

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of 13 September, 2016

ITEM TITLE: Ratify Contract for HVAC Assessment at College of Alameda Library.

SPECIFIC BOARD ACTION REQUESTED:

Ratify contract to Taylor Engineering in the amount of NTE \$20,000 to provide an HVAC Assessment for the Library Air Handler Replacement project at the College of Alameda.

ITEM SUMMARY:

This contract will evaluate the existing HVAC at the COA Library and make recommendations regarding the scope of the HVAC modernization project.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT): Measure A project #2398 (COA Infrastructure). The result of the assessment may include a recommendation to change the amount of funding allocated to this project and/or to create a new project in the future with amounts and funding source(s) to be determined.

BACKGROUND/ANALYSIS:

The current allocation for the total project (including analysis, design, and construction) is \$634,000 of Measure A funds.

The assessment will analyze existing conditions, including both maintenance and occupant issues, and will evaluate options for retrofit together with independent cost analysis, in order to achieve best overall value from this project for the District.

The price for the HVAC Assessment contract is below the threshold for competitive solicitation of professional services and for approval by the Chancellor with subsequent ratification by the Board of Trustees. Taylor Engineering is based in Alameda, CA.

The project manager recommended award. The recommendation was reviewed and approved by the Director of Purchasing, the Vice Chancellor of Finance, and the Chancellor.

DELIVERABLES AND SCOPE OF WORK:

The consultant will review existing conditions, perform load calculations, identify and recommend options, and develop two scenarios for system retrofit, including cost estimates.

ANTICIPATED COMPLETION DATE:

FALL 2016.

ALTERNATIVES/OPTIONS:

Proceed to develop a construction bid package to replace aging equipment to the extent feasible within the budget but without current cost information or evaluation of best value.

EVALUATION AND RECOMMENDED ACTION:

Perform assessment and develop recommendations for best value.

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

YES X No

COMMENTS:

Implementing the best value approach, to be identified by the assessment, may reduce annual expenses incurred to operate and repair old mechanical units (Department of General Services, College of Alameda) and may improve the capability of the air system to support program activities (College of Alameda).

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?

Vice Chancellor Ron Little

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

DOCUMENT PREPARED BY:

Prepared by: Sharon Millman
Sharon Millman, Facilities Project Manager

Date: 6/29/2016, rev. 8/29/2016

DOCUMENT REVIEWED BY:

Prepared by: Laura McCarty
Laura McCarty, Director of Capital Projects

Date: 8/24/2016

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Ron Little
Ronald D. Little II, Vice Chancellor for Finance and Administration

Date: 6/30/2016

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: Ron Little

Date: 6/30/2016

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: _____ Date: _____
Nitasha Sawhney, Acting General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: Jowel C. Laguerre
Jowel C. Laguerre, Chancellor