

**PERALTA COMMUNITY COLLEGE DISTRICT  
Board of Trustees Agenda Report  
For the Trustee Meeting Date of May 13, 2014**

**ITEM TITLE:**

Consider Approval to enter into an Agreement with 4LEAF, Inc. for Project Inspection Services on the Laney College Breezeways Pavement Rehabilitation Project (Bid No.: 13-14/15) and the Leak Remediation for Laney College Buildings A, B, C, D, E, & G (Bid No.: 13-14/22).

**SPECIFIC BOARD ACTION REQUESTED:**

Approval is requested to enter into an agreement with 4LEAF, Inc. for Project Inspection Services for the Laney College Breezeways Pavement Rehabilitation Project (Bid No.: 13-14/15) and the Leak Remediation for Laney College Buildings A, B, C, D, E, & G (Bid No.: 13-14/22), in the amount not-to-exceed \$50,000.

**ITEM SUMMARY:**

This requested amount is to pay for Professional Inspection Services needed on both projects. The two projects, while independent, will be occurring on the Laney Campus during the same time period. The scope of inspection services by 4LEAF, Inc. shall include all the requirements indicated in the contract construction documents to complete and close-out this project. The vendor's primary role will be to provide quality assurance and represent the best interests of the District. They will perform this role through the following activities:

- Provide daily inspection and documentation of job related activities
- Monitor and document contractor work for adherence to the contract plans and specifications
- Identify, document, and report any deviations from the construction documents
- Coordinate schedules for testing and surveying
- Document information related to contractor manpower, equipment and time
- Provide pictorial logbook of construction activities
- Attend all necessary meetings
- Participate in the punch list process
- Other activities as required

4LEAF, Inc. is located in Pleasanton, California; Kevin Dugan is the principal of the company. 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:**

To procure this service, the Department of General Services (DGS) conducted an informal competitive bid and sent Request of Proposal to nine (9) professional inspection companies, only three (3) firms submitted a proposal: 4LEAF, Inc., Anthonio Inc., and Sonika Corporation. As required by the Request of Proposal, each firm’s proposal was assessed based on the following evaluative criteria: 1) proposal and experience, 2) client references, 3) price proposal, 4) environmentally sustainable procurement, and 5) Small Local Business Enterprise (SLBE) / Small Local Emerging Business Enterprise (SELBE). In compliance with the Public Contract Code, the District can award this contract to the bidder whose proposal is determined to be the best value to the District based solely on the criteria set forth in the Request for Proposal. Approval is requested for 4LEAF, Inc. to be awarded the contract because they received the highest evaluation score of 247 points. The total scores for the three (3) vendors are as follows.

The following are the total scores from three (3) firms:

<b>CONTRACTORS</b>	<b>LOCATION</b>	<b>Score</b>
1. 4LEAF, Inc.	Pleasanton, CA	247
2. Anthonio, Inc.	Oakland, CA	232
3. Sonika Corporation	Fremont, CA	184

**DELIVERABLES AND SCOPE OF WORK:**

4LEAF, Inc. will provide inspection work as required by construction documents, California Building Codes, California Education Code, and the District’s requirements.

**ANTICIPATED COMPLETION DATE:**

The anticipated completion date is December 2014.

**ALTERNATIVES/OPTIONS:**

Not Applicable

**EVALUATION AND RECOMMENDED ACTION:**

Approval is recommended for enter into an Agreement with 4LEAF, Inc. for Project Inspection Services on the aforementioned projects.

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

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

**COMMENTS:**

Not Applicable

**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: April 30, 2014

**DOCUMENT PRESENTED AND APPROVED BY:**

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

Date: April 30, 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

**Exhibit #2: Price Proposal for Construction Management Services**

**RFP: PROFESSIONAL SERVICES FOR PROJECT INSPECTION**

**Laney College**

**Breezeways Pavement Rehabilitation Project  
and  
Leak Remediation Project**

Instructions: These two project while occurring on the same campus and approximately during the same period have different funding sources. Pricing for these two projects must be separately identified.

<b>Project</b>	<b>Description</b>	<b>Period</b>	<b>Proposed Total Man Hours (See Staffing Plan)</b>	<b>Amount</b>
Breezeways Pavement	Work inspection / quality assurance	May 24, 2014 – August 31, 2014	150	\$ <u>18,750</u>
Leak Remediation	Work inspection / quality assurance	May 24, 2014 – September 30, 2014	250	\$ <u>31,250</u>
<b>TOTAL</b>				\$ <u>50,000</u>

**All Services will be contracted and billed on a Time & Material / Not to Exceed Basis.**