

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

ITEM TITLE:

Consider Approval of Amendment No. 1 to the Agreement for Professional Services with B-G Consulting Company to Provide Consulting Services to the Department of General Services and Finance

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested for Amendment No. 1 to the Agreement with B-G Consulting Company to continue professional consulting services on capital projects, in the not-to-exceed amount of \$35,000.

ITEM SUMMARY:

Under this amendment, B-G Consulting Company will provide the following services for the period from January 1, 2013 through June 30, 2013. Deliverables and accomplishments by the consultant will be evaluated by the District.

Deliverables and scope of consultant services will include, but are not limited to:

- Assist with budget reconciliation of the Measure E bond fund, including budget transfers, historical data review and other bond support, as needed. This reconciliation will enable the District to draw down Measure E bond that was passed in 2002.
- Assist the Department of General Service and Finance with contract negotiations, and value engineering for ongoing projects as needed.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

Measure A, approved by the voters in Peralta's constituency and authorized under in Resolution 05/06-45, Exhibit A-1, District-Wide, support services for the "acquisition, construction, repair, refurbishment, equipping, upgrading, and modernization of classrooms, campuses, buildings, facilities, and grounds throughout the District."

BACKGROUND/ANALYSIS:

B-G Consulting Company is currently providing consulting services. Under the original contract, B-G Consulting Company provided consulting services on Measure A and Measure E bond funded capital projects and equipment acquisition. During the course of the contract, the District requested for B-G Consulting Company to provide additional services while the Director of Capital Projects position was vacant. B-G Consulting Company has been providing consulting services under an independent contract in the amount of \$80,700 during this fiscal year. Including this Amendment No. 1, the total not-to-exceed contract amount will be \$115,700 on all contracts. B-G Consulting Company is only required where no in-house staff is available to undertake a specific project requiring an outside expertise engagement.

DELIVERABLES AND SCOPE OF WORK:

During the period from July 1, 2012 to December 31, 2012, B-G Consulting Company (Claudette Breo-Gow) accomplished the following:

- Negotiated an initial contract for the District with an estimated saving of \$1,000,000. Negotiated and produced contracts with Kitchell, CEM, VBN Architecture, Salas O'Brien, WLC Architecture, TCG Services, Noll & Tam Architects, Alicia Jensen, and others in collaboration with the Vice Chancellor for General Services.
- Assisted with change order and legal negotiations with Gilbane Construction, IMR Construction, Alten Construction, and others
- Assisted with the orientation of the new Capital Projects Director when the position was filled
- Budget Transfers
- Worked with Jim Grivich and Ron Gerhard on reconciliation of Measure A budget, costs and project numbers
- Assisted with the duties of an interim Director of Capital Projects while the position was vacant
- Assisted budget/cost reports on bond programs
- Assisted with the implementation of a new process for review of change orders
- Assisted with changes in the bond program as it applies to new finance/administration policies

ANTICIPATED COMPLETION DATE:

The current contract period ends on June 30, 2013

ALTERNATIVES/OPTIONS:

Not Applicable

EVALUATION AND RECOMMENDED ACTION:

Approval is recommended for Amendment No. 1 to the B-G Consulting Company to continue additional Bond Program Construction Oversight for Capital Projects, in the 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 Ikharo

PLEASE ACQUIRE SIGNATURES IN THIS ORDER:

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: Ronald Gerhard Date: 2-8-13
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: 2-8-13
General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: José M. Ortiz Date: 2-5-13
José M. Ortiz, Chancellor