

**PERALTA COMMUNITY COLLEGE DISTRICT  
Board of Trustees Agenda Report  
For the Trustee Meeting Date of May 12, 2015**

**ITEM TITLE:**

Consider Approval of an Increase in the Contract Amount for independent Air Quality Testing services provided by Environmental Technical Services Inc. (ETS), Industrial Hygienists.

**SPECIFIC BOARD ACTION REQUESTED:**

Consider approval to increase the ETS contract for Air Quality Testing from **\$55,000** to **\$70,000** (an increase of \$25,000) to perform statutory air quality testing.

**ITEM SUMMARY:**

Consider approval to increase the ETS contract for Air Quality Testing from **\$50,000** to **\$75,000** (an increase of **\$25,000**) to perform statutory air quality testing. The Office of Risk Management commissions independent Air Quality Testing to ensure a healthy work and learning environment. Independent Air Quality tests are ordered either proactively and on-demand to ensure that air quality meets or exceeds air quality standards set by regulatory agencies, United States Department of Labor, Occupational Safety and Health Administration (OSHA), Centers for Disease Control (CDC) National Institute for Occupational Safety and Health (NIOSH) and the California Department of Industrial Relations, Division of Occupational Safety and Health (DOSH), better known as Cal/OSHA.

Risk Management orders air quality tests proactively after applicable construction projects, in response to employee complaints related to environmental air quality and after facilities related emergencies that may impact air quality or may lead to mold growth. For testing, Risk Management engages an industrial hygiene firm, Environmental Technical Solutions Inc., (ETS), a vendor with extensive industry experience and several years of District-wide testing.

Table A – FY2014-15 Air Quality Testing Expense History

Description	Location	Date(s)	Cost	Contract Balance	Contract Balance	Results
Indoor Air Quality Monitoring and Report for Dust & Mold by CIH/CSP	Employee Relations @ PCCD Oakland, CA	8/21-29/2014	\$ 3,215.00	\$ 50,000.00	\$ 46,785.00	No problem found
Indoor Air Quality Monitoring and Report for Dust by CIH/CSP	Building-B Rooms 256-257 @ PCCD Oakland, CA	9/2-3/2014	\$ 2,050.00	\$ 46,785.00	\$ 44,735.00	No problem found
Indoor Air Quality Monitoring and Report for Dust & Mold by CIH/CSP	Building-E Classrooms @ PCCD Oakland, CA	9/10-19/2014	\$ 3,790.00	\$ 44,735.00	\$ 40,945.00	HVAC filters changed
Indoor Air Quality Monitoring and Report for Mold & VOC by CIH/CSP	Building-B Rooms 256 @ PCCD Oakland, CA	9/11-19/2014	\$ 3,385.00	\$ 40,945.00	\$ 37,560.00	No problem found
Indoor Air Quality Monitoring and Report for Dust & Mold by CIH/CSP	Human Resources Office @ PCCD Oakland, CA	9/12-20/14	\$ 2,770.00	\$ 37,560.00	\$ 34,790.00	No problem found
Indoor Air Quality Monitoring and Report for Dust & Mold by CIH/CSP	General Services Building @ PCCD Oakland, CA	9/12-20/14	\$ 2,770.00	\$ 34,790.00	\$ 32,020.00	No problem found
Indoor/Outdoor Air Quality Monitoring and Report (during construction) for Dust & VOC by CIG/CSP	Merritt College @ PCCD Oakland, CA	9/30-10/27/2014	\$ 14,810.00	\$ 32,020.00	\$ 17,210.00	Buildings D & Q - HVAC infiltration by fumes from roofing tar and diesel fumes. Implemented changes to project planning to avoid further disruption.
Indoor Air Quality Monitoring and Report for Mold by CIH/CSP	Room C7 @ PCCD Oakland, CA	10/2-9/2014	\$ 1,675.00	\$ 17,210.00	\$ 15,535.00	No problem found
Mold Surface Sampling and Report by CIH/CSP	Laney College Cafeteria @ PCCD Oakland, CA	10/2-7/2014	\$ 1,375.00	\$ 15,535.00	\$ 14,160.00	Mold remediated
Indoor Air Quality Monitoring and Report for Dust, Mold & VOC by CIH/CSP	General Services Building @ PCCD Oakland, CA	10/10-20/2014	\$ 6,185.00	\$ 14,160.00	\$ 7,975.00	No problem found
Indoor Air Quality Monitoring and Report for Dust by CIH/CSP	Laney College Cafeteria @ PCCD Oakland, CA	10/22-31/2014	\$ 2,000.00	\$ 7,975.00	\$ 5,975.00	No problem found
Indoor Air Quality Monitoring and Report for Dust and Mold by CIH/CSP	Building-L @ College of Alameda Alameda, CA	10/22-30/2014	\$ 4,320.00	\$ 5,975.00	\$ 1,655.00	No problem found
Additional Indoor Air Quality Monitoring and Report for Dust & Mold by CIH/CSP	Building-L @ College of Alameda Alameda, CA	11/21-25/2014	\$ 2,285.00	\$ 1,655.00	-\$630.00	No problem found
Mold Surface Sampling/Mold Air Monitoring and Report by CIH/CSP	Room-F207 @ Merritt College Oakland, CA	1/21-27/2015	\$ 2,260.00	-\$630.00	-\$2,890.00	No problem found
Mold Assessment/Mold Air Monitoring and Report by CIH/CSP	Laney Tower @ Laney College, Oakland, CA	1/21-28/2015	\$ 2,560.00	-\$2,890.00	-\$5,450.00	No problem found

As a result, Risk Management is requesting an increase in the contract amount of \$25,000.00 to cover current and anticipated air quality testing needs for the remainder of the fiscal year.

The Chancellor recommends approval.

**Funding Source: Risk Management budget**

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):  
General Fund 80 (Rebate from workers' compensation insurance)**

**BACKGROUND/ANALYSIS:**  
INCLUDED IN ITEM SUMMARY

**DELIVERABLES AND SCOPE OF WORK: AIR QUALITY TESTS – RESULTS ANALYSIS AND REPORTS**

**ANTICIPATED COMPLETION DATE: JUNE 30, 2015**

**ALTERNATIVES/OPTIONS: NA**

**EVALUATION AND RECOMMENDED ACTION:**  
CHANCELLOR RECOMMENDS APPROVAL

**OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):**  
YES \_\_\_\_\_ NO  X

**COMMENTS:**

**WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?**  
**DIRECTOR OF RISK MANAGEMENT – GREG VALENTINE**

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

<b>DOCUMENT PREPARED BY: Greg Valentine</b> Prepared by: <u>Greg Valentine</u> _____ Date: <u>4/29/2015</u> Greg Valentine – Director of Risk Management
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<b>DOCUMENT PRESENTED AND APPROVED BY:</b> Presented and approved by: <u>Eric V. Gravenberg</u> _____ Date: <u>4/29/2015</u> <u>Eric V. Gravenberg, Interim Deputy Chancellor</u>
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<b>FINANCE DEPARTMENT REVIEW</b> _____ Finance review required <u> X </u> Finance review <i>not</i> required
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