

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of June 11, 2013

ITEM TITLE:

Consider Approval to Extend an Existing Agreement with Anthonio, Inc. for Division of the State Architect (DSA) Certified Inspection Services for the Library/Learning Center Phase 2 Project at Merritt College

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested to extend an existing agreement with Anthonio, Inc. for Division of the State Architect (DSA) certified inspection services for the Library/Learning Center Phase 2 Project at Merritt College, in the amount of \$18,480.

ITEM SUMMARY:

Under the original agreement, Anthonio, Inc. provided inspection services for the Library/Learning Center Phase 1 Project, also known as the Library reroofing project. Since Anthonio, Inc. is currently providing DSA certified inspection services for the Library/Learning Center Phase 1 Project, it would be cost effective and efficient to use the services of this vendor for continuity of inspections services for Phase 2. The original Agreement for Phase 1 inspection services was approved by the Board of Trustees on April 27, 2010, in the amount of \$164,480. Including the previously Board approved Agreement, the cumulative Agreement total to date for Phase 1 and Phase 2 is \$182,960.

For Phase 1, the Administration conducted competitive bidding and solicited three (3) quotes from DSA approved Inspector of Records (IORs); Anthonio Inc. was the lowest responsive bidder and was awarded the contract. Additionally the Division of State Architects (DSA) will not certify Phase 1 of the project as complete because the electrical work and testing on the elevator could not be completed due to insufficient permanent power to the building at the time of the scheduled inspection. Since this work remains unresolved, it is advantageous to the District and the project for Anthonio Inc. to finalize the inspection and testing work on the elevator to attain project certification for Phase 1 from DSA and start inspection work on Phase 2 of the project. Anthonio Inc. is a Small Local Business Enterprise (SLBE) vendor; Tony Ogbeide is the owner of the company.

For each project subject to DSA review, a qualified and certified inspector must be hired by the District and approved by DSA. Anthonio Inc. is a DSA certified inspector who has provided inspection services on other District construction projects. Anthonio Inc. will bill for services at an hourly rate of \$70, with a total not-to-exceed amount of \$18,480. Anthonio Inc. scope of inspection services shall include all the requirements by DSA and Peralta Community College District to complete and close-out this project. It is anticipated that this project will be closed-out with DSA by January 31, 2014. 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, as approved by the voters in Peralta's constituency and authorized under Resolution 05/06-45, Exhibit A-1, Merritt College, "Additional space for the college Learning Center," "HVAC in Library," "Repair and refurbish Library bathrooms," "Language listening lab in Library," "Group Study rooms in Library," "Program/Event space in Library," "Remodel ancillary staff rooms in Library," and "Equipment, technology upgrades, and facility and classroom improvements for the college's following programs: Science, Child Development, Communications, English as a Second Language at the Fruitvale Education Center, Art, Ceramics, Landscape Horticulture/Design, Learning Center, Liberal Arts, Music, Physical Education/Athletics,

and Radiologic Science.”

BACKGROUND/ANALYSIS:

The Administration will use a piggyback-able contractual method as described above under the Item Summary to procure the DSA Certified Inspection Services. Anthonio Inc. has completed work for the District successfully in the recent past, such as the Electrical Connection to Building L at Merritt College and was responsive to the District’s needs. See the attached project evaluation form.

DELIVERABLES AND SCOPE OF WORK:

Anthonio Inc. will provide inspection work as required by DSA, California Building Codes, California Education Code, and the District’s requirements. The services to be provided as a DSA Inspector of Record include:

- Providing DSA Form 5 prior to the beginning of each project
- On-site project inspections
- Preparing daily reports during construction for each project
- Verifying adherence to all DSA regulations for accessibility, fire/life safety and structural compliance
- Reviewing all contractor pay applications,
- Providing support and verified reports (DSA Form 6) for each completed project
- Project closeout

ANTICIPATED COMPLETION DATE:

It is anticipated that this project will be closed-out with DSA by January 31, 2014.

ALTERNATIVES/OPTIONS:

Not applicable

EVALUATION AND RECOMMENDED ACTION:

The administration recommends for the Board of Trustees to approve this agreement with Anthonio, Inc. for DSA (Division of the State Architect) certified inspection services for the Library/Learning Center Phase 2 project at Merritt College, in the amount of \$18,480.

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

(*****Board contract approval is subject to negotiation and execution by the Chancellor.)

DOCUMENT PREPARED BY:

Prepared by: Dr. Sadiq B. Ikharo Date: June 4, 2013
Vice Chancellor of General Services

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Dr. Sadiq B. Ikharo Date: June 4, 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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**PROPOSAL
FOR
INSPECTION SERVICES**

Client: Peralta Community College District (PCCD)

PROJECT NAME: Merritt College – Library Building Alteration Project

PROJECT NO.: TBD
DSA APPL No.: 01-113038
FILE No.: 1 - C1
LOCATION: Merritt College
12500 Campus Drive,
Oakland, CA

SERVICES: Inspection Services for all Construction Activities.

COST (Estimate to Perform Inspection work):

\$18,480

DETAIL:

Hourly Rate	= \$70/hr. (Fully-Loaded Rate)
Duration of Project	= 90 Calendar days (or 66 Work days)
Daily Schedule of Work:	= 4 hrs/day at 66 Work days (or 264 Hours)
Sub-Total Cost Estimate	= 264 hours X \$70/hr = \$18,480

NOTE:

The scope of inspection services shall include all the requirements by DSA/PCCD and necessary to complete and close-out this project.

Prepared by: Tony Ogbeide, Project Inspector 11/20/2012

A handwritten signature in black ink that reads 'Tony Ogbeide'.

CC: Johnnie Fudge, Project Manager

CAPITAL PROJECTS

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	
2) QUALITY CONTROL —Provides quality control throughout the project. Follows the District's standards. Implements a quality control/assurance plan for the project.	5	
3) COMMUNICATION — Communicates effectively with the Project Team, Sub-consultants, Stakeholders, District Management, and at meetings.	5	
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	
5) MANAGEMENT —Manages the contract and modifications. Negotiates change orders in a fair collaborative and open manner.	5	
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	
7) SCHEDULE —Develops and meets a realistic schedule for the project and scope of services.	3	
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	
9) PROVIDES SOLUTIONS —Proposes innovative solutions to Design & Construction Challenges.	5	
10) TEAMWORK —Works effectively with project team members and stakeholders.	5	
TOTAL FOR GENERAL MANAGEMENT	47	

ENVIRONMENTAL SERVICES (Not Applicable)

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		

CAPITAL PROJECTS

DESIGN SERVICE (Not Applicable)

Complete this section if this contract is for design services.

	<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 (Not Applicable)

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		

CAPITAL PROJECTS

OVERALL EVALUATION COMMENTS/FEEDBACK

Director of Capital Projects Comments/Feedback:

Facilities Project Manager Feedback:

How likely is it you will select this consultant for future projects?

Check One: Very Likely Likely Maybe Unlikely (Explain) Very Unlikely (Explain)

Consultant Project Manager Comments/Feedback:

Overall Evaluation Score:

47

APPROVAL SIGNATURES

1. Project Manager

X 

Signature

GARY BANKS

Print Name

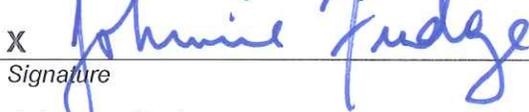
4-18-13

Date

587-7892

Phone

2. Director of Capital Projects

X 

Signature

Johnnie Fudge

Print Name

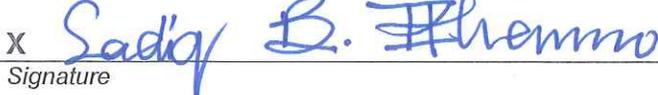
April 18, 2013

Date

510 466-7213

Phone

3. Vice Chancellor of General Services

X 

Signature

Dr. Sadiq B. Ikharo

Print Name

4-18-13

Date

510 466-7336

Phone