

**Board of Trustees Agenda Report  
For the Trustee Meeting Date of May 20, 2008**

**ITEM TITLE:**

Accept Proposal from NorCal Moving Services to Provide Moving Services for the College of Alameda Phase II Short-Term Project

**SPECIFIC BOARD ACTION REQUESTED:**

Approval to accept a proposal from NorCal Moving Services, in the amount of \$11,570.38, to provide moving services for the Phase II Short-Term Project at College of Alameda.

**ITEM SUMMARY:**

The College of Alameda Phase II Short-Term Project scope of work involves hazmat abatement, flooring replacement and refinishing, painting, and other items. Moving services are required in order to move staff and items out of the areas targeted for work. Three quotes were requested and were received as follows:

<b>MOVING SERVICE COMPANY</b>	<b>TOTAL BID</b>
NorCal Moving Services	\$ 11,570.38
Cor-O-Van Moving & Storage	\$ 13,331.58
Chipman Relocations	\$ 14,447.13

NorCal provided the lowest price, and acceptance of their proposal is recommended.

**BACKGROUND/ANALYSIS:**

Board approval is requested because, including this amount, the cumulative total of purchase orders for this company exceeds the bid threshold.

**ALTERNATIVES/OPTIONS:**

Not applicable.

**EVALUATION AND RECOMMENDED ACTION:**

Approval to accept a proposal from NorCal Moving Services, in the amount of \$11,570.38, to provide moving services for the Phase II Short-Term Project at College of Alameda, is recommended.

**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, College of Alameda "Remodeling and equipping classrooms and campus facilities."

**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 Ikharo

**DID A BOARD STANDING COMMITTEE RECOMMEND 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. Ikharo Date: May 20, 2008  
Dr. Sadiq B. Ikharo  
Vice Chancellor of General Services

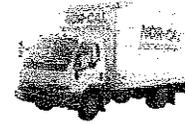
**DOCUMENT PRESENTED BY:**  
Sadiq B. Ikharo Date: May 20, 2008  
Dr. Sadiq B. Ikharo  
Vice Chancellor of General Services

**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

# NOR-CAL MOVING SERVICES



2001 Marina Blvd. San Leandro, CA 94577  
Agent for Allied Van Lines  
Phone (800) 543-4668 – fax (510)-357-6111

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April 30, 2008

To: Tammy Metzler / Judy Hurley  
Transitions – College of Alameda

From: Marcus Martinez  
NOR-CAL Moving Services

RE: Relocation Services

Dear Tammy & Judy,

Below is the budgetary estimate for relocation services. Please note that this estimate is based on relocating during normal business hours. Please feel free to call me with any questions.

Material delivery	=	\$90.00
165 boxes (used)	=	\$165.00
30 computer bags	=	\$30.00
3 rolls shrink wrap	=	\$90.00
Building protection materials	=	\$90.00
Labels	=	<u>no charge</u>

Tax \$40.68

Sub Total = \$505.68

\*Storage Container rental (not included in pricing) \$195.00/month

Delivery/Pick up \$240.00

Relocation Services – Moving contents, computers and furniture from 5 different locations on campus, and move to a storage area on site. Move will consist of moving everything out of current space taking 2 days

## Building B. 201, 202, 205.

Day 1: 6 men, 1 bobtail for 5 hours	=	\$978.70
Day 2: 6 men, 1 bobtail for 5 hours	=	\$978.70
Move back: 6 men, 1 bobtail for 6 hours	=	\$1,174.44

# NOR-CAL MOVING SERVICES

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## Gym – Move to Mezzine

Day 1: 2 men, 1 bobtail 4 hours	=	\$350.96
Day 2: 2 men, 1 bobtail for 4 hours	=	\$350.96
Move back: 4 men, 1 bobtail for 6 hours	=	\$850.44

## Building G: 116, 118, 119, storage area, miscellaneous

Will load key boards on book carts/

Day 1: 2 men, 1 bobtail for 4 hours	=	\$350.96
Day 2: 2 men, 1 bobtail for 4 hours	=	\$ 350.96
Move back: 4 men, 1 bobtail for 4.5 hours	=	\$ 637.83

## Building D.

Day 1: 3 men, 1 bobtail for 4 hours	=	\$458.96
Day 2: 3 men, 1 bobtail for 4 hours	=	\$458.96
Move back: 4 men, 1 bobtail for 4.5 hours	=	\$637.83

## Building C: 201 – 203, 205, 207, lobby area.

Day 1: 2 men, 1 bobtail for 4 hours	=	\$458.96
Day 2: 3 men, 1 bobtail for 4 hours	=	\$458.96
Move back: 4 men, 1 bobtail for 4.5 hours	=	\$637.83

Library:

Day 1: 2 men, 1 truck for 3 hours	=	\$263.22
Day 2: 2 men, 1 truck for 3 hours	=	\$236.22
Move back: 2 men, 1 truck for 4 hours	=	\$350.96
Total:	=	\$10,518.53
10% Contingency		\$ 1,051.84
<b>Grand total:</b>		<b>\$ 11,570.38</b>

Sincerely,

Marcus Martinez  
Corporate Sales  
Nor-Cal Moving Services

*The acceptance of proposal page and the valuation options page must be signed and received at Nor-Cal prior to providing any moving services. A 7% fuel surcharge is included in the rates above.*