

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of January 5, 2016**

**ITEM TITLE:**

Consider Approval of Amendment No. 1 for a Contract Time Extension until March 31, 2016 with Gates & Associates Landscape Architecture, Land Planning, and Urban Design to Continue to Provide Landscape Architectural Design Services for the Merritt College Barbara Lee Science and Allied Health Center.

**SPECIFIC BOARD ACTION REQUESTED:**

Approval is requested for Amendment No. 1 to extend Gate & Associates contract until March 31, 2016 to continue to provide landscape architectural design services for the Merritt College Barbara Lee Science and Allied Health Center.

**ITEM SUMMARY:**

The consultant is the landscape architect for the Landscape Improvement Project, which will be on-going until March 31, 2016. Therefore, their services are required to complete the construction administration, project close-out and management phases. The original contract ended on August 25, 2015. This contract time extension will not change the consultant's original contract amount of \$43,500, which was approved on March 11, 2014. There are no change orders on this contract. The extended time will permit staff to process and pay the vendor's invoices by the March 31, 2016.

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:**

On March 11, 2014, the original agreement in the amount of \$43,500 was approved by the Governing Board of Trustees. A technical screening committee comprising of the District's personnel, Merritt College faculty, and the project construction management team evaluated and scored three (3) proposal submissions according to the scoring criteria written in the Request of Proposal. Gates + Associates were awarded the contract because they received the highest evaluation score of 459 points.

**DELIVERABLES AND SCOPE OF WORK:**

GATES & ASSOCIATES will continue to perform and complete the Planning, Programming and Design, Design Development, Construction Documents, Bidding and Procurement, Construction Administration, and Project Close-out and Management phases as included in the original agreement.

**ANTICIPATED COMPLETION DATE:**

The anticipated completion date is March 31, 2016.

**EVALUATION AND RECOMMENDED ACTION:**

The administration recommends this contract time extension until March 31, 2016, for GATES & ASSOCIATES to complete the entire landscape architectural design work.

**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  Date:  December 16, 2015   
Vice Chancellor of General Services

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by:  Dr. Sadiq B. Ikharo  Date:  December 16, 2015   
Vice Chancellor of General Services

**FINANCE DEPARTMENT REVIEW**

X  Finance review required \_\_\_\_\_ Finance review *not* required

If Finance review is required, determination is:  X  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):**

X  Legal review required \_\_\_\_\_ Legal review *not* required

If Legal review is required, determination is:  X  Approved \_\_\_\_\_ Not Approved

Signature:  Nitasha Sawhney   
Nitash Sawhney, Acting 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