

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

ITEM TITLE: Ratify Contract for Chemical Storage Expert associated with the Chemistry Hoods at Building D project for College of Alameda.

SPECIFIC BOARD ACTION REQUESTED:

Ratify contract with Integrated Engineering Services in the amount of NTE \$9,400 to evaluate the regulatory compliance of existing chemical storage cabinet exhaust ventilation.

ITEM SUMMARY:

This contract will evaluate the regulatory compliance of the existing chemical storage cabinet exhaust ventilation at Building D at College of Alameda.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT): Measure A Project #2469 (COA Chemistry Hood). See Background/Analysis regarding potential fiscal/budgetary impact.

BACKGROUND/ANALYSIS:

A question has been raised regarding the regulatory compliance of the exhaust ventilation for chemical storage cabinets at COA. This contract will review existing conditions, applicable regulations, and provide a report regarding corrections needed, if any, to achieve compliance.

Although the value of this contract is below the threshold for competitive solicitation of professional services, staff contacted ten different firms in an effort to receive multiple proposals. One proposal was received before the deadline and one afterwards. Staff recommended award to the timely proposer. Integrated Engineering Services is based in Santa Clara, CA. Jeff Tarter is the Principal.

The value of this contract is below the threshold for award by the Chancellor with ratification by the Board of Trustees. 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, applicable regulations, and provide a report regarding corrections needed, if any, to achieve compliance.

ANTICIPATED COMPLETION DATE: FALL 2016.

ALTERNATIVES/OPTIONS: None.

EVALUATION AND RECOMMENDED ACTION: Perform evaluation.

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

YES _____ MAYBE X NO _____

COMMENTS:

See background/analysis regarding related conditions at other facilities.

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:

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

Date: 8/24/2016

DOCUMENT PRESENTED AND APPROVED BY:

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

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: Ron Little Date: _____
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: _____
Nitasha **Sawhney**, Acting General Counsel

Date: _____

CHANCELLOR'S OFFICE APPROVAL

Approved, and Place on Agenda

Not Approved, but Place on Agenda

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