

**PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of March 25, 2014**

ITEM TITLE:

Consider Approval to Enter into an Agreement with Byrens-Kim Design Works to Provide Architectural Design Services for the Stairway Replacement Project at Merritt College and Roadway Refurbishment Project at College of Alameda

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested to enter into an agreement with Byrens-Kim Design Works to provide architectural design services for the Stairway Replacement Project at Merritt College and the Roadway Refurbishment Project at College of Alameda (COA), in the amount not-to-exceed \$30,050.

ITEM SUMMARY:

Under this agreement, Byrens-Kim Design Work will provide design construction specifications for the stairways located at the northeast corner of Building D at Merritt College that need refurbishing and provide specifications for the College of Alameda roadway refurbishment work. This design services is needed since the stairway at Merritt College and the roadway at COA have deteriorated since the original construction over 40 years ago. The roadway damage is significant because many potholes exist in the roadway caused by failure in the asphalt pavement as a result of the presence of water and traffic passing over the affected area. The redesign and replacement of the stairway will meet Title 24 of the California Building Code and regulations of the Americans with Disabilities Act (ADA).

The Department of General Services (DGS) solicited three board approved architectural firms to provide architectural services by providing drawing specifications and construction administration for the above projects. Those three firms were Byrens Kim Design Works, Gelfand Partners, and Murakami-Nelson. Byrens-Kim submitted the successful proposal in the amount of \$30,050.

CONSULTANTS	LOCATION	TOTAL BID
Byrens-Kim	Oakland	\$30,050
Murakami-Nelson	Oakland	Withdraw
Gelfand Partners	San Francisco	\$75,045

Under this agreement, Byrens-Kim shall provide Site analysis, Programming, Design Development, Construction Documents, Bidding Services and the following architectural services:

At Merritt College

1. Provide a design to replace existing concrete site stair serving access to Building E, located at the north east corner of Building D.
2. Provide a design to replace existing exposed aggregate concrete walkway related to the Building D stairs.

At College of Alameda

1. Provide a design to replace random pot holes in roadway at College of Alameda

The scope of work outlined requires the replacement of "in-kind" and does not require a Division of State

Architect (DSA) review. Doug E. Kim is the principal at the company. The business is located in Oakland, California. The Chancellor recommends approval.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

Measure E Bond Funds

BACKGROUND/ANALYSIS:

The Department of General Services (DGS) selected three firms from the Board's pre-approved list of architectural firms. These three firms on the pre-approved list of architectural firms demonstrated previous design experience with working on small projects for the District's projects. The three firms selected were Byrens Kim Design Works, Gelfand Partners, and Murakami-Nelson. The selection was based on lowest responsible bid.

DELIVERABLES AND SCOPE OF WORK:

Deliverables will include the following:

- Periodic submittals of the projects drawings and specifications at the schematic, design and construction stages.
- A cost estimate
- Construction administration services

ANTICIPATED COMPLETION DATE:

The anticipated completion date for all projects is June 30, 2014.

ALTERNATIVES/OPTIONS:

Not Applicable

EVALUATION AND RECOMMENDED ACTION:

The administration recommends approval by the Board of Trustees because these projects need to be refurbished and replaced to meet the needs of each college.

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
Vice Chancellor of General Services

Date: March 12, 2014

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Dr. Sadiq B. Ikharo
Vice Chancellor of General Services

Date: March 12, 2014

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: Susan Rinne
Susan Rinne, Interim 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
Thuy Thi Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

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

January 30, 2014

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

RE: Proposal for Walkways and Roadway Repairs

Ms. Smith,

I thank you for the opportunity to submit a design services proposal to repair various roadway deficiencies at Alameda College, and a stair replacement at Merritt College. We received your request to provide a submittal format outlining various requirements for the project. We believe this project contains a specific program scope referring to deferred maintenance elements, and we believe a targeted cost proposal maybe better suited to provide the service. This proposal reflects this intent.

The following is our understanding of the project.

Merritt College Stair Replacement

- Provide a design to replace existing concrete site stair serving access to Building E, located at the north east corner of Building D
- Provide a design to replace existing exposed aggregate concrete walkway related to the Building D stairs.

College of Alameda Roadway Repair

- Provide a design to replace random pot holes in roadway at College of Alameda

We understand that the initial project budget is \$240,000. The construction budget allocation will be assessed as a part of our schematic design services. Additional funding may be required based on the findings.

We consider that the deferred maintenance scope outlined in this work scope is repair in like kind, and will not require a Division of State Architect (DSA) review. If the requirements of the project, such as

cross walk, curb cut and etc, during the investigation initiates a DSA review, then we will update the project budget implication.

In addition, there may be a need to engage a surveyor to confirm the elevation. We can engage a surveyor as an added service if needed.

We understand that we may be generating 2 different document packages, one per campus.

Based on the understanding, we propose the following design fee.

BASE SCOPE	
Architect	\$28,550.00
ADD SERVICE IF REQUIRED	
Survey for Merritt	\$1,500.00

Please refer to the attached **Project Budget Worksheet** for a detailed breakdown of the proposed services. The proposed fee is fully burdened costs including reimbursable.

We are in position to initiate the work upon your approval. We will furnish necessary professional liability insurance documents required by the contract. Feel free to let me know if you have any questions/comments.

I thank you for the opportunity.

Sincerely,



Dong E Kim, AIA, LEED AP
Principal

Enclosed: Project Budget Worksheet, dated 1/30/14

PROJECT BUDGET WORKSHEET

Project	Merritt Site Stairs and Alameda Roadway Repair
Client	Peralta Community College District
Project Address	Varies

NOTE: This form lists typical services provided. Certain services may be added or deleted according to specific requirements of the project.

PHASE OF SERVICE	SERVICE TO BE PROVIDED	HOURS	COMMENTS
1 Site Analysis	Kick off meeting	4	
	Gather existing site documents	6	
	Observe existing stair condition at Merritt	8	2 people 4 hours
	Observe existing roadway condition at Alameda	12	2 people 3 hours, 2 visits
	Provide Survey if required	*	*Add service
2 Program	Generate program document for Merritt	8	
	Generate order of magnitude budget	4	
	Generate program document for Alameda	8	
	Generate order of magnitude budget	6	
	Meet with PCCD to discuss	6	2 people 3 hours
	Update program documents per comments	6	
	PCCD sign off	4	
3 Design Development	Generate DD drawings for Merritt	12	
	Outline Specifications for Merritt	4	
	Generate DD drawings for Alameda	12	
	Outline Specifications for Alameda	4	
	Update cost estimate	8	
	Meet with PCCD to discuss	6	
	Update design documents per comments	6	
	PCCD sign off	4	
4 Construction Documents	Generate CD submittal package for Merritt	32	For DSA Access documentation
	- Drawings documenting path of travel		
	- Specifications		
	Generate CD submittal package for Alameda	32	
	- Drawings documenting path of travel		
- Specifications			
50% and 95% submittal reviews	12		
Update Cost Estimate	6		

