

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of April 24, 2012**

ITEM # 25

**ITEM TITLE:**

Consider Approval to Enter into an Agreement with Salas O'Brien for Engineering Design Services for the Building A Heating Upgrades Project at Merritt College

**SPECIFIC BOARD ACTION REQUESTED:**

Approval is requested to enter into an agreement with Salas O'Brien for engineering design services for the Building A Heating Upgrades project at Merritt College, in the not-to-exceed amount of \$35,000.

**ITEM SUMMARY:**

The existing heating units in Building A are failing. Repairs are no longer effective due to the age and condition of the equipment. The design schedule will be accelerated with the intent of performing construction during the summer and completing the work prior to the fall semester. Because of the critical nature of the project and the time required to complete it, administrative staff recommends entering into an agreement with Salas O'Brien.

**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, Merritt College, "Plumbing, electrical, mechanical system upgrades and improvements."

**BACKGROUND/ANALYSIS:**

Salas O'Brien is currently providing design services under an agreement for the Merritt Chiller Plant and Power Upgrade for the adjacent Library building. Salas O'Brien was selected for that project through a formal Request for Qualifications (RFQ) process approved by the Board of Trustees at the meeting of June 28, 2011.

**DELIVERABLES/SCOPE OF WORK:**

Services to be provided under this agreement include:

- Design services for the following scope of work:
  - Replacement of unit heaters in Rooms A130 and A139
  - Replacement of radiant heater in Room A108
  - New hot water fan coils for the music and administrative offices
  - Replacement of gas convection heaters in Rooms A122, A133 and the Fitness Center
- Preparation of specifications to be used in the formal bid for construction of the heating upgrades
- Obtain approvals from governing agencies
- Attend meetings as requested by the District
- Provide construction administration services
- Responsible for project close-out with the Division of the State Architect (DSA)
- Additional services as required by the District

**ANTICIPATED COMPLETION DATE:**

It is anticipated that the project will be complete before the fall semester begins.

**ALTERNATIVES/OPTIONS:**

Not applicable.

**EVALUATION AND RECOMMENDED ACTION:**

Approval is recommended to enter into an agreement with Salas O'Brien for engineering design services for the Building A Heating Upgrades project at Merritt College, in the not-to-exceed amount of \$35,000.

**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: Dr. Sadiq B. Ikharo Date: April 12, 2012  
Vice Chancellor for General Services

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: Dr. Sadiq B. Ikharo Date: April 12, 2012  
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: 4-20-12  
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: 4-20-12  
General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

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

Signature: Wise E. Allen Date: 4-20-12  
Wise E. Allen, Chancellor