

December 5, 2013

14-071

APPROVE THE PROJECTED SMALL WORKS PROJECT LIST FOR FISCAL YEAR 2013-14

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FINANCIAL RESPONSIBILITY: Keith Gregory, Interim Director, Facilities Management Services

APPROVED BY: Jim Langstraat, Associate Vice President, Finance
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REPORT: The passing of Board Resolution #12-013 in July 2011, allowing the college to operate a small works retainer program has proven to be very beneficial to the college, and has allowed Facilities Management Services staff the flexibility to offer more contracting opportunities to the Minority, Women and Emerging Small Business (MWESB) firms which is a board contracting goal.

The attached list contains projects that staff plans to initiate during this fiscal year. For FY 2013-14, the aggregate estimated amount is \$6,589,500. This is a proposed list based on current college priorities and is subject to changes if the college's needs change. At the end of the fiscal year staff will provide the Board with a report detailing the actual projects initiated; the Vendors selected; and the status of each project.

A \$700,000 small works contingency project has been included to address unplanned and unforeseen building infrastructure and system failures that may occur. Projects funded from the \$700,000 contingency will be reported back to the Board. In addition a \$250,000 project has been included to contract with Architectural and Engineering Consultants for preplanned activities associated with FY 2014-15 construction projects. This will allow Facilities Management Services to move to a more proactive method of managing its construction projects.

RECOMMENDATION: That the Board of Directors acting in their capacity as Local Contract Review Board approve this list of projects in Exhibit A in the aggregate amount of \$6,589,500 for Fiscal Year 2013-14. The proposed projects will be funded from the General Fund, the Capital Project Fund and the Bond Fund.