

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of November 13, 2012

ITEM TITLE:

Consider Approval of an Independent Contractor/Consultant Services Contract with American Air Conditioning, Plumbing & Heating

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested to enter into an Independent Contractor/Consultant Services Contract (ICC #12180) in the amount of \$14,548 with American Air Conditioning, Plumbing & Heating (American Air).

ITEM SUMMARY:

This ICC involves the replacement of the failed, obsolete ventilation unit serving the entire upper level of Merritt Building Q, including the administrative staff and President's offices. Presently no forced ventilation occurs on the entire floor due to the failed unit. This urgent replacement is necessitated due to the health concerns of stagnant air on the entire upper floor of Building Q at Merritt College. With winter approaching, proper heating will not occur there without this air handler replacement. Board approval is necessary because the vendor's fiscal year work to-date totals \$22,172, and this ICC pushes their total above the \$25,000 annual threshold for General Funds maintenance work.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

District Maintenance General Funds.

BACKGROUND/ANALYSIS:

On August 23, 2012, the District entered into an independent contract (ICC #12050 in the amount of \$7,272) with American Air to perform various HVAC and plumbing tasks at Merritt College:

- Furnish and install two back draft dampers in the relief plenum for exhaust fan #3 serving the third level in Building Q (\$3,016)
- Repair four leaking elbows in the aged underground hot water heating infrastructure piping (\$2,960)
- Installation of a backflow preventer for the horticulture greenhouse watering system (\$1,296)

On October 9, 2012, the District entered into an independent contract (ICC #12162 in the amount of \$14,900) with American Air to provide a new three-ton wall mounted HVAC unit for the campus main IT Server Room (Room D-161) to complement additional server equipment and augment the reduced operation of the existing, aged HVAC unit.

Approval of ICC #12180 will bring American Air's total work this fiscal year to \$36,720, exceeding the \$25,000 annual threshold and necessitating Board approval.

DELIVERABLES/SCOPE OF WORK:

Furnish and install a Greenheck BDF-180 5000 cfm 1.5 static fan in the Cashier's Office in Building Q at Merritt College. The scope of work includes removal of the existing fan, new duct transitions as required, and the reconnection of the existing electrical power.

ANTICIPATED COMPLETION DATE:

The estimated completion date is December 31, 2012. (There is a five-week lead time for ordering the unit.)

ALTERNATIVES/OPTIONS:

Not applicable.

EVALUATION AND RECOMMENDED ACTION:

Approval is recommended to enter into Independent Contractor/Consultant Services Contract (ICC) #12180 in the amount of \$14,548 with American Air Conditioning, Plumbing & Heating (American Air).

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: November 5, 2012
Vice Chancellor of General Services

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Dr. Sadiq B. Ikharo Date: November 5, 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: 11-9-12
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: 11-9-12
General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: José M. Ortiz Date: 11-6-12
José M. Ortiz, Chancellor