

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of May 20, 2008

ITEM # 20

ITEM TITLE:

Approval to Enter into an Agreement for Architectural Services with Byrens Associates for Merritt College Short-Term Project: Building Q Improvements

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested for the Chancellor to enter into an agreement with Byrens Associates for architectural services related to the Renovations to Building Q (administration and business services) at Merritt College, in the amount of \$72,000.

ITEM SUMMARY:

The Renovations to Building Q project will correct ventilation issues, increase natural lighting, and increase energy efficiency for the building. Specifically, the project will:

- Add more AC power at the 2nd and 3rd floor to correct a circuit breaker problem.
- Remodel to provide additional offices and relocate the mail room.
- Create two wall openings for natural light and ventilation. This will provide natural lighting and energy savings.
- Replace parts of the plumbing system where signs of rust have been observed.

This is an approved short-term project for Merritt College.

Byrens Associates will provide architectural/engineering services for the project, at a fee of \$72,000.

BACKGROUND/ANALYSIS:

Based on their relevant experience, Byren Associates was selected from the previously Board approved short list of architectural firms. The firm is located in Oakland.

ALTERNATIVES/OPTIONS:

Not applicable.

EVALUATION AND RECOMMENDED ACTION:

Approval is recommended for the Chancellor to enter into an agreement with Byrens Associates for architectural services related to the Renovations to Building Q (administration and business services) at Merritt College, in the amount of \$72,000.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

Measure A, as approved by the voters in Peralta's constituency and authorized under Resolution 05/06-45, Exhibit A-1, Merritt College "Plumbing, electrical, mechanical system upgrades and improvements."

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

YES _____ No X

COMMENTS:

No additional comments.

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?

Vice Chancellor Ikhara

DID A BOARD STANDING COMMITTEE APPROVE THE ITEM? YES _____ NO X

IF "YES", PLEASE INCLUDE THAT INFORMATION IN YOUR SUMMARY.

PLEASE ACQUIRE SIGNATURES IN THIS ORDER:

DOCUMENT PREPARED BY:

Prepared by: Sadiq B. Ikhano Date: May 20, 2008
Dr. Sadiq B. Ikhano
Vice Chancellor of General Services

DOCUMENT PRESENTED BY:

Sadiq B. Ikhano Date: May 20, 2008
Dr. Sadiq B. Ikhano
Vice Chancellor of General Services

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: Thomas Smith Date: 5.12.08
Thomas Smith
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 T. Nguyen Date: 5/12/08
Thuy T. Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: Elihu Harris Date: 5/14/08
Elihu Harris, Chancellor

BYRENS ASSOCIATES
ARCHITECTURE • PLANNING

361 17TH STREET OAKLAND CA 94612 510/452-3224

MEMORANDUM

March 31, 2008

Terrell Miller
Miller & Associates

Re: **Merritt College, Phase I and II Projects**
Architectural/Engineering Services:
Building Q Improvements

Dear Terrell:

Thank you for the opportunity to submit our proposal for Design Services for the Merritt College Campus: Building "Q" Improvements.

Based on our meeting and upon information you provided, I understand that the work is to consist of the following basic elements: (the following scope of work is subject to survey/program development).

Building "Q" Improvements

- Add more AC Power, 2nd. And 3rd. Level. Correct Circuit Breaker Problem.
- 2nd. Floor Men's overhead leak from the drain above.
- Administrative request for interior remodel for additional offices. Relocation of the mail room.
- Create two wall openings for natural light ventilation. Energy saving and natural light increase.
- Signs of rust in majority of the plumbing system. Parts of system may need replacement.

The Building Q Improvements will be subject to DSA Access and State Fire Marshal review.

To initiate the building analysis and design resolution, we will need to meet with you and department representative(s) to clarify and prioritize the scope of work as it relates to budget. Once scope is further defined, we will be able to get Consultant fee commitments.

We understand that a Construction Value for Building Q Improvements is \$825,000. Refer to Miller & Associates Phase I and II Project List for Building Q itemized project scope and budget - shown on page 2.

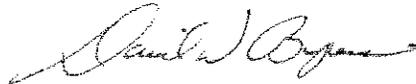
For Architectural/Engineering Services, we propose the following fee. If extensive survey/diagnosis of existing systems is required (such as the condition of plumbing pipes at Building Q), additional engineer fee may be needed.

- Building Q – Architectural, Structural, Mechanical and
Electrical \$72,000.00

We believe that these improvements can have a very positive impact on the function of Building Q.

We are ready to initiate the work upon acceptance of this proposal.

Sincerely,



David W. Byrens, A.I.A.
 Principal

**MERRITT COLLEGE
 PHASE I & II PROJECT LIST**

MILLER & ASSOCIATES



	Dept/Location	Description	PH I Est C.C.	PH II Est C.C.	Totals
112	Building 'Q' Improvements				
	Phase I	Bldg. Q	Add more AC Power, 2nd 3rd Level. Circuit Breaker Problem	\$8,500	
	Phase I	Bldg. Q	2nd Floor Men's overhead leak from drain the above.	\$20,000	
	Phase II	Bldg. Q	Administrative request for interior remodel for additional offices. Relocation of the mail room		\$270,000
	Phase II	Bldg. Q	Create (2) wall openings for natural light ventilation. Energy saving and increase		\$290,250
	Phase II	Bldg. Q	Signs of rust in majority of the plumbing system.		\$236,250
			Subtotal		\$825,000