

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of February 28, 2012**

ITEM #

**ITEM TITLE:**

Consider Approval of Amendment No. 1 to the Independent Consultant Contract with B-G Consulting Company for Additional Construction Oversight for Capital Project

**SPECIFIC BOARD ACTION REQUESTED:**

Approval is requested for Amendment No. 1 to the independent consultant contract for B-G Consulting Company for additional construction oversight for capital projects, in the not-to-exceed amount of \$45,000.

**ITEM SUMMARY:**

Under this amendment, the following services will be provided for the period from January 24, 2012 to June 30, 2012:

- Contract negotiations and execution
- Budget cost/budget transfer process
- Assistance with the College of Alameda C & D Building design-build project including:
  - Preparation of Request for Qualifications (RFQ)
  - Pre-qualification process
  - Interviews and selection
- Legal interface on contract issues
- Budget transfers between projects
- Modifications required to consolidate the PeopleSoft budgets with those approved by the Board of Trustees
- Bi-monthly budget/cost reports
- Team member on reconciliation of the Merritt Science and Allied Health design-build contractor to the District budgets
- Assistance with the semi-annual presentation on bond activities
- Other assignments as required by the District

**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, support services for the "acquisition, construction, repair, refurbishment, equipping, upgrading, and modernization of classrooms, campuses, buildings, facilities, and grounds throughout the District."

**BACKGROUND/ANALYSIS:**

B-G Consulting Company has been providing consulting services under an independent contract in the amount of \$78,500 for the current fiscal year. The original estimate for the year of \$78,500 will be exceeded due to additional consultant hours required in working with the District Finance staff to reconcile project budgets and to prepare reports for the Measure A Bond Oversight Committee. This consultant also provided interim

services after the former Director of Capital Projects resigned. The time period until the new director was hired was longer than originally estimated, thus incurring additional hours. Including this Amendment No. 1, the total not-to-exceed contract amount will be \$123,500.

**DELIVERABLES/SCOPE OF WORK:**

During the period from 7/1/11 to 1/10/12 this consultant (Claudette Breo-Gow) accomplished the following:

- Saved the District estimated contract costs of over \$1,000,000 through negotiations on contracts. Negotiated and produced contracts with Kitchell, CEM, VBN Architecture, Salas O'Brien, WLC Architecture, TCG Services, Noll & Tam Architects, Alicia Jensen, and others
- Assisted with change order and legal negotiations with Gilbane Construction, IMR Construction, Alten Construction, and others
- Produced multiple Budget Transfers
- Worked with Jim Grivich and Ron Gerhard on reconciliation of Measure A budget, costs and project numbers
- Assisted with the duties of the Director of Capital Projects while the position was vacant
- Produced budget/cost reports on bond programs
- Assisted with the orientation of the new Capital Projects Director when the position was filled
- Assisted with the new DCA (Design/Construction) format
- Assisted with the implementation of a new process for review of change orders
- Assisted with changes in the bond program as it applies to new finance/administration rules

**ANTICIPATED COMPLETION DATE:**

The current contract period ends on June 30, 2012.

**ALTERNATIVES/OPTIONS:**

Not applicable.

**EVALUATION AND RECOMMENDED ACTION:**

Approval is recommended for Amendment No. 1 to the independent consultant contract for B-G Consulting Company for additional construction oversight for capital projects, in the not-to-exceed amount of \$45,000.

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

YES \_\_\_\_\_ NO  X

**COMMENTS:**

B-G Consulting Company was evaluated by the Vice Chancellor of General Services during the first seven months of the contracting period. The vendor performed exceptionally well, and recommendation of this amendment is requested.

**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: Dr. Sadiq B. Ikharo Date: \_\_\_\_\_  
Vice Chancellor for General Services

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: Dr. Sadiq B. Ikharo Date: \_\_\_\_\_  
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: Ronald Gerhard Date: \_\_\_\_\_  
Ronald Gerhard, Vice Chancellor of Finance

**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 Thi Nguyen Date: \_\_\_\_\_  
General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

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

Signature: Wise E. Allen Date: \_\_\_\_\_  
Wise E. Allen, Chancellor



**B-G CONSULTING COMPANY**  
435 Hillway Drive  
Emerald Hills, CA94062  
Phone 650-400-2176  
E-Mail: b\_gconsult@yahoo.com

February 8, 2012

Peralta Community College District  
333 East 8<sup>th</sup> Street  
Oakland, Ca 94060

***PROPOSAL TO AMEND FACILITY PROGRAM MANAGEMENT  
SERVICES AGREEMENT***

**Project: Peralta Bond Programs**  
**Contract Title: Executive management consulting for bond  
Programs.**

**Period: January 24 to June 30, 2012**

**I propose the following scope of work along with any other  
special projects as assigned by the Dept of General Services.**

- Contract negotiations and execution.**
- Budget/Cost and Budget Transfer Process**
- Assistance with the large College of Alameda, Design/Build  
Project including the RFQ, Pre-qualification process and  
Advisory reviews.**
- Legal interface on contract issues.**
- Budget Transfers between projects.**



Modifications required to consolidate the PeopleSoft Budgets with those approved by the Board of Trustees.  
Bi-Monthly Budget/Cost reports.  
Team member on reconciliation of the Merritt-Science Design-Build contractor to the District Budgets.

I will also assist with:

The special semi-annual presentation on bond activities.

Other assignments as required by the District.

In the period from 7/1/11 to 1/10/12:

- I have saved the District estimated contract costs of over \$1,000,000 through negotiations on contracts. Negotiated and produced contracts with Kitchell, CEM, VBN Architecture, Salas O'Brien, WLC Architecture, tCG Services, Noll & Tam Architects, Olive Construction CM, Athonio Inspections Services, Alicia Jensen and others.
- Assisted with Change Order and legal negotiations to Gilbane Construction, IMR Construction, Alten Construction, and others.
- Produced multiple Budget Transfers.
- Worked with Jim Grivich and Ron Gerhard on reconciliation of Measure A budget, costs, and project numbers.
- Assisted with the duties of the Director of Capital Projects while the position was vacant.
- Produced Budget/Costs reports on bond programs

- 
- Assisted with the orientation of the new Capital Projects Director when the position was filled.
  - Assisted with the new DCA (Design/Construction) format
  - Assisted with the implementation for a new process for review of change orders.
  - Assisted with changes in the bond program as it applies to new finance/administration rules.

**Fees:**

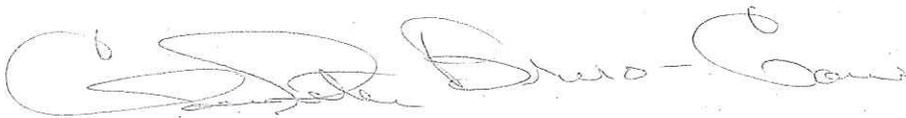
**Cost of Work:**

Charged at the rate of \$157.00/hour. For the purpose of calculation I have included two (2) days per week from February 1, 2012 to June 30, 2012, with an amount not to exceed \$45,000.00. Monthly Billings to be submitted on an hourly basis.

Monthly reports of activities will be submitted with the invoices.

My 40+ years of experience with public entities and in the construction industry affords the options for the General Services team to exchange ideas and find solutions for a large, complex construction bond program issues.

Respectfully submitted,  
**B-G CONSULTING**



**Claudette Brero-Gow**