

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

ITEM TITLE:

Consider Approval of Amendment No. 2 to the Agreement with Valley Relocation and Storage and Approval of Amendment No. 2 to the Agreement with Crown Worldwide Moving and Storage for Furniture and Equipment Moving Services

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested for Amendment No. 2 to the agreement with Valley Relocation and Storage and Amendment No. 2 to the agreement with Crown Worldwide Moving and Storage for furniture and equipment moving services, in the total amount of \$200,000 (\$105,000 for Valley Relocation and Storage and \$95,000 for Crown Worldwide Moving and Storage). The amendments will extend the agreement services until December 31, 2013.

ITEM SUMMARY:

The continued need for move services is related to Measure A capital projects development at the four colleges and the District Administrative Center (DAC) in the Peralta District. These projects are ongoing and require the removal and replacement of office equipment and furnishings beyond the scope of labor resources available to campus personnel. The prices for moving services will remain the same as the originally quoted prices in the existing contracts. The original RFP indicated that the district would issue a contract for moving services to the highest ranking vendor and a second contract to the next highest ranking vendor. This allowed the District to have another company available for last minute moves, in case the primary vendor was not available. Both companies have performed satisfactorily, and it is recommended that their services be extended because of satisfactory work performance and because of the ongoing nature of the work they are to perform in conjunction with moving services related to Measure A capital projects. This will be the third and final year of their contracts.

The Board approved the original agreements with Valley Relocation and Storage and Crown Worldwide Moving and Storage at the meeting of December 7, 2010. The not-to-exceed total was \$250,000 (Valley Relocation and Storage as the primary mover, in the amount of \$150,000, and Crown Worldwide Moving and Storage as the secondary mover, in the amount of \$100,000). The companies were selected through a formal Request for Proposals process. The agreements were for two-year periods with one-year renewal options. At the Board meeting of July 19, 2011, amendments to the agreements were approved in the total amount of \$200,000 (\$100,000 for each company). Including Amendment No. 2 to the contract with Valley Relocation and Storage, the total will be \$355,000; and including Amendment No. 2 to the contract with Crown Worldwide Moving and Storage, the total will be \$295,000.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

General Funds or Measure A, depending on the moving service required.

BACKGROUND/ANALYSIS:

Under the existing contracts and amendments, the following moves were completed:

Laney Campus

1. Relocation of EOPS supervisor from Student Center to new office in Building A
2. Relocation of IT from the Tower to the Theater Building
3. Relocation of Forum 160 (vacate for ADA compliance)
4. Relocation of Theater Building for ADA compliance project
5. Relocation of IT Department from Tower to Building A
6. Relocation of 2nd floor of the Tower to upper A Building (Financial Aid)
7. Relocation of Counseling (3rd floor Tower) to Counseling Portables
8. Relocation of Tower floors 4 through 8 to the Eagle Village portables
9. Removal and replacement of Nurse's Station in the Student Center for construction
10. Relocation of Laney Nurse's station from Tower to Student Center
11. Relocation of President's Office to Library
12. Relocation of Portable 1 to Library

Merritt College:

1. Relocation of Business Manager's Office to portables
2. Relocation of IT Department to Building A
3. Relocation of electron microscope from the Department of Energy to Merritt
4. Relocation of Merritt Library from L Building to Building A and to storage
5. Removal of lower L Building to Storage for L Building renovation
6. Relocation of Horticulture to portables at Merritt
7. Relocation of Horticulture back to their original building
8. Relocation of Genomics to 860 Atlantic in Alameda
9. Relocation back into Building Q
10. Relocation of Business Manager back to Building Q
11. Relocation production to Building Q
12. Relocation of President's Office to Building Q

College of Alameda:

1. Relocation of Library antiquated furniture for arrival of new replacement furniture
2. Removal of CDC surplus furniture
3. Removal of Alameda surplus furniture for use in Laney Student Center Clinic
4. Move of C and D Chemistry and Biology Labs (pending)
5. Removal of antiquated furniture from Child Development Center for rental availability

Berkeley City College:

1. Removal of BCC antiquated 3rd Floor furniture for arrival of new furniture
2. Removal of furniture for floor replacement in Chemistry/Biology labs (3 phases)
3. Relocation of Business Office from 4th floor to 1st floor
4. Surplus furniture removal in 18 rooms at BCC and at the 2070 Allston Way Annex to accommodate arrival of new furniture
5. Removal of furniture from Shattuck address to vacate leased facility
6. Relocation of Financial Aid for Phase III
7. Relocation of Art class to swing space

8. Relocation of Financial Aid to Rm. 165

DELIVERABLES/SCOPE OF WORK:

The anticipated moves for the upcoming fiscal year are as follows:

College	Move	Time Schedule
Laney College	Relocation of items in Theater Building	2012/2013
	Relocation of items from storage	2012/2013
Merritt College	Move into Library from storage	2013
	Move from Building A to Library	2013
	Move from Building A to Building Q	2013
College of Alameda	Move Biology Department to 860 Atlantic	2013
	Move out of Cougar Village	2013
860 Atlantic	Relocation of Genomics Equipment	2012

ANTICIPATED COMPLETION DATE:

These amendments will extend moving services for Valley Relocation and Storage and Crown Worldwide Moving and Storage through December 31, 2013.

ALTERNATIVES/OPTIONS:

Not applicable.

EVALUATION AND RECOMMENDED ACTION:

Approval is recommended for Amendment No. 2 to the agreement with Valley Relocation and Storage, in the amount of \$105,000, and Amendment No. 2 to the agreement with Crown Worldwide Moving and Storage for office and industrial moving services, in the amount of \$95,000 (total amount of \$200,000).

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: December 3, 2012
Vice Chancellor of General Services

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Dr. Sadiq B. Ikharo Date: December 3, 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: 12-7-12
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: 12-7-12
General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

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