

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of October 20, 2015**

**ITEM TITLE:**

Consider Approval for an Emergency Contract with American Air Conditioning, Plumbing and Heating (American Air) to Replace Existing Inoperable HVAC units at Admission and Records building, Merritt College's Main Server Room and Ancilliary Server Room.

**SPECIFIC BOARD ACTION REQUESTED:**

Approval is requested for an emergency contract with American Air Conditioning, Plumbing and Heating to replace existing inoperable HVAC units at Admission and Records building, Merritt College's Main Server Room and Ancilliary Server Room, in the amount not-to-exceed \$27,661.

**ITEM SUMMARY:**

**1. Replacement of One (1) 5 ton HVAC unit at the Admissions and Records building**

This project is an emergency project, currently, the Admissions and Records building does not have a HVAC unit to provide staff required air circulation that is conducive for a working environment. Replacing the failed HVAC unit will comply with Title 24, California Code of Regulations, for occupancy. This replacement will meet the occupancy regulation and requirement of 15 cfm per square footage in an occupied area. The replacement of the existing HVAC unit will provide high indoor air quality, introduces outside air, keeps interior building air circulating, and prevents stagnation of the interior air in the staff work area. Therefore, providing staff with a conducive working environment and required air circulation.

American Air will replace one (1) 5 ton gas and electric rooftop air conditioning with York Sunline Horizontal discharge unit including economizer; recover the refrigerant; dispose of old units; rigging, ductwork transition; add new thermostat, new electrical disconnect, new smoke detector; and reconnect the existing electrical power, gas, condensate and controls.

**2) Replacement of 2.5 Ton Unit in Merritt's Main Server Room and 9,000 BTU Unit in Building "R" Room 150**

Both server rooms house high level IT equipment and the systems temperature will allow the campus to operate. Currently, the existing HVAC unit is not cooling the server rooms correctly to prevent the equipment from overheating. When a server room becomes too hot, equipment can easily overheat, causing the data being stored or supported by the system to be lost. Therefore, American Air will replace the existing air conditioning units so the optimum server room temperature can be maintained and ensure that the existing IT equipment and systems are in top working order. This replacement is necessary to allow classes or the College Administrative Office to continue operation.

American Air will replace one (1) 2.5 ton Sanyo Ductless split system with a new Mitsubishi 3 ton M-Series (MSYD36NA-8/MUYD36NA) cooling only ductless split; and install a 120 volts 9,000 BTU ductless split system furnished by the District in room 150 in Building R.

Board approval is required because the contractor's total contract amount of \$27,661 exceeds the \$25,000 threshold for contracted services in the 2015/2016 fiscal year. The Chancellor recommends approval.

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

- 1) Scheduled Maintenance Fund 61 will pay for the HVAC Replacement in Admission and Records
- 2) Fund 01 will pay for the Merritt College Server Rooms

**BACKGROUND/ANALYSIS:**

The California Community Colleges Chancellor's Office (CCCCO) previously approved the above Scheduled Maintenance projects. As required by the California Public Contract Code, Section 20654, the administration informed and received approval from the County of Superintendent of Alameda to award an emergency service contract without advertising.

*20654. (a) In an emergency when any repairs, alterations, work, or improvement is necessary to any facility of the college, or to permit the continuance of existing college classes, or to avoid danger to life or property, the board may by unanimous vote, with the approval of the county superintendent of schools, do either of the following: (1) Make a contract in writing or otherwise on behalf of the district for the performance of labor and furnishing of materials or supplies for the purpose without advertising for or inviting bids. (2) Notwithstanding Section 20655, authorize the use of day labor or force account for the purpose. (b) Nothing in this section shall eliminate the need for any bonds or security otherwise required by law.*

**DELIVERABLES AND SCOPE OF WORK:**

American Air will replace inoperable existing HVAC units as described under the Item Summary.

**ANTICIPATED COMPLETION DATE:**

The anticipated completion date of this project is September 30, 2015.

**ALTERNATIVES/OPTIONS:**

NA

**EVALUATION AND RECOMMENDED ACTION:**

The administration recommends American Air to replace existing nonfunctioning HVAC units to provide thermal comfort and acceptable air quality.

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

YES \_\_\_\_\_ NO   X  

**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: October 7, 2015

**DOCUMENT PRESENTED AND APPROVED BY:**

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

Date: October 7, 2015

**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 D. Little II  
Ronald D. Little II, 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: Jowel C. Laguerre  
Dr. Jowel C. Laguerre, Chancellor



# Peralta Community College District

333 East Eighth Street • Oakland, CA 94606 • (510) 466-7202

*Office of the Chancellor*

September 9, 2015

Karen Monroe, Superintendent  
Alameda County Office of Education  
313 W. Winton Avenue  
Hayward, CA 94544-1136

Dear Superintendent Jordan:

**Subject: Approval to Award Construction Contract for Replacement of HVAC Packaged Unit at Admissions & Records Office and Ductless Systems in the Main and Ancillary Server Rooms at Merritt College**

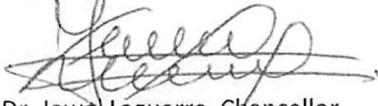
In accordance with Section 20654 of the California Public Contract Code, your approval is requested to award an emergency construction contracts for two projects, 1. Replacement of an existing HVAC Packaged Unit at DGS Admissions & Records Office; and 2. Replacement of the Ductless Systems in the Main and Ancillary Server Rooms at Merritt College.

Under Section 20654 (a) of the Public Contract Code, "In an emergency when any repairs, alterations, work, or improvement is necessary to any facility of the college, or to permit the continuance of existing college classes, or to avoid danger to life or property, the board may by unanimous vote, with the approval of the county superintendent of schools, do either of the following: (1) Make a contract in writing or otherwise on behalf of the district for the performance of labor and furnishing of materials or supplies for the purpose without advertising for or inviting bids. (2) Notwithstanding Section 20655, authorize the use of day labor or force account for the purpose." These two projects qualify as an emergency situation because of the following: 1. The existing unit is inoperable and no longer repairable and serves as the only unit in the staff occupied portion of the office; 2. These units provide cooling to the main server room which houses the primary server equipment for the campus and ancillary server room. Without cooling the equipment cannot be operated without damage and the entire campus IT infrastructure will be affected as well security cameras.

The District has contacted a vendor through an informal price quote to commence replacement of the units in-kind. Unanimous approval of the Peralta Board of Trustees will be requested at the Board meeting of September 22, 2015. The District expects to start construction immediately.

Please contact the Vice Chancellor for General Services, Dr. Sadiq B. Ikharo if you have any questions regarding this request at 510-466-7336 or [sikharo@peralta.edu](mailto:sikharo@peralta.edu).

Sincerely,



Dr. Jowel Laguerre, Chancellor  
Peralta Community College District

Cc: Dr. Sadiq B. Ikharo, Vice Chancellor for General Services

APPROVED BY:



Karen Monroe, Superintendent  
Alameda County Office of Education

Date

9/11/15



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## Public Works Contractor (PWC) Registration Search

This is a listing of current and active PWC registrations pursuant to Division 2, Part 7, Chapter 1 (commencing with section 1720 of the California Labor Code.)

Enter at least one search criteria to display active registered public works contractor(s) matching your selections.

Registration Year:

PWC Registration Number:

Contractor Legal Name:  [Contractor License Lookup](#)

License Number:

County:

Export as: [Excel](#) | [PDF](#)

### Search Results

One registered contractor found. 1

Details	Legal Name	Registration Number	County	City	Registration Date	Expiration Date
<a href="#">View</a>	HEATHORN & ASSOCIATES CONTRACTORS, INC	1000004035	ALAMEDA	SAN LEANDRO	07/07/2015	06/30/2016 v2.20150806c

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09/04/15

Peralta College District  
333 East 8th  
Oakland, CA

attn: Kirk Schuler  
fax: badair@peralta.edu;kschuler@peralta.edu  
Ref: D Building- Room 250- Ductless Split System

We propose to:

*replace the failed 2.5 ton Sanyo Ductless split system with a new Mitsubishi 3 ton M-Series (MSYD36NA-8/MUYD36NA-1) cooling only Ductless Split. We will clean the existing freon line and reuse the existing electrical circuit.*

Installed Cost:..... \$ 9,621

*This quote excludes any repairs to other equipment issues that are not apparent and quoted above, any costs associated with asbestos abatement and any building code upgrades.*

Please sign below to authorize this work and fax it back to our office. Feel free to call for clarification about the proposed work or to discuss alternative solutions.

Sincerely,

Reed Heathorn  
President

Accepted as proposed:

\_\_\_\_\_  
Name/ title

\_\_\_\_\_  
date



09/04/15

Peralta College District  
333 East 8th  
Oakland, CA

attn: Kirk Schuler  
fax: badair@peralta.edu;kschuler@peralta.edu  
Ref: R Building- Room 150- Ductless Split System

We propose to:

*install a 120volt 9000 btu ductless split system furnished by Peralta College in room 150. EXCLUDING equipment repairs and warranty.*

Installed Cost:..... \$ 4,329

*This quote excludes any repairs to other equipment issues that are not apparent and quoted above, any costs associated with asbestos abatement and any building code upgrades.*

Please sign below to authorize this work and fax it back to our office. Feel free to call for clarification about the proposed work or to discuss alternative solutions.

Sincerely,

Reed Heathorn  
President

Accepted as proposed:

\_\_\_\_\_  
Name/ title

\_\_\_\_\_  
date