

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of February 12, 2013

ITEM TITLE:

Consider Approval to Enter into a Contract with American Air Conditioning, Plumbing & Heating (American Air) for Emergency Repairs to Replace the Boiler Room Valves at Laney College and Gas Shut-Off Valves in the Laney Theater

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested to Enter into a Contract with American Air Conditioning, Plumbing & Heating (American Air), in the not-to-exceed amount of \$9,981.

ITEM SUMMARY:

This contract involves American Air Conditioning, Plumbing & Heating to repair broken equipment in the Boiler Room at Laney College and Laney Theater. These repairs are needed because the existing equipments have outlived its usefulness and must be replaced.

The scope of work includes the following:

- Repair three (3) 2" valves on the manifold and add a 2" shut-off valve on the industrial water riser in the Laney Boiler Room. A total of four (4) valves will be replaced.
- Remove and replace a leaking 1-1/4" shut off valve in the Laney Theater.

Board approval is necessary because the vendor's fiscal year work to-date totals \$46,701, which exceeds the annual \$25,000 service threshold for General Funds maintenance work.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

District Maintenance General Funds.

BACKGROUND/ANALYSIS:

American Air has entered into an Agreement with the District, and already completed the following scope of work:

1. Performed various HVAC and plumbing tasks at Merritt College under an ICC in the amount of \$7,272.
 - Additional work was added to furnish and install two back draft dampers in the relief plenum for exhaust fan #3 serving the third level in Building Q in the amount of \$3,016.
 - Repair four leaking elbows in the aged underground hot water heating infrastructure piping totaling \$2,960.
 - Install backflow preventer for the horticulture greenhouse watering system in the amount of \$1,296.
2. Provided a new three-ton wall mounted HVAC unit for the campus IT Server Room in the amount of \$14,900.
3. Replaced obsolete ventilation in the amount of \$14,548 for Building Q at Merritt College.

The approval of this current request in the amount of \$ 9,981 will bring American Air's total work this fiscal year to \$46,701.

DELIVERABLES AND SCOPE OF WORK:

American Air Conditioning, Plumbing & Heating shall repair broken equipments in the Boiler Room at Laney College and Laney Theater as identified in the Item Summary.

ANTICIPATED COMPLETION DATE:

June 30, 2013

ALTERNATIVES/OPTIONS:

Not Applicable

EVALUATION AND RECOMMENDED ACTION:

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

YES _____ NO X

COMMENTS:

None

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?

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: January 30, 2013
Vice Chancellor of General Services

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Dr. Sadiq B. Ikharo Date: January 30, 2013
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: _____ Date: _____
Ron Gerhard, Vice Chancellor for Finance and Administration

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: _____ Date: _____
Thuy Thi Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: _____ Date: _____
Dr. José M. Ortiz, Chancellor



12/12/12

Peralta College District
333 East 8th
Oakland, CA

attn: Robert Beckwith\ Don
fax: Robert Beckwith [rbeckwith@peralta.edu]

Ref: Laney: Boiler Room- Industrial Water Feed/ Theater- Gas Leak

We propose the following repair:

1) replace three 2" valves on the Manifold and add a 2" shut off valve on the Industrial Water riser. Total of four valves will be replaced. Peralta shut down and turn back on the water lines and bleed the air from the system. EXCLUDING Overtime Costs and Existing Plumbing Problems.

2) Remove the leaking 1 1/4" medium pressure Barco Seismic Joints unions and replace with a Metra Flex U Loop and a 1 1/4" shut off valve. The piping will be welded. Peralta Colleges will shut down the gas line, assist in purging the lines and relight all the equipment. Please allow 2 weeks lead time to obtain the seismic loop and schedule the welding. EXCLUDING Overtime Costs and Existing Plumbing Problems.

Quoted Cost:..... \$ 9,981

This quote excludes any repairs to other equipment issues that are not apparent and quoted above, any costs associated with asbestos abatement and any building code upgrades.

Please sign below to authorize this work and fax it back to our office. Feel free to call for clarification about the proposed work or to discuss alternative solutions.

Sincerely,

Mark DeFranco
Supervisor

Accepted as proposed:

Sadiq B. Phemmo

Name/ title

12/17/12

date



DEPARTMENT OF GENERAL SERVICES—PROJECT

EVALUATION FORM

Vendor: American Air Conditioning, Plumbing and HeatingVendor No.: 501489Date: August 30, 2012

This evaluation form is to be used by the Department of General Services and external Project Managers and Construction Managers to evaluate all projects including Consultants contracts.

The Department of General Services recognizes that Consultant cannot improve or sustain good performance without project-specific constructive feedback. This evaluation is to provide constructive feedback and will be kept on file for review for future consultant selection.

Interim evaluations are used to give timely performance feedback, and allows opportunity for performance modification to ensure the project's success.

Final evaluation is used for future Consultant selection, and helps the District's General Services Department develop and hire the best possible firms.

PROJECT INFORMATION

Project No:	ICC 15998	Project Name: Replace the natural gas pressure regulator at the DAC	
Project Start Date:	2/21/2012	Location of Project:	:DAC % Complete: : 100%
Scope of Work: Perform infrastructure repairs initially replacing the gas pressure regular at the DAC. Other tasks to include replacement of broken cast iron piping of Laney drains, and other piping repairs District-wide.			
Type of Work:	Piping repairs	Facilities Project Manager:	R. Beckwith
Firm Name:	American Air	Consultant Project Manager:	N/A
Evaluation Date:	August 30, 2012	Evaluation Type: (Check one)	<input type="checkbox"/> Interim or <input checked="" type="checkbox"/> Final

RATING SYSTEM DEFINITIONS

Scale	Rating Name	Rating Description
5	Outstanding	Deliverables exceed standards with minimal District General Service's direction; seeks opportunities for self-improvement; models, coaches and inspires excellent service; owns project problems and offers analysis of resolution options.
4	Great	Deliverables exceed standards with some District General Service's direction; frequently checks in on status of service and provides consistent quality service; identifies project problems in advance and offers timely alternative options.
3	Good	Deliverables meet standards with some District General Service's direction; provides expected service and quality checks required by the contract; helps to analyze and resolve problems as they occur.
2	Improvement Needed	A comment is required. Deliverables eventually meet minimum standards with frequent District General Service's coaching required; provides mediocre service, rarely checking for feedback; unaware of problems until discovery by others, then provides weak solution analysis.
1	Unacceptable	A comment is required. Deliverables are substandard even with frequent District General Service's coaching; rarely provides expected service and no quality service checks are evident; unaware of

		problems until discovery by others, then unable to provide analysis or resolution options.
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GENERAL MANAGEMENT

Complete this section for all services

	<u>Score</u>	<u>Comment</u>
1) RESOURCES —Manages resources effectively including, sub-consultants, schedules meetings and provides progress reports, and milestones.	5	Was able to immediately mobilize and complete this work in conjunction with the campus schedule.
2) QUALITY CONTROL —Provides quality control throughout the project. Follows the District's standards. Implements a quality control/assurance plan for the project.	5	This project was completed as defined.
3) COMMUNICATION — Communicates effectively with the Project Team, Sub-consultants, Stakeholders, District Management, and at meetings.	5	Director Beckwith was continually aware of progress.
4) BUDGET —Manages budgets effectively. Brings projects in within budget. Reviews all invoices and makes sure proper scope of work is addressed on invoices, and submits invoices on time.	5	All work was completed within budget.
5) MANAGEMENT —Manages the contract and modifications. Negotiates change orders in a fair collaborative and open manner.	5	No change orders.
6) POLICY —Understands and conforms to the District's General Services policies, procedures, standards, manuals of instruction, and if applicable any State-Aid requirements.	5	Worked within District guidelines.
7) SCHEDULE —Develops and meets a realistic schedule for the project and scope of services.	5	Their schedule was adhered to.
8) OPERATION —Reviews drawings/specifications and works with Project Manager to mitigate exposure to change orders. Understands the entire project scope and work to makes sure sub-consultants understand the scope.	4	Although no drawings were developed by the District for this fast track project, American Air understood the project well.
9) PROVIDES SOLUTIONS —Proposes innovative solutions to Design & Construction Challenges.	5	No challenges occurred.
10) TEAMWORK —Works effectively with project team members and stakeholders.	5	Worked in unison with the District and the City of Alameda.
TOTAL FOR GENERAL MANAGEMENT	49	

ENVIRONMENTAL SERVICES

Complete this section if this contract is for environmental services.

	<u>Score</u>	<u>Comment</u>
1) QUALITY —Prepares quality environmental documents.		
2) FOLLOWS THE LAW —Understands and conforms with state and local laws regarding environmental services.		
3) COLLEGE INVOLVEMENT —Involves the Colleges with regard to environmental issues. Makes sure Colleges are informed.		

TOTAL FOR ENVIRONMENTAL SERVICES		
DESIGN SERVICE		
<i>Complete this section if this contract is for design services.</i>		
	<u>Score</u>	<u>Comment</u>
1) DESIGN PROCESS —Follows the District's General Services Design Process and is knowledgeable of Federal/State/Industry design standards.		
2) DESIGN GOALS —Design to the District's needs, and fulfills project mitigation commitments for any environmental, right of way, utility, etc. requirements.		
3) CONTENT SOLUTION —Design connect with the College values and the build environment. Design meets the Districts Standards.		
4) DELIVERABLES —Develops quality plans, specifications, estimates, reports, meeting minutes.		
5) INNOVATION —Delivers a product that effectively applies innovative solutions to project challenges within the project requirements (scope, schedule, and budget).		
6) OUTSIDE AGENCIES —Works effectively with State & Local Agencies.		
TOTAL FOR DESIGN SERVICES		

CONSTRUCTION ENGINEERING MANAGEMENT

Complete this section if this contract is for construction engineering management.

	<u>Score</u>	<u>Comment</u>
1) PARTNERS —Effectively partners with Contractor, District General Services, District Consultants (AOR, IOR), State (DSA), Local Agency, Utility Firms, and adjacent property owners to work solutions to Design & Construction Challenges.		
2) INSPECTION AND TESTING —Performs and documents in a timely manner quality materials testing and inspections consistent with District's General Services standards.		
3) OVERSIGHT —Ensures Contractors complies with the construction contract.		
4) WORKING ENVIRONMENT —Monitors and supports a SAFE work environment for project personnel and the public.		
5) CONTRACT ADMINISTRATION —Provides timely and accurate contract administration. Processes change orders, and payments on-time, reviews project documentation.		
6) CLOSEOUTS —Provides timely and accurate closeout process with state and local agencies.		
TOTAL FOR CONSTRUCTION ENGINEERING SERVICES		

OVERALL EVALUATION COMMENTS/FEEDBACK

Director of Capital Projects Comments/Feedback: <p style="text-align: center;">American Air performed as desired. -RWB, Director of Facilities and Operations</p>	
Facilities Project Manager Feedback: How likely is it you will select this consultant for future projects? Check One: <input checked="" type="checkbox"/> Very Likely <input type="checkbox"/> Likely <input type="checkbox"/> Maybe <input type="checkbox"/> Unlikely (Explain) <input type="checkbox"/> Very Unlikely (Explain)	
Consultant Project Manager Comments/Feedback: <p style="text-align: center;">N/A (no Consultant PM was utilized).</p>	
Overall Evaluation Score:	49 out of 50

APPROVAL SIGNATURES

1. Project Manager

X

Signature

R. W. Beckwith

Print Name

8/30/2012

Date

x7269

Phone

2. Director of Capital Projects

X

Signature

Robert Dias

Print Name

8/30/2012

Date

510 466-7213

Phone

3. Vice Chancellor of General Services

X

Signature

Dr. Sadiq B. Ikharo

Print Name

9/28/2012

Date

510 466-7336

Phone