

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of September 11, 2012**

**ITEM TITLE:**

Consider Approval of Amendment No. 1 to Independent Contractor/Consultant Services Contract with Inspection Services, Inc. for Testing and Inspection Services for the Photovoltaic (PV) System at Merritt College

**SPECIFIC BOARD ACTION REQUESTED:**

Approval is requested for Amendment No. 1 to the independent contract with Inspection Services, Inc. (ISI) for Division of the State Architect (DSA) required testing and inspection services for the Photovoltaic (PV) System project at Merritt College, in the not-to-exceed amount of \$6,310.

**ITEM SUMMARY:**

Independent Contractor/Consultant Services Contract 14117, in the not-to-exceed amount of \$9,728, was issued to ISI for special inspection and material testing services for the Photovoltaic System project. ISI based their original estimate in part on the anticipated use by the contractor of local metal fabricators. The actual metal fabricator was located in Fresno, thus increasing the cost of materials testing and inspection services provided by ISI.

**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 Projects, "Solar energy system installation and the retrofitting of existing energy systems."**

**BACKGROUND/ANALYSIS:**

Board approval of this amendment is required because the amount of the total purchase orders issued to ISI exceeds the annual threshold.

**DELIVERABLES/SCOPE OF WORK:**

Division of the State Architect (DSA) required testing and inspection services for the Photovoltaic (PV) System project at Merritt College.

**ANTICIPATED COMPLETION DATE:**

The testing was performed December 9 and 10, 2011, but invoices were not received by the District until now and exceeded the balance remaining in the independent contract.

**ALTERNATIVES/OPTIONS:**

Not applicable.

**EVALUATION AND RECOMMENDED ACTION:**

Approval is recommended for Amendment No. 1 to the independent contract with Inspection Services, Inc. (ISI) for Division of the State Architect (DSA) required testing and inspection services for the Photovoltaic (PV) System project at Merritt College, in the not-to-exceed amount of \$6,310.

**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 Ikhara

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

**DOCUMENT PREPARED BY:**

Prepared by: Dr. Sadiq B. Ikharo Date: August 30, 2012  
Vice Chancellor of General Services

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: Dr. Sadiq B. Ikharo Date: August 30, 2012  
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: Ronald Gerhard Date: 9-7-12  
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: 9-7-12  
General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

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

Signature: José M. Ortiz Date: 9-4-12  
José M. Ortiz, Chancellor