



RENOVATE CARRIAGE HOUSE PROJECT PRESENTATION

Citizens' Bond Oversight Committee

June 7, 2022

BOARD APPROVED PROJECT LIST

Master Project List Report

Foothill-De Anza Community College District

Measure G Bond Program

Measure G - Initial Project List (Board Date: 1/11/2021)

DRAFT

Category/Project	Status	Budget	Description
Educational Technology Services (ETS) Project List			
ETS-09 Educational Technology Services (ETS) Contingency	Active	\$5,000,000	5% of Educational Technology Services (ETS) budget
Educational Technology Services (ETS) Project List Totals		\$100,000,000	
District and District-wide Project List			
DW-001 De Anza Event Center	Active	\$90,154,400	New event venue to meet district, campus and community needs.
DW-002 Relocation of Utilities for De Anza Event Center Facility	Active	\$11,574,400	Required relocation of existing utilities to support campus use during construction and for future facility connections. Includes data, domestic and fire water, electrical, mechanical, fire systems, etc.
DW-003 Griffin House Renovations	Active	\$5,444,200	Required preservation to historic building. Includes structural and other necessary upgrades.
DW-004 Carriage House	Active	\$1,827,100	Structural upgrades to maintain the building for continued use.
DW-005 District-wide Energy and Sustainability Projects	Active	\$12,718,300	Implement district-wide energy and sustainability projects to promote the use of clean renewable energy and reduce our carbon footprint.

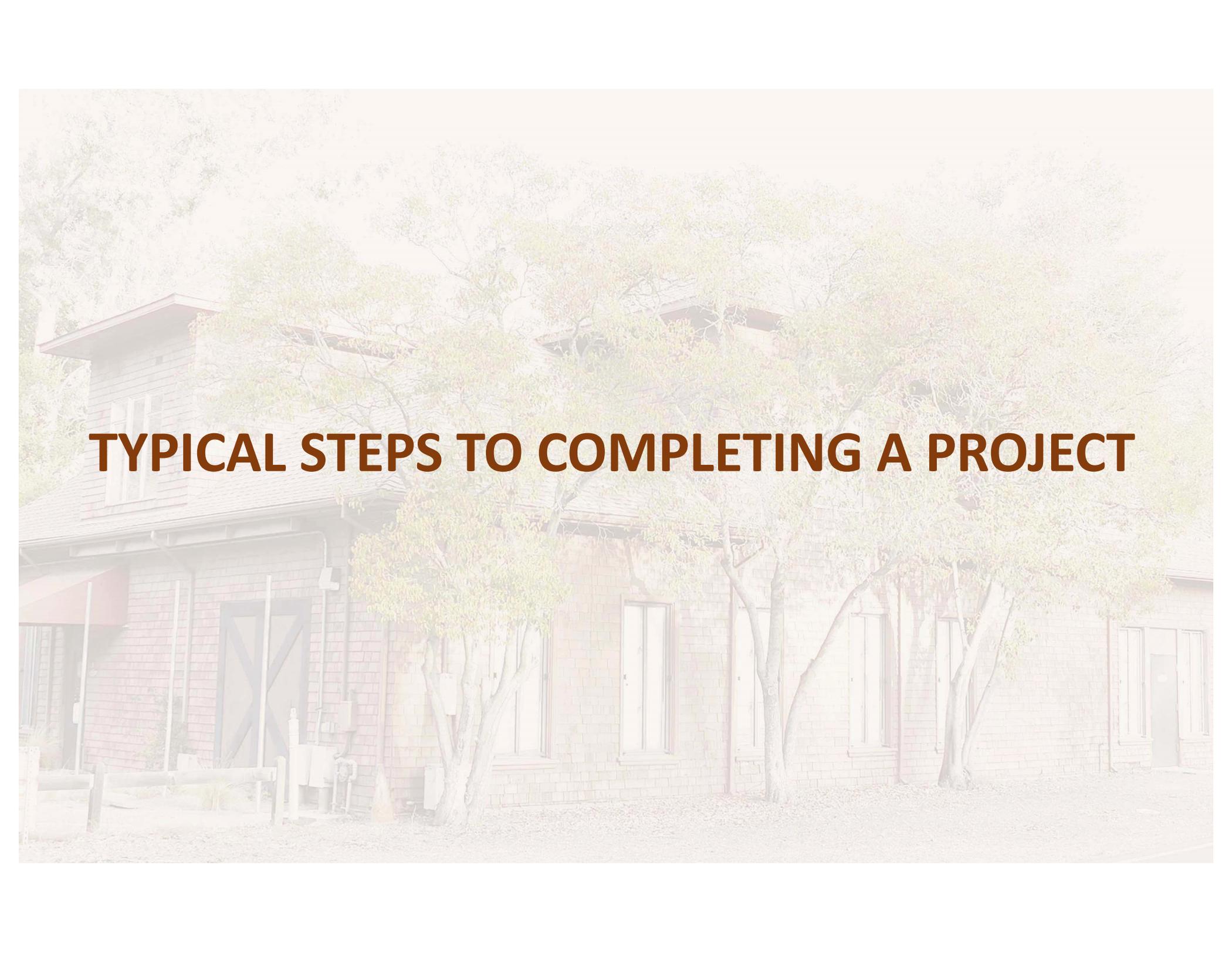


➤ Bond Project List – Board Approved January 2021

- Total Project Cost = \$1,827,100.00
- Includes both Soft Costs and Hard Costs
 - Soft Costs – Architectural Fees, Consultant Fees, etc., any costs other than construction
 - Hard Cost (Construction Costs) – Cost of Construction (Bid Amount)

Team Effort - It takes a village...

- Request for Proposal (RFP) – Purchasing Department
- Project Funding – Accounting
- Design/Construction – Facilities and CM/PM Firm (Gilbane Building Co.)
 - Programming, Schematic Design, Design Development, Construction Documents, Bidding, Construction, and Closeout.
- Design Input – Stakeholders from College
- Building Systems Input – Maintenance Staff
- Operations – Custodial/Grounds
- Hazmat Testing – Department of Environmental Health
- Security – Police Department



TYPICAL STEPS TO COMPLETING A PROJECT

INITIAL PLANNING STEPS

- **Request for Proposal (RFP) – Procurement of Consultant**
 - Document that describes the project in terms of scope, budget, schedule, date and time of submission, and contact info within the District,
 - RFP Process is approximately 90 days, from start of advertising, to selection of consultant through a committee. Board approval required for selected consultant.
- **Funding and Setting up of Chart of Accounts for Carriage House**
- **Programming/Pre-Design and Planning Phase**
 - Architect meets with Client in “Kick-off” meeting.
 - Information gathering – review of “as-built” drawings, and site visits to document existing conditions. Rudimentary scope at this point.
 - Identification of all agencies that have jurisdiction over the project. Preliminary meetings with these agencies are held.
 - Client responsibilities – provides all required information for a successful project.
 - Surveys – Topographical Survey, Utility Surveys, Hazardous Materials Survey
 - Established a Budget and provides Preliminary Construction Cost.

DESIGN PHASE

➤ Schematic Design Phase

- Sketches vs final drawings are being produced to help finalize the scope. Architect produces different schemes or options.
- Architect starts to get his design team (Mechanical, Electrical, Structural, and other specialized consultants) involved.
- Architect and design team verifies the client's construction budget. Basic construction estimate is produced by the Architect and design team.

➤ Design Development Phase

- Scope is finalized at this point – District selects a design option from the multiple design options that were presented in the Schematic Design Phase.
- By the end of this phase approximately 90% of all decisions have been made and a comprehensive construction cost is submitted to the District.
- If the construction cost is aligned with the scope and budget, the District authorizes the Architect to proceed with Construction Documents Phase.
- If the construction cost is not aligned with scope and budget, then revisions will need to be made.

CONSTRUCTION AND DSA REVIEW

➤ Construction Documents Phase

- Drawings and construction specifications are finalized.
- At completion of the final drawings and specifications, it is submitted to the Division of the State Architect (DSA) for review and subsequent approval.

➤ DSA Review and Approval

- May take up to ten (10) months or longer depending on pandemic restrictions
- This is a two-step process:
 - Preliminary Review – three disciplines, Access Compliance, Structural Safety and Fire Life Safety will do an initial review and make comments.
 - After preliminary review by Access Compliance, comments are made on the drawings and returned back to the Architect.
 - Next the Architect addresses comments and makes a “backcheck” appointment with DSA for permitting.
- At completion of the final drawings and specifications, it is submitted to the Division of the State Architect (DSA) for review and subsequent approval.

BIDDING THE CONSTRUCTION PROJECT

➤ Construction Contract Procurement (Bidding Phase)

- DSA approved drawings and specifications are posted.
- A “Bid Walk” will be held, in which perspective bidders will be invited to tour the project site.
- Bid opening is a public event.
- If the bid from the lowest responsive bidder is over the District’s construction budget, one of three things can happen:
 - The District can accept the bid and find additional source of funding.
 - The District may cancel the bid and re-bid.
 - If the bid amount is more than 10% of the total construction cost that both District and Architect agreed upon, the Architect is obligated to revised the drawings to get the scope aligned with the budget.
 - ❖ Total Construction Cost is actual construction cost, plus 10% for unforeseen conditions (Change Orders).

CONSTRUCTION AND COMMISSIONING

➤ Construction Phase

- Additional Consultants District will need during Construction:
 - Inspector of Record (IOR) – this consultant answers to DSA and ensures that the construction work does not deviate from the approved set of plans and specifications.
 - Special Testing and Inspections – This consultant will perform special testing and inspections of materials – concrete, steel, welds, etc.,
 - Hazmat Inspector – Ensures that any hazmat materials found on site are properly removed according to regulations and properly disposed of
- Building Commissioning
 - Happens at the latter part of construction but main part of commissioning is at the completion of the project and building systems are tested to ensure they function as designed.

PROJECT CLOSEOUT

➤ Closeout – DSA Closeout and Financial Closeout

▪ Construction Closeout

- All pay applications have been submitted except the 5% retention.
- All the Operations and Warranty/Guarantee manuals have been submitted
- All outstanding paperwork has been submitted to DSA.

▪ Financial Closeout

- Payment to contractor for the 5% retention
- All DSA invoices has been paid and District receives DSA letter of Certification.
- All District consultant invoices paid.
- All encumbered amounts have been paid
- If funds remain, a Bond List Revision (BLR) is prepared to transfer the remaining funds to District Contingency.



QUESTIONS?