

**PERALTA COMMUNITY COLLEGE DISTRICT  
Board of Trustees Agenda Report  
For the Trustee Meeting Date of April 9, 2013**

**ITEM TITLE:**

Consider Approval to enter into an Agreement with Terraphase Engineers to Provide Topographic, Utility, and Geotechnical Surveys for the Laney College Building Efficiency for a Sustainable Tomorrow (B.E.S.T.) for a not-to exceed amount of \$35,500

**SPECIFIC BOARD ACTION REQUESTED:**

Approval is requested to enter into an Agreement with Terraphase Engineers to provide topographic, utility, and geotechnical surveys for the Laney College Building Efficiency for a Sustainable Tomorrow (B.E.S.T.) Center, for a not-to-exceed fee of \$35,500.

**ITEM SUMMARY:**

A formal Request for Information (RFI) was advertised in a publication of general circulation on **February 6 & 13, 2013**. On February 26, 2013, the Purchasing Department received four (4) proposals from qualified firms that had licensed professionals to conduct environmental/geotechnical, topographical and utility surveys for the Laney College Building Efficiency for a Sustainable Tomorrow also known as the BEST Center.

A selection committee was formed comprising of representatives from the District and an observer from the Purchasing Department. As shown below, four (4) engineering firms submitted proposals and fees for this project. During the interview process, each engineering firm was evaluated by three evaluators and they provided points on their performance. Each engineering firm's performance was evaluated based on the following District's evaluative criteria: 1) qualifications and experience, 2) client references, 3) price on the service, 4) submittal requirements for product recommendation, 5) environmentally sustainable procurement, and 6) Small Local Business Enterprise (SLBE) qualification. Based on this assessment, Terraphase Engineers received the highest points of 293 on their interview. Additionally they provided the lowest total cost fee for the requested service, for a not-to-exceed amount of \$35,500 to provide engineering services for the B.E.S.T. Center.

Firms	Location	Price	Evaluation Committee			
			1	2	3	Total Points
Terraphase Engineers	Oakland, CA	\$35,500	98	100	95	293
BKF/Cornerstone Engineers/Surveyors/Planners	Oakland, CA	\$128,875	84	60	70	214
SANDIS Civil Engineers, Surveyors, and Planners	Oakland, CA	\$47,550	68	70	70	208
Geosphere Consultants Inc.	San Ramon, CA	\$82,700	91	73	83	247

Under this Agreement, Terraphase Engineers will produce for the District a Phase 1 Environmental Site Assessment (ESA) report to identify noticeable environmental conditions (RECs) of the project site. The Phase 1 ESA will be performed in general accordance with the American Society for Testing and Materials (ASTM) standard practice

E 1527-05 and the U.S. Environmental Protection Agency (EPA) applicable inquiry standard effective November 6, 2006.

**Additionally Terraphase Engineering environmental scope of services will include but is not limited to the following:**

- Update the existing Geologic Hazards Assessment for Laney College. The final report will satisfy each applicable requirements of Note 48 of the California Geological Survey.
- Evaluate the presence of hazardous substances and/or petroleum products on the project site or near the site.
- Review of background information on site setting and history of site usage (e.g., topography, site drainage, local soil and geologic characteristics, groundwater and surface water sources, water and wastewater utilities, and land use.
- Complete reconnaissance-level site visit and visual observation of neighboring properties
- Review of regulatory records concerning the site and surrounding area
- Evaluate data and prepare the final report.
- Work with sub-consultant, Kister, Savio & Rei, Inc. to perform and complete the topographic survey.
- Provide a utility survey that will identify sub-surface utilities at future location of the BEST center.

The Chancellor recommends approval.

**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, Laney College, "Classroom and facilities repairs and grounds improvements," Merritt College, "Classroom and facilities repairs and grounds improvements," College of Alameda, "Remodeling and equipping classroom and campus facilities," and Berkeley City College, "Plumbing, electrical, mechanical system upgrades and improvements."

**BACKGROUND/ANALYSIS:**

On February 26, 2013, the Purchasing Department received four (4) RFI proposals from four (4) qualified firms that had licensed professionals to conduct environmental/geotechnical, topographical and utility surveys. These surveys are essential to proceed with for the proposed Laney College Building Efficiency for a Sustainable Tomorrow facility (BEST Center). This service is necessary because community college projects are subject to reviews by the Division of the State Architect (DSA). This service will comply with the Division of the State Architect (DSA) requirements for community college projects. DSA has specific requirements including the number of borings per square foot of new building area. The California Geological Survey (CGS) has a detailed checklist with required parameters. For this new building project, DSA and CGS require a minimum of two explorations per building and one exploration per 5,000 square feet of building footprint.

The four (4) firms that provided proposals consist of BKF Engineers/Surveyors/Planners, Terraphase Engineers, Geosphere Consultants, Inc., and SANDIS Civil Engineers, Surveyors and Planners. Terraphase Engineers and their sub-consultant, Kister Savio and Rei (KSR), have extensive experience working on other projects for the District, such as the Laney College Student Center. Terraphase Engineers has extensive experience negotiating with the California Geological Survey (CGS) regarding geotechnical investigations and foundation types at Laney College. In 2004, KSR performed utility and aerial mapping of the campus.

**DELIVERABLES AND SCOPE OF WORK:**

Deliverables from vendors will include environmental, geotechnical, topographical, and utility surveys to meet all applicable regulatory codes.

**ANTICIPATED COMPLETION DATE:**

The anticipated completion date for the Laney College Surveys for the BEST Center is May 30, 2013.

**ALTERNATIVES/OPTIONS:**

Not Applicable

**EVALUATION AND RECOMMENDED ACTION:**

The administration recommends approval by the Board of Trustees because the above services are essential in starting the design for the BEST Center.

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

YES \_\_\_\_\_ No  X

**COMMENTS:**

All Board recommended contracts are subject to negotiation and execution by the Chancellor.

**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: April 2, 2013  
Vice Chancellor of General Services

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: Dr. Sadiq B. Ikharo Date: April 2, 2013  
Vice Chancellor of General Services

**FINANCE DEPARTMENT REVIEW**

X  Finance review required \_\_\_\_\_ Finance review *not* required





February 25, 2013

Atheria Smith  
Facilities Planning and Development Manager  
Peralta Community College District  
333 East 8th Street  
Oakland, CA 94606

Subject: Proposal to Provide Geotechnical and Environmental Engineering and Surveying Services, Laney College Building Efficiency for a Sustainable Tomorrow, Oakland, California

Dear Ms. Smith,

**1. Company Information/Executive Summary and Letter of Interest**

Terraphase Engineering Inc. (Terraphase) is pleased to present this proposal to provide Geotechnical and Environmental Engineering and Surveying Services to the Peralta Community College District (the District) for the Laney College Building Efficiency for a Sustainable Tomorrow buildings (the BEST Center).

Business address: 1404 Franklin Street, Suite 600, Oakland, California 94612-3215

Email address: Jeff.Raines@terraphase.com

Federal Tax ID number: 27-3543127

Telephone: 510 645-1850

FAX: 510 380-6304

Names and titles of key personnel:

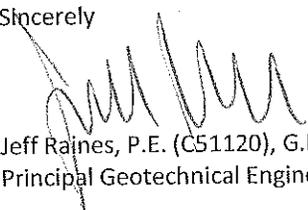
Alan Gibbs, P.G., C.Hg. / Principal Geologist and Vice President  
Jeff Raines, P.E., G.E. / Principal Geotechnical Engineer  
Wendy Bellah, P.E. / Senior Engineer  
Pat Rei, L.S. / Vice President (Kister Savio and Rei, project surveyor)

Brief History of Terraphase

Terraphase was founded on September 30, 2010 by 4 principals from Arcadis-US, including the manager of operations for the San Francisco Bay Area. All of the clients of the 4 principals then migrated their work to Terraphase. Since its founding, Terraphase has grown to 17 professionals.

Jeff Raines is an officer of the corporation authorized to enter into contracts of less than \$100,000. Contracts in excess of \$100,000 require the signature of William Carson, P.E., President of Terraphase. Terraphase personnel have been working at Laney College since 2009 (before the founding of the company) and have developed extensive experience with the campus and what will be required to get the project through the Division of the State Architect.

Sincerely

  
Jeff Raines, P.E. (C51120), G.E. (2762)  
Principal Geotechnical Engineer

2/24/13  
Date

Terraphase Engineering Inc.  
1404 Franklin Street, Suite 600  
Oakland, California 94612  
www.terraphase.com

## Scope of Work

### A. Geotechnical Services.

Terraphase will perform a geotechnical investigation, including updating the existing Geological Hazards Assessment for Laney College. The final report will satisfy each of the applicable requirements of Note 48 of the California Geological Survey.

### B. Environmental Services

The objective of a Phase I ESA is to identify recognized environmental conditions (RECs) at the Site by evaluating the presence or likely presence of hazardous substances and/or petroleum products on the Site or near the Site under conditions that indicate an existing release, a past release, or a material threat of a release into the structures at the Site, or into the ground, groundwater or surface water at the Site. The ESA will be performed in general accordance with ASTM Standard Practice E 1527-05 for Phase I Environmental Site Assessments and the EPA All Appropriate Inquiry standard effective November 6, 2006. The following tasks will be performed for the Phase I ESA:

#### ***Task B1: User-Provided Background information***

The party (the "User") seeking to use Practice E 1527-05 to complete an ESA of a property has specific obligations for completing a successful application of this Practice. Such obligations include, but are not limited to:

- 1.) Reviewing Title and Judicial Records for Environmental Liens or Activity and Use Limitations (AULs);
- 2.) Communicating to the Environmental Professional at Terraphase who is conducting the ESA any specialized knowledge or experience the User has that is material to RECs in connection with the Site;
- 3.) Communicating to the Environmental Professional information on environmental liens or AULs encumbering the Site, if the User has actual knowledge of such information;
- 4.) If the transaction involves an acquisition of the Site, considering the purchase price to the fair market value, if not contaminated, and communicating to the Environmental Professional an explanation for a lower price;
- 5.) Communicating to the Environmental Professional commonly known or reasonably ascertainable information within the local community about the Site that is material to RECs in connection with the Site; and,
- 6.) Communicating to the Environmental Professional the reason why the Phase I ESA is being performed.

It is assumed that the User will complete the obligations listed above, and report the findings to Terraphase in a timely manner. To comply with these obligations, please complete the attached

questionnaire and return to us at the start of the project along with any supporting documentation referenced in the questionnaire.

Terraphase will include the User-provided information in the ESA report. Incomplete information provided by the User may result in data gaps.

***Task B2: Review of Background Information on Site Setting and History of Site Usage***

Relevant background information pertaining to the physical setting of the Site will be obtained from readily available records. This information will include local topography, site drainage, a description of the local soil and geologic characteristics, a description of local groundwater and nearby surface-water sources, water and wastewater utilities at the Site, and land use.

Information concerning the present and past usage of the Site and neighboring properties will be obtained and reviewed to identify evidence of past activities that may have resulted in the release(s) of hazardous substances and/or petroleum products. Sources of this information will consist of aerial photographs; chain-of-title, if available from the Client; previously prepared consultant reports, Fire Insurance Maps, if available; other documents or verbal information obtained from federal, state, and local public agencies; and interviews with persons familiar with the Site (as identified by the Client), as available and as appropriate. Investigations concerning neighboring properties will be limited to readily available information sources and interviews.

***Task B3: Reconnaissance-Level Site Visit and Visual Observation of Neighboring Properties***

A reconnaissance-level site visit will be conducted to observe general site conditions; the use, storage, handling, and disposal of potentially hazardous substances and/or petroleum products; and evidence indicating the release(s) of hazardous substances and/or petroleum products to the environment. Terraphase personnel will observe accessible portions of the Site for evidence of storage tanks, pipes, drums, septic systems, sumps, ponds, dry wells, water wells, and other types of containment or conduits that may indicate a potential for the release of hazardous substances and/or petroleum products to the subsurface. We will also look for indications of dumping, landfilling, staining of soils and paved surfaces, distressed vegetation, and other evidence suggesting the possible release of hazardous substances and/or petroleum products.

***Task B4: Review of Regulatory Records Concerning the Site and Surrounding Area***

State and local regulatory agency records pertaining to the use, storage, disposal, and/or release of hazardous substances (including radioactive materials) and/or petroleum products at the Site and in the immediate Site vicinity will be reviewed to identify and help assess potential environmental hazards. For the Sites, such records may include available files pertaining to hazardous substance and/or petroleum product storage and handling, leakage, discharge, enforcement/compliance cases, engineering and institutional controls, and tribal and local government records. Review of records concerning neighboring properties will be limited to readily available public information concerning reported environmental cases at the properties in the immediate surrounding areas. The schedule for review of the regulatory records for the Sites will depend on timely response by each regulatory agency.

**Task B5: Data Evaluation and Report Preparation**

Terraphase will evaluate the information obtained during completion of the previous tasks and prepare a final report for the Sites. The reports will contain the following:

- a summary of the relevant information obtained
- our interpretation of the information, with respect to recognized environmental conditions at the Site
- a conclusions statement and recommendations for additional investigations or actions, as warranted

All pertinent information made available to Terraphase by the regulatory agencies prior to the report deadline will be set forth in the reports. Any outstanding agency information will be submitted in the final report. A final report will be submitted after receipt of comments to the draft report.

**C. Topographic Survey**

Our subconsultant, Kister, Savio & Rei, Inc., will perform the topographic survey. They will:

1. Research and gather district utility documents pertaining to the survey area
2. Research and gather utility information from controlling agencies within the right of way of 10<sup>th</sup> Ave.
3. Provide a topographic survey at a scale of 1"=20' using ground survey methods of the survey area and 10<sup>th</sup> Ave frontage.
  - a) Provide spot elevations of all features at maximum intervals of 50' and all grade breaks, including finish floors of adjacent buildings shown to the nearest 0.01'.
  - b) Plot all features within the survey area including buildings, structures, curbs, walks, walls, paving, utility structures, trees over 6" in diameter, signs, fences and any other visible feature.
  - c) Provide invert elevations, sizes and direction of pipes of storm and sewer structures, to the extent possible. Survey limit for storm and sewer structures will extend south as far as the northern edge of Building E.
  - d) Provide legend, notes, vicinity map and basis of bearing and benchmark used.
4. Datum will be based on the California Coordinate System NAD83 Zone 3 and NAVD88 datum.

**Right of Way**

1. Research and gather right of way information for 10th Ave from District, City and County records
2. Research and gather deed information from District records
3. Establish record right of way based on documents and existing monumentation
4. Add right of way information to topographic base maps

**D. Utility Survey**

Terraphase will contract with a utility locator to identify utilities in the subsurface at the future location of the BEST center. The utility search will be based on magnetic methods, observations of the surface for indications of subsurface utilities (manholes, pipe runs, et cetera) and review of District utility drawings.

3. References  
4. Fees  
5, 6. Debarment & ESP  
Required Forms

Table 1  
Time and Materials Cost Estimate  
Laney College BEST Center

Category	Units	Standard Rate	Discount	Discounted Rate	Task 1 Geotechnical		Task 2 Environmental		Task 3 Topographic Survey		Task 4 Utility Survey		TOTALS	
					Quantity	Cost	Quantity	Cost	Quantity	Cost	Quantity	Cost	Quantity	Cost
<b>Labor</b>														
Principal (Raines)	hour	\$200.00	15%	\$170.00	36	\$6,120	2	\$340	2	\$340	8	\$1,360	48	\$8,160
Professional (Janoch)	hour	\$140.00	15%	\$119.00		\$0		\$0		\$0		\$0	0	\$0
Senior Staff	hour	\$120.00	15%	\$102.00		\$0	32	\$3,264		\$0	8	\$680	32	\$3,264
Construction/H&S Manager	hour	\$100.00	15%	\$85.00		\$0		\$0		\$0		\$0	8	\$680
Staff II	hour	\$105.00	15%	\$89.25		\$1,785	20	\$0		\$0		\$0	20	\$1,785
Staff I	hour	\$90.00	15%	\$76.50		\$0		\$0		\$0		\$0	0	\$0
CADD Operator	hour	\$120.00	15%	\$102.00	8	\$816		\$0		\$0	16	\$1,632	24	\$2,448
Administrator 1	hour	\$75.00	10%	\$67.50		\$0		\$0		\$0		\$0	0	\$0
<b>Total Terraphase Labor</b>						<b>\$8,721</b>		<b>\$3,604</b>		<b>\$340</b>		<b>\$3,672</b>		<b>\$16,337</b>
<b>Direct Costs</b>														
<b>Rental Equipment</b>														
Misc field sampling equip	Day	\$100.00		\$100.00	2	\$200		\$0		\$0	1	\$100	3	\$300
GPS unit	Day	\$95.00		\$95.00	2	\$190		\$0		\$0	1	\$95	3	\$285
Personal protection	Day	\$25.00		\$25.00	2	\$50		\$0		\$0		\$0	4	\$100
<b>Total Equipment</b>						<b>\$440</b>		<b>\$0</b>		<b>\$0</b>		<b>\$195</b>		<b>\$685</b>
<b>Subcontractor</b>														
GREGG Drilling	Lump	\$6,600.00		\$6,600.00	1	\$6,600		\$0		\$0		\$0	1	\$6,600
Geotechnical Laboratory	Lump	\$1,800.00		\$1,800.00	1	\$1,800		\$0		\$0		\$0	1	\$1,800
Utility Locator	hour	\$150.00		\$150.00		\$0		\$0		\$0	8	\$1,200	8	\$1,200
KSR	Lump	\$6,280.00		\$6,280.00		\$0		\$0		\$6,280	1	\$6,280	1	\$6,280
EDR	Lump	\$325.00		\$325.00		\$0		\$325	1	\$0		\$0	1	\$325
<b>Expenses</b>														
Parking/Travel	lump	\$10.00		\$10.00	2	\$20		\$10	1	\$0		\$10	4	\$40
Alameda County Boring Permits	lump	\$265.00		\$265.00	1	\$265		\$0		\$0		\$0	1	\$265
Miscellaneous	lump	\$100.00		\$100.00	0	\$0		\$0		\$0		\$0	0	\$0
<b>Total Expenses</b>						<b>\$285</b>		<b>\$10</b>		<b>\$0</b>		<b>\$10</b>		<b>\$305</b>
<b>Direct Cost Handling Charge</b>		10%		10.0%		<b>\$913</b>		<b>\$34</b>		<b>\$628</b>		<b>\$141</b>		<b>\$1,720</b>
<b>Mileage</b>														
Truck	mile	\$0.55		\$0.55	0	\$0		\$0	0	\$0		\$0	0	\$0
Truck	week	\$400		\$400.00		\$0		\$0		\$0		\$0	0	\$0
Truck	day	\$100.00		\$100.00	2	\$200		\$0		\$0	0	\$0	2	\$200
<b>Totals</b>						<b>\$19,000</b>		<b>\$4,000</b>		<b>\$7,200</b>		<b>\$5,200</b>		<b>\$35,500</b>

Prepared by:	PTZ	12/4/2012
Reviewed by:	JRR	