

**PERALTA COMMUNITY COLLEGE DISTRICT  
Board of Trustees Agenda Report  
For the Trustee Meeting Date of April 22, 2008**

ITEM 17

**ITEM TITLE:**

Approval of Extended Move Management Services, College of Alameda Renovations to Building A, IPA Planning Solutions, Inc.

**SPECIFIC BOARD ACTION REQUESTED:**

Approval is requested for an extension of the term (time only) of move management services provided by IPA Planning Solutions, Inc. for the College of Alameda Renovations to Building A.

**ITEM SUMMARY:**

IPA Planning Solutions, Inc. (IPA) is one of the three vendors previously approved by the Board to conduct move management services for the District. Approval is requested for an amendment to the contract with IPA to extend the end of the contract term for the College of Alameda Renovations to Building A from December 30, 2007 to September 30, 2009.

**BACKGROUND/ANALYSIS:**

The Building A Renovation project was placed on hold in early 2007 due to construction permitting delays. (This was subsequent to approval of the original contract with IPA Planning Solutions, Inc.) The project is now underway and moving services will need to resume later next year. The term extension will allow for intermittent moves, as well as the final move back into the renovated Building A during the summer of 2009. This request is to extend the time only, not the contract amount. The proposal from IPA is attached.

**ALTERNATIVES/OPTIONS:**

Not applicable.

**EVALUATION AND RECOMMENDED ACTION:**

Approval of Extended Move Management Services, College of Alameda Renovations to Building A, IPA Planning Solutions, Inc. is recommended.

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):**

No increase in funding is requested.

**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

**PLEASE ACQUIRE SIGNATURES IN THIS ORDER:**

**DOCUMENT PREPARED BY:**

Prepared by: Sadiq B. Ikharo Date: April 22, 2008  
Dr. Sadiq B. Ikharo  
Vice Chancellor of General Services

**DOCUMENT PRESENTED BY:**

Sadiq B. Ikharo Date: April 22, 2008  
Dr. Sadiq B. Ikharo  
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: \_\_\_\_\_ Date: \_\_\_\_\_  
Thomas Smith  
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: \_\_\_\_\_ Date: \_\_\_\_\_  
Thuy T. Nguyen, General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

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

Signature: Efihu Harris Date: 4/15/08  
Efihu Harris, Chancellor

April 7, 2008

Sadiq B. Ikharo, Vice Chancellor  
Department of General Services  
Peralta Community College District  
333 East 8<sup>th</sup> Street  
Oakland, CA 94606

Subject: Amendment to Agreement for Professional Services  
Move Management Services – College of Alameda, Building A

Dear Dr. Ikharo:

Please accept this proposal for amendment to our agreement for professional services dated December 13, 2005 to provide move management services for the abovereferenced project.

The Building A Renovation project was placed on an extended hold in early 2007 due to construction permitting delays. We have just been informed that the project is now underway and that moving services will need to resume later this year. The original contract term recently expired during the project "hold" period. We propose to extend the term of the contract from December 2007 to September 30, 2009. This will allow for intermittent moves, as well as the anticipated final move back in to the renovated Building A during the summer of 2009. We are not requesting any fee increase at this time. All other terms of the agreement are proposed to remain in full force and affect as originally stated.

Thank you for your consideration of our proposed amendment. If the above terms are acceptable to you and the services outlined are in accordance with your understanding, please sign two copies of this amendment letter in the space provided and return one to me. If you have any questions or require any additional information, please do not hesitate to call us at (510) 839-4550.

Very truly yours,



Ineda Adesanya  
Chief Executive Officer

The terms and conditions above are accepted and agreed to by:

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_