



**BOARD FACILITIES & LAND USE
PLANNING COMMITTEE**
Peralta Community College District

ADOPTED MINUTES – OCTOBER 16, 2008

Meeting of the Board’s Facilities & Land Use Planning Committee

Meeting Date: Thursday, October 16, 2008
 Time: 3:00 pm to 5:00 pm
 Location: District Administrative Center, Department of General Services
 Physical Plant Conference Room
 333 E. 8th Street
 Oakland, CA 94606

Present:

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| ✓ Nicky Gonzalez Yuen, Trustee (Chairperson) | ✓ Joseph Bielanski, Academic Senate President, BCC |
| ✓ Dr. William Riley, Trustee | ✓ Olivia Rocha, Olive Construction |
| ✓ Abel Guillén, Trustee | ✓ Claudette Brero-Gow, B-G Consulting |
| ✓ John Banisadr, Purchasing Compliance Manager | ✓ Gregg Marro, 1021 Chief Steward |
| ✓ Dr. Sadiq B. Ikharo, Vice Chancellor of General Services | ✓ Bijan Beigi, Consolidated |
| ✓ Robert Beckwith, DGS, M & O | ✓ Shirley Coaston, Faculty Classified President |
| ✓ Janet Cragin, Director of Technical Services | ✓ Frank Chong, Laney College President |
| ✓ Ineda Adesanya, IPA Solutions | ✓ Michael Terry, WLC Architects |
| ✓ Rosemary Vazquez, Staff Service Specialist, DGS | ✓ Price Eres, Bovis Lease Lending |
| ✓ Jeff Cook, Facilities Project Coordinator | ✓ Mark Sennette, Director of Capital Projects |
| ✓ Donald Moore, Laney | ✓ Atheria Smith , SCALA Designs |

AGENDA ITEMS DISCUSSED

1. APPROVAL OF AGENDA ITEMS: At the request of Trustee Yuen, agenda item #7 (*Upcoming DGS Items*) was moved up on the agenda to item #3. Agenda items #3 to #6 were deferred to the next meeting. Agenda was then approved with changes.

2. MINUTES: At the request of Trustee Yuen, the minutes from the September 18, 2008 meeting were deferred to the next meeting for review and approval.

3. UPCOMING DGS ITEMS:

At the Board of Trustees meeting on October 14, 2008, the Board of Trustee removed the DGS Board items #23, #25, #26, #28, #3, #32 and #35 from the consent calendar and referred them to the Board facilities committee for further clarification, with the items returning to the full board in two weeks.

Dr. Ikharo gave an opening statement which provided background information that included history, facts, summary and breakdown of Measure A procurement expenditures and status report of Measure A Phases I & II Short-Term Construction Projects, specifically addressing concerns relating to the budget increase for Laney, STCP, Phase II., explaining that due to ADA requirements and additional life and safety issues, the scope increased.

Trustee Yuen commented that his concerns are (and include the concerns of some of his Board colleagues) that the Measure A STCP, Phase I & II lists are not inclusive or specific. A quarter of the Bond money has already been spent without either an Education Master Plan nor a Facilities Master Plan. What are the priorities? Is PCCD getting the best values for the amount of monies being spent? He felt that the DGS items that were presented to the Board at the last Board of Trustees meeting did not have sufficient clarification and lacked detail backup documentations.

Dr. Ikharo commented that because of the volume of public works projects that are ongoing (District-wide), 70% of the items that go to the Board are generated from the DGS. He spoke briefly of his plan to ensure that future DGS Board items have sufficient backup material from now on. Trustee Yuen commented that he would like to see, especially relating to projects, information that includes the full scope and estimated full budgets of proposed projects so that the Board is not surprised at a later date about the actual costs entailed. Dr. Ikharo added that the plan is to also have an environment scanning of the project, hence avoiding issues of project change orders and additional phases.

Trustee Yuen led a discussion relating the Board agenda items pulled as follows:

#22. Consider Approval of Extended Project Management/Construction Management Services for Terry Miller & Associate, , Merritt College Short-term Projects, Phase II

Dr. Ikharo provided background history and spoke relating to the removal of the original PM, giving examples of projects that were not scoped properly. Group discussed the need to prioritize projects, manage rates, carefully monitor due diligence and establish doable timelines. Personnel from Terry Miller & Associates were present and provided clarification to questions. The consensus was to pass this item to the full Board, for review and consideration

#23. Consider Approval of Extended Construction Management Services for Olive Construction Management, Renovations to Building A and Sidewalk Rehabilitation Project, College of Alameda

Olivia Rocha of Olive Construction Management, Inc. (OCM) read a prepared statement which included background information relating to their services from April 2006 through March 2008, relevant experience and past comparisons of PM/CM fees & hourly rate schedules. She also spoke briefly about her current proposal and provided clarification to questions. Dr. Ikharo spoke relating to scope of work and explained reason for fee increases. The consensus was to pass this item to the full Board, for review and consideration

#25. Consider Approval of Extended Move Management Services, College of Alameda Renovations to Building A, IPA Planning Solutions, Inc.

Trustees questioned why the District has not hired a permanent employee to perform move management services in-house. Dr. Ikharo responded that HR could not define the scope of work and therefore would not support approving this position in-house. Thus,

DGS's request for the position was denied. Ineda Adesanya of IPA Solutions spoke relating to the complexity of move coordination, explaining the importance of having individuals with expertise to complete this task; some jobs may be too large for one person to handle. She also provided clarification to other questions. Dr. Ikharo stated that hiring an in-house employee is do-able, however this individual will need to have the expertise needed to successfully perform move coordination functions. Trustee Yuen recommend inviting HR Administrator to future meeting to discuss this matter and also requested that DGS provide information to the Board on the total cost of move management consultation services over the past several years. The consensus was to pass this item to the full Board, for review and consideration.

#26. Consider Approval to Enter into Agreement for Architectural Services with Byrens Associates for Merritt College Short-Term Projects

Dr. Ikharo and Director Sennette both provided clarification to Trustees question relating to contract value percentages. The consensus was to pass this item to the full Board, for review and consideration.

#28. Consider Approval of Agreement for Program Support Services District-Wide with Bovis Lend Lease and \$31. Consider Approval of Amendment No. 1 to the Agreement with Bovis Lend Lease for Construction Management Services for the Berkeley City College Short-Term Projects and

Personnel from Bovis Lend Lease were presented and provided a detailed report which included project overview, PM's Summary, Project Status and other relating documents for the STCP, Ph. II for BCC. They also provided clarification to questions relating to the pay rate explaining that the figures listed in their proposal are averages and are negotiable. Director Sennette spoke briefly regarding standardized pay scales in the industry and indicated that DGS was working to standardize and lower the compensation rate for project management services. Dr. Ikharo explained the contract negotiation process. The consensus was to pass this item to the full Board, for review and consideration provided that DGS continue to work to lower the costs of project management services and to standardize the rate of reimbursement.

Trustees Yuen and Guillén also questioned the need to hire Bovis for ongoing non-PM services that, in their opinions, could be done in-house by existing or newly-hired staff at a fraction of the rates charged by Bovis. They requested that DGS determine which of these functions could be done in-house.

#32. Consider Approval of Agreement for Program Support Services District-Wide with B-G Consulting Company

Claudette Brero from B-G Consulting was present and provided a document that contained a summary of her qualifications, accomplishments to date for the Measure A program and report of activities from May 2008 through September 2008. She also provided clarification to questions, specially addressing comments relating to her work

schedule and pay rate, explaining that her scope of work is on an hourly basis. The consensus was to pass this item to the full Board, for review and consideration.

#35. Consider Approval to Augment the Project Budget for Laney College Short-Term Projects

Dr. Ikharo provided background information relating to this project. Dr. Chong read a statement which provided detail justification for this budget adjustment. Information included Phase II budget scoping, examples of Phase II scoping that was not done properly and summary of Laney Measure A expenditures. Consolidated personnel spoke relating to their review of the original scope of work and addressed fire & safety issues. WLC was available and provided clarification to questions relating to the Facilities Master Plan. Group discussed ADA compliance issues, elevators and seismic modernizations as a separate project, clarification on the language used to describe projects (STCP vs. major projects) and the need for more clarification so that monies spent are not redundant. The consensus was to pass this item to the full Board, for review and consideration, provided more documentation outlining detail functionality, overall scope and budget information was provided.

Meeting Adjourned