

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of May 14, 2013

ITEM #

ITEM TITLE:

Consider Approval of Amendment No. 1 to the Agreement with Salas O'Brien for Engineering Design Services for the Building 'A' Heating Upgrades Project at Merritt College

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested for Amendment No. 1 to the agreement for engineering services with Salas O'Brien for Engineering Design Services for the Building 'A' Heating Upgrades Project at Merritt College, in the not-to-exceed amount of \$2,950.00.

ITEM SUMMARY:

Under this Amendment No. 1, Salas O'Brien will make revisions to the construction drawings and provide additional construction administration support. The following are reasons why additional services are needed from Salas O'Brien for the Merritt College Chiller Plant Project:

- During the design investigation phase of this project, it was discovered that the Music Room in Building A did not have adequate ventilation. This additional service request is for design to provide supplemental outside air ventilation into this space, comply with current building codes, and add construction administration support.

Under the original agreement, the firm completed engineering and design services for the Building 'A' Heating Upgrade Project at Merritt College, in the amount of \$35,000 that was approved by the Board of Trustees on April 24, 2012. Including this amendment request, the total not-to-exceed contract amount will be \$37,950 for all contracts. It should be noted that Salas O'Brien has provided excellent services to the District in the recent past. The original contract was approved by the Board on January 22, 2013 for \$195,000. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

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:

The existing heating units in Building A are failing. Repairs are no longer effective due to the age and condition of the equipment. The design schedule will be accelerated with the intent of performing construction during the summer and completing the work prior to the fall semester. Because of the critical nature of the project and the time required to complete the work, the administration recommended entering into an agreement with Salas O'Brien.

The original agreement with Salas O'Brien, in the amount of \$35,000, was approved by the Board of Trustees at the meeting of April 24, 2012. Including this Amendment No. 1, the total agreement will be

\$37,950 for all contracts. Under the original agreement, Salas O'Brien has completed the following scope of work:

- Design services for the following scope of work included:
 - Replacement of unit heaters in Rooms A130 and A139
 - Replacement of radiant heater in Room A108
 - New hot water fan coils for the music and administrative offices
 - Replacement of gas convection heaters in Rooms A122, A133 and the Fitness Center
- Prepared specifications to be used in the formal bid for construction of the heating upgrades
- Obtained approvals from governing agencies
- Attended meetings as requested by the District
- Provided construction administration services
- Was responsible for project close-out with the Division of the State Architect (DSA)

DELIVERABLES AND SCOPE OF WORK:

Salas O'Brien will complete and provide the following deliverables:

- Revised construction drawings and additional construction administration support.

ANTICIPATED COMPLETION DATE:

The anticipated completion date for this project is August 31, 2013.

ALTERNATIVES/OPTIONS:

There is no responsible alternative to the approval of the amendment.

EVALUATION AND RECOMMENDED ACTION:

Approval is recommended for Amendment No. 1 to the agreement for Salas O'Brien for Engineering Design Services for Merritt College Chiller Plant Project, in the amount of \$2,950.00.

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

COMMENTS:

No additional comments.

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: May 1, 2013

Vice Chancellor of General Services

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Dr. Sadiq B. Ikharo Date: May 1, 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: _____

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: Thuy Thi Nguyen Date: _____

Thuy Thi Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: José M. Ortiz Date: _____

Dr. José M. Ortiz, Chancellor



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April 4, 2013

Peralta Community College District
Department of General Services
333 East 8th Street
Oakland, CA 94606

Attention: Gary Banks, Facilities Project Manager
Subject: Request for Additional Services Proposal (ASP) No.1 for Merritt College – Building A Heating Upgrades

Dear Gary,

This request is for an amendment to Merritt College, Building A Heating Upgrades Proposal dated November 9, 2011.

This project is for a heating system replacement, however during design it was discovered that the Music Room did not have adequate ventilation. This change is for the addition of outside air ventilation to comply with current codes. It includes design as well as construction support.

Additional Fee:

The overall additional fee shall be contracted on a Fixed Fee (FF) basis in the amount of \$2,950 per the additional Scope of Work listed above. Reimbursable expenses are included. This fee is based on the anticipated level of effort and the scope as we understand it. Fees for any changes in scope, beyond what is noted above, will be in addition to the above and shall not be charged without client authorization.

If you are in agreement, kindly sign this proposal where indicated and fax to 408-297-2995 *Attention Contracts* or by emailing it to contracts@salasobrien.com to serve as our notice-to-proceed until such time as board approval is received and a formal purchase order/contract can be obtained.

We thank you for this opportunity to be of service. Please do not hesitate to contact us with questions or comments.

Energetically Yours,
Salas O'Brien

John Salas, P.E.
Principal

Approved by: _____ **Date:** _____
Gary Banks, Facilities Project Manager

Cc: Chron 11522 (ASP 01 - Additional Services Proposal)

Client Project Number: _____
(If applicable, please provide your project number when you sign this agreement and return)

Salas O'Brien Internal Use Only

Items/Tasks	Amount	Status
Current Contract Total	\$35,000	Approved
Additional Services Proposal (ASP) No.1	\$2,950	Current Request
New Contract Amount	\$37,950	Pending Approval