

OHLONE COMMUNITY COLLEGE DISTRICT  
MEMORANDUM

TO: Board of Trustees  
FROM: Douglas Treadway  
DATE: March 9, 2005  
SUBJECT: Approval of Amendment of Project Assignment #2, tBP Architecture, Fremont Campus for the Student Support Services Building

As part of the design process, survey information is required. Since the proposed site location has changed from the original master plan location and after reviewing existing survey information, it was determined that additional survey information is needed.

Accordingly, staff is recommending engaging the services of Sandis Humber Jones, working under the tBP Architecture agreement to provide this information.

tBP Architects, proposes a fixed fee of \$17,420.00 and a budget for reimbursables not to exceed \$1,500.00. With this amendment, the total contract amount for Project Assignment #2 will be \$1,311,420.00 not including the reimbursables.

RECOMMENDATION:

The President/Superintendent recommends that the Board of Trustees approve Amendment #1 for Project assignment #2 with tBP Architecture for an amount not to exceed \$18,920.00, which includes reimbursables.

Attachments: Amendment #1, Project Assignment #2  
tBP Proposal dated 2/28/05

# Ohlone Community College District

## PROJECT ASSIGNMENT 2, AMENDMENT #1

**Contract #193-0604-001**

**Date of original contract: September 8, 2004**

**Date of Project Assignment #2: September 8, 2004**

**Date of Amendment: March 9, 2005**

This is an amendment to the Project Assignment Number Two for the Agreement dated September 8, 2004, between **tBP Architecture ("Architect")** and **Ohlone Community College District ("District")** for On-Going Architectural Services for the Ohlone College, Fremont Campus, as detailed in Contract number 193-0604-001.

The parties agree to the following changes and/or additions to the Agreement:

1. **Architect will perform additional "Surveying" Services, utilizing Sandis Humber Jones, according to the tBP Architecture, proposal dated February 28, 2005, which is attached hereto.**
2. **Fees will be paid for services as detailed in the tBP Architecture proposal dated February 28, 2005. Compensation shall be a fixed fee of \$17,420.00, which will increase the original fixed price lump sum Project Assignment amount of \$1,294,600.00 to a revised total of \$1,311,420.00.**
3. **Reimbursable expenses relating to these additional services shall not exceed \$1,500.00.**

In all other respects, the terms of the original agreement remain in full effect. However, if there is a conflict between this Amendment and the original agreement, the terms of this amendment will prevail.

Mr. Richard A. Mangum, AIA  
**Architecture** Director of Purchasing, Contract Administration,  
1000 Burnett Ave., Suite 140  
Concord, CA 94520

Marian Castaneda  
**tBP**  
Auxiliary Services  
**Ohlone Community College District**  
43600 Mission Blvd.  
Fremont, CA 94539

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

February 28, 2005

Ohlone College  
43600 Mission Boulevard  
PO Box 3909  
Fremont, CA. 94539-0390

Attention: Deanna Walston, Vice President of Business Services

Subject: **Additional Services Proposal -- Surveying Services**  
Student Support Services Center  
Ohlone College Fremont Campus  
tBP Project No.: 20446.01

Dear Ms. Walston:

We are pleased to submit this proposal to provide Surveying Services for the Subject Project.

**Project Description:**

The proposed Student Support Services Center site is approximately 2 to 3 acres as described in the Programming Document for the Student Support Services Center, dated January 2005.

**Scope of Design Services:**

tBP/Architecture will provide the following Additional "Surveying" Services as set out in the "Agreement for On-Going Architectural Services, dated September 8, 2004" and as modified herein.

1. Prepare a Survey for the proposed Student Support Services Center site on the Ohlone College Fremont Campus as set out in the attached letter from Sandis Humber Jones, dated February 28, 2005.
2. Supplemental Survey Information for site information required after the design for the Student Support Services Center has been established.

**Architectural and Engineering Design Services:**

Our Proposal provides Surveying services only. We propose utilizing the professional engineering services of Sandis Humber Jones for this project.

**District Furnished Information:**

As set out in the attached letter from Sandis Humber Jones, dated February 28, 2005.

**Schedule:**

Approximately two to four weeks. Based on authorization to proceed and weather permitting.

**Compensation for Additional Surveying Services:**

Compensation shall be a fixed fee of Seventeen Thousand Four Hundred Twenty Dollars (\$17,420.00).

**Reimbursable Expenses:**

Reimbursable expenses are in addition to the fee and include expenses incurred in the interest of the Project as identified in the attached Professional Services Agreement. We recommend a budget allowance of One Thousand Five Hundred Dollars (\$1,500.00) for project-related expenses.

Please review our proposal and feel free to contact us to discuss the details. Thank you again for asking our team to perform these professional services.

Sincerely,  
**tBP**/Architecture, Inc.

Richard A. Mangum, AIA  
Executive Vice President

cc Jay Malone, **tBP**/Architecture  
Gary Frye, **tBP**/Architecture  
Contract File

Attachments: Sandis Humber Jones Proposal Letter, February 28, 2005

**PROFESSIONAL SERVICES AGREEMENT**

**Between the Client:**

Ohlone Community College District  
43600 Mission Boulevard  
Fremont, CA. 94539

**and the Architect:**

**tBP/Architecture, Inc.**  
1000 Burnett Avenue, Suite 140  
Concord, CA. 94520

Richard A. Mangum, AIA CA License # C8685

for **tBP** Project No.: 20446.01

**Location:** Ohlone College  
43600 Mission Blvd.  
Fremont, CA 94539

**Scope of Work:** Provide Surveying Services for the Student Support Services Center, in accordance with **tBP/Architecture's** proposal letter dated February 28, 2005.

**Fee:** Compensation for services shall be a fixed fee of \$17,420.00 plus budgeted reimbursable expenses of approximately \$1,500.00 for a total approximate fee of Eighteen Thousand Nine Hundred Twenty Dollars (\$18,920.00).

**Reimbursable Expenses:** Reimbursable Expenses are in addition to the fee and include those expenses incurred in the interest of the project. They include project-related mileage/travel expenses, long distance communications, fees paid for securing approval of authorities having jurisdiction over the project, approved expense of reproducing, postage and handling of Drawings, Specifications and other documents in excess of the number of copies provided by the Agreement, expense of renderings, model and mock-ups requested by the District. These expenses will be compensated at 1.0 times the amounts invoiced to the Architect. One Thousand Five Hundred Dollars (\$1,500.00) should be budgeted for project-related expenses.

**Client:**  
Ohlone Community College District  
Fremont, California

**Architect:**  
**tBP/Architecture, Inc.**

By: \_\_\_\_\_  
Deanna Walston  
Vice President Business Services

By: \_\_\_\_\_  
Richard A. Mangum, AIA  
Executive Vice President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

*Revised February 28, 2005*  
February 18, 2005  
Project No. 605531

Gary Frye  
tBP Architecture  
1000 Burnett Avenue, Suite 140  
Concord, CA 94520  
Tel: 925.246.6419 Fax: 925.246.6495

**RE: OHLONE COLLEGE  
STUDENT SERVICES CENTER  
FREMONT, CA**

Dear Gary,

Thank you for the opportunity to submit our agreement to provide you with Surveying Services for the above referenced project. Our proposal is based on project meeting and recent telephone conversations

We propose to provide the following scope of services:

**SURVEYING SERVICES**

**A. STUDENT SERVICES CENTER SITE (ASSUMED 2 ACRES) \$9,000**

**REIMBURSABLES \$270**

◆ See attached memo for scope outline (Exhibit "A").

**B. SUPPLEMENTAL TOPOGRAPHIC SURVEY TIME & MATERIALS \$3,200  
(NOT TO EXCEED)**

**REIMBURSABLES \$75**

◆ Perform additional survey when project site is set and agreed upon by design team and District.

◆ Supplemental Topographic Survey will be provided at a scale of 1" = 20'. This survey will define project limits, once established, and provide additional information to finalize design, including tree locations, grade changes, conform points, etc

**TERMS AND CONDITIONS**

◆ This proposal will become our agreement for services upon execution and will authorize all services listed above and encompass all provisions included in the attached Standard Provisions of Proposal, Between Client and Consultant, Form B. If you have any questions about these provisions, please call and we will discuss them with you.

◆ Sandis Humber Jones agrees to indemnify and hold harmless tBP/Architecture, its officers, directors and employees from and against all claims, losses, demands, damages or costs, including attorneys' fees, arising from the negligent acts, errors or omissions of Sandis Humber Jones, its officers, directors and employees, arising out of the performance of this agreement.

February 18, 2005  
Gary Frye  
tBP Architecture  
Project No. 605531  
Page No. 2

- ◆ The scope of work included in the proposal is limited to the specific scope included and specified only. Any exclusions listed are for clarity only and does not represent a complete list of exclusions to the scope. Any additional scope proposed or done other than that listed in the proposal as included shall be done as an additional service.
- ◆ It is assumed that a current Title Report with backup documents will be provided by the Owner / Client.
- ◆ Our work will be performed using AutoCAD Version 2005.
- ◆ Agency fees will not be paid by Sandis Humber Jones and are not included in this proposal. Any of the above expenses will be charged at cost plus 15%.
- ◆ This proposal is firm for sixty (60) days from the date of this letter.

Our services will be provided for the amounts listed above and will be performed under the Provisions of Form B.

Pursuant to state law, no work can proceed on this project without written acceptance. Please return one signed copy of this proposal and one initialed copy of Form B to our Oakland office as our authorization to proceed. We are also enclosing the "Project Information Sheet" which needs to be completed and returned prior to our starting work on this project.

Very truly yours

**SANDIS HUMBER JONES**  
Civil Engineers Surveyors Planners

David S. Angers  
Project Manager

Jeffrey M. Setera, P.E.  
Vice President  
JMS/aph

Approved

**tBP ARCHITECTURE**

Part	Yes	No
A	_____	_____
B	_____	_____

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_