DATE: June 26, 2003

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services Contract – Low Voltage / Technology Infrastructure Designing & Engineering Services Angus – Hamer, Incorporated and Smith Fause McDonald, Inc. (SLBE)
(Resolution No. 030626-B10)

BACKGROUND INFORMATION:

Project: Low Voltage / Technology Infrastructure Designing & Engineering Services
Various Projects

The College used a comprehensive outreach effort to encourage prospective Low Voltage / Technology Infrastructure Design & Engineering firms and sub-consultants to respond to the "Request for Qualifications" for the Low Voltage / Technology Infrastructure Consulting Project. Fifty Eight (58) RFQ booklets were issued to respondents. To more completely understand the selection process, interested firms were invited to an informational meeting where the details of the selection process were discussed, including the importance of complying with the College's SLBE policy and the related goals for participation. Twenty Six (26) individuals attended the informational meeting, and eleven (11) firms submitted responses to the RFQ. A diverse eight (8) member selection committee composed of faculty, staff and administrators reviewed these eleven (11) responses.

Each committee member read all of the responses and rated each submittal according to the same criteria published in the RFQ and reviewed at the informational meeting. These criteria included demonstrated experience with...
low voltage / technology Design & Engineering services including: voice, video and data communication systems; fire and intrusion detection systems; phone and communication systems. Additional points were awarded to the scores of those submittals where the firms were certified SLBEs.

The scores were then tabulated and the top four (4) firms were invited to interview with the selection committee. The committee met to establish the questions that would be asked during the interview. The questions covered in greater depth the knowledge and experience required of the firms. Each committee member rated each firm. Again, additional points were awarded only to the scores of those submittals where the firms were certified SLBEs.

The selection committee recommends Angus - Hamer, Incorporated to provide low voltage / technology infrastructure design & engineering services. Angus – Hamer, Incorporated complied with the SLBE program subcontracting requirements and twenty five percent (25%) of the total contract dollars under this award will paid to SLBE firms. However, the paper screening and interview scores between these two firms were within 2% of each other and both firms are considered highly qualified to provide the requested design and engineering services.

Upon further review of the overall scores, and a subsequent unanimous recommendation of staff, the Chancellor recommends that a contract be awarded to both the first and second place firms, Angus Hamer, Incorporated and Smith Fause McDonald, Inc. (SLBE) each to receive approximately fifty (50%) of the total contract award. Smith Fause McDonald (SLBE) complied with the SLBE program requirements and pledged that one hundred percent (100%) of its total contract dollars will go to SLBE firms. Both firms have agreed to accept a fifty (50%) award and staff believes that the work can reasonably be split into distinct components in order to effectuate this arrangement.

Services provided by the prime consultant its and their sub-consultants may include, but are not limited to: design prime and engineer of record on replacement of fire alarm systems and modifications to existing low voltage data and communication systems; consulting to establish District wide low voltage system standards; peer review of low voltage system designs by other architects and engineers on new construction projects such as the Mission Campus, Chinatown / North Beach Campus and the Community Health and Wellness Center to assure conformity to District standards.

A preliminary budget for this contract has been established. However, additional analysis of the proposal and negotiated scope of work and
project deliverables is needed to determine the final budget. This contract for low voltage / technology design & engineering services will be paid with funds from Proposition A 2001 General Obligation Bonds.

**SHARED GOVERNANCE REVIEW:**
Yes __; No _X_; if yes, which committee: _____________________________
Date of Review: _____________________________

**RECOMMENDATION:**

RESOLVED: That authorization be given to contract with Angus - Hamer from July 1, 2003 through June 30, 2004 for one (1) year with up to three (3) one year extensions for special services and advice to provide the District with low voltage / technology infrastructure consulting services at a cost not to exceed $250,000.

RESOLVED: That authorization be given to contract with Smith Fause McDonald, Inc (SLBE) from July 1, 2003 through June 30, 2004 for one (1) year with up to three (3) one year extensions for special services and advice to provide the District with low voltage / technology infrastructure consulting services at a cost not to exceed $250,000.

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, originator
W/ David Liggett and Doug Re and Norma Nelson