS:

Not applicable.

EVALUATION AND RECOMMENDED ACTION:

Approval is requested for Amendment No. 3 to the independent contract for Audio Visual Design Services with Rosen, Goldberg, Der & Lewitz, Inc. for the District-Wide Smart Classroom Initiative, in the amount of \$21,750.

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)

Vice Chancellor Ikharo

(*****Board contract approval is subject to negotiation and execution by the Chancellor.)

DOCUMENT PREPARED BY:

Prepared by: Sadiq B. Ikharo
Dr. Sadiq B. Ikharo, Vice Chancellor for General Services

Date: 11/29/11

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Sadiq B. Ikharo
Dr. Sadiq B. Ikharo
Vice Chancellor for General Services

Date: 11/29/11

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 by re
Ron Gerhard, Chief Financial Officer

Date: 11/30/11

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: _____

CHANCELLOR'S OFFICE APPROVAL

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

Signature: Wise E. Allen
Wise E. Allen, Chancellor

Date: 11/30/11

ROSEN
GOLDBERG
DER &
LEWITZ, INC.

Acoustical and Audiovisual Consultants

November 17, 2011

Robert Dias
Director of Capital Projects
Peralta Community College District by email: rdias@peralta.edu

Subject: Request for additional AV design and CA fee, PCCD Smart Classroom project

CAMPUS: District Wide
PROJECT NAME: Smart Media Initiative Project
PCCD PROJECT NO. 2368 PROJECT MGR. Claudette Brero-Gow
VENDOR # 727656

Dear Robert:

We have revised our fee proposal for the addition services performed by RGDL during the Construction Administration phase. We have reduced our originally proposed fee by 20% to \$21,750.

The CA phase has lasted close to a year, much longer than originally anticipated. Part of the reason is the additional time taken for meetings and review of changes to individual rooms and systems requested by the users.

In order to stay on track with the management and contract administration phase of the project, we have exceeded our present contract amount and would ask the Board to consider the following reasons for our request for additional fee.

1. Following our design phase, there have been many changes to the systems in order to accommodate the many variations of systems from room to room. This required us to spend additional hours of design work while in the contract administration (CA) phase of the project. Examples would include the following:
 - a) Redesign review of Merritt room P307 to use flat panels instead of projector.
 - b) Redesign of cabling and AV elements in BCC 431 to accommodate the use of existing conduit pathways.
 - c) Design changes--addition of projectors in certain areas Laney TH426, Alameda D312.
 - d) Total redesign for Merritt A113 fitness center which varies greatly from any of the 3 technology designs developed in the contract documents.
2. The amount of time spent during the substantial completion walkthrough has far exceeded our original understanding of what was expected. We anticipated that we would visit several rooms of each type on each campus in order to evaluate the operations and performance of the systems, so that a punch list template can be

developed for each type of space (i.e. level 1, level 2, and level 3 technology spaces). From this we would expect the client representative to assist in the walkthrough in order to determine whether any outstanding items exist on the punch list. We would certainly be expected to comment on any questions that arose during the process, but we were not expecting to spend 30 minutes (average) on each and every level 1 technology room. In level 2 and 3 technology rooms, we would expect to attend full walkthroughs of the spaces—among all four campuses, there are 4 level 2 technology rooms and 6 level 3 technology rooms; There are 115 level 1 technology rooms.

3. During at least one of the scheduled substantial completion walkthroughs, both district and college representative did not attend the walkthrough, making it necessary for us rescheduling and losing 4 hours of time.
4. Due to the absence of resident PC's to be supplied by the college in the smart classrooms, the substantial completion walkthrough process was negatively impacted in that a separate laptop had to be setup in each classroom to functionally substitute for the functionality of the resident PC. This added time to the substantial completion walkthroughs.
5. Due to the fact that the project was delayed, the installation and resulting substantial walkthroughs have been extended into the fall school season, which is requiring us to navigate around the school schedule, which is adding time to the walkthrough process.

The additional CA phase fee request is \$21,750.

These changes and additional CA work were not anticipated when the original project scope was developed. This additional work has contributed to the success of the project in terms of user satisfaction and has brought great value to the project.

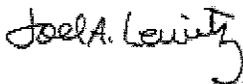
If requested, I can provide a detailed breakdown of the additional work with dates, rates and hours.

I am hopeful that this revised proposal can be submitted to the Board ant the December 6th meeting.

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

Sincerely,

Rosen Goldberg Der & Lewitz, Inc.



Joel A. Lewitz, PE
Principal, RGDL