

LIGHTHOUSE FOR CHILDREN, INC. BOARD MEETING

Date: Wednesday, January 21, 2015

Time: 1:30 pm

UC Merced Building
550 E. Shaw
Inyo/Kern Room
Fresno, CA 93710

AGENDA

ITEM	SUBJECT	PRESENTER
1.	CALL TO ORDER	Chair Perea
2.	POTENTIAL CONFLICTS OF INTEREST Any Board Member who has potential conflict of interest may now identify the item and recuse themselves from discussing and voting on the matter.	Chair Perea
3. Action	ACCEPT FIRST 5 FRESNO COUNTY'S APPOINTEE TO THE LIGHTHOUSE FOR CHILDREN, INC. BOARD OF DIRECTORS	E. Reyes, E.D.
4. Action Pg. 1	APPROVE MINUTES FROM OCTOBER 24, 2014, REGULAR BOARD MEETING Supporting Document	E. Reyes, E.D.
5. Action Pg. 3	APPROVE 2015 LIGHTHOUSE FOR CHILDREN, INC. BOARD MEETING SCHEDULE Supporting Document	E. Reyes, E.D.
6. Action Pg. 4	REVIEW AND APPROVE CONTRACT AUGMENTATION WITH KITCHELL/CEO, FOR CONSTRUCTION PHASE CONSULTING AND CERTIFIED PAYROLL SERVICES FOR AN ADDITIONAL AMOUNT OF \$25,000 IN AN AMOUNT NOT TO EXCEED \$192,000 AND DELEGATE EXECUTION AUTHORITY TO THE BOARD CHAIR AND EXECUTIVE DIRECTOR	E. Reyes, E.D. S. Rapada
7. Action Pg. 6	REVIEW AND APPROVE A CONTRACT AUGMENTATION WITH KRAZAN & ASSOCIATES, INC., FOR AN ADDITIONAL AMOUNT OF \$4,000 FOR A NOT TO EXCEED AMOUNT OF \$86,000 FOR THIRD PARTY TESTING SERVICES AND DELEGATE EXECUTION AUTHORITY TO THE BOARD CHAIR AND EXECUTIVE DIRECTOR	E. Reyes, E.D. S. Rapada
8. Informational	LIGHTHOUSE FOR CHILDREN PROJECT STATUS REPORT	E. Reyes, E.D.
9.	PUBLIC COMMENT	Chair Perea
10.	ADJOURNMENT	Chair Perea

NOTE: If you need disability modification(s) and/or other accommodation(s) in order to participate in this meeting, please contact the office at (559) 241-6515 at least 48 hours prior to the start of the meeting. Government Code Section 54954.2(a).

THOROUGH REVIEW AND APPROVAL OF THE AGREEMENT BY BOARD MEMBER KOONTZ.

Motion by: Morales
Ayes: Koontz, Morales, Sablan
Noes: Perea

Second by: Koontz

5. REVIEW AND APPROVE VALUE ENGINEERING (VE) CHANGE ORDER REQUEST (COR) WITH DURHAM CONSTRUCTION IN AN AMOUNT NOT TO EXCEED \$350,000

Public Comment: None heard.

Motion by: Morales
Ayes: Koontz, Morales, Perea, Sablan
Noes: None heard.

Second by: Sablan

6. LIGHTHOUSE FOR CHILDREN PROJECT STATUS REPORT

Public Comment: None Heard.

NO ACTION REQUIRED.

7. PUBLIC COMMENT

Public Comment: None Heard.

NO ACTION REQUIRED.

8. ADJOURNMENT

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AGENDA ITEM NO. 5

TO: Lighthouse for Children, Inc. Board
FROM: Emilia Reyes, Executive Director
SUBJECT: Approve 2015 Lighthouse for Children, Inc. Board Meeting Schedule

RECOMMENDED ACTION:

Approve the 2015 Lighthouse for Children, Inc. Board Meeting Schedule.

REASON FOR RECOMMENDED ACTION:

Lighthouse for Children, Inc. (LFC) board meetings are generally held on an as needed basis. In order to be sure LFC Board Members are available when a meeting is necessary, a LFC board 2015 Board meeting calendar was created.

The 2015 regular board meetings will be scheduled for the third Wednesday of each month beginning at 2:00 pm. If, prior to a meeting date, it is found that there is no need for convening, the meetings will be cancelled.

All meetings will be held at the First 5 Fresno County office location unless otherwise noted on the monthly agenda.

The proposed 2015 meeting dates are as follows:

Wednesday, January 21, 2015
Wednesday, February 18, 2015
Wednesday, March 18, 2015
Wednesday, April 15, 2015
Wednesday, May 20, 2015
Wednesday, June 17, 2015

Wednesday, July 15, 2015
Wednesday, August 19, 2015
Wednesday, September 16, 2015
Wednesday, October 21, 2015
Wednesday, November 18, 2015
Wednesday, December 16, 2015

FISCAL IMPACT:

None

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AGENDA ITEM NO.6

TO: Lighthouse for Children Board Members

FROM: Emilia Reyes, Executive Director

SUBJECT: Review and Approve Contract Augmentation with Kitchell/CEO, for Construction Phase Consulting and Certified Payroll Services for an Additional Amount of \$25,000 in an Amount Not to Exceed \$192,000 and Delegate Execution Authority to the Board Chair and Executive Director

RECOMMENDED ACTION:

Approve a contract augmentation with Kitchell/CEO, for the construction phase construction manager and certified payroll services for an additional amount of \$25,000 for a total amount not to exceed \$192,000 and delegate execution authority to the Board Chair and Executive Director.

REASON FOR RECOMMENDED ACTION:

Due to the additional construction of the third floor of the LFC facility, the projected completion date of the facility was extended to February 28, 2015. With the additional month of construction, staff is recommending to amend Kitchell/CEO's contract to include the extra time for construction management and certified payroll services pursuant to Labor Code Section 1776.

Background: At the December 18, 2013, the Lighthouse for Children (LFC) Board approved an award of \$150,000 to Kitchell/CEO for construction management services. Staff was then notified by the County of Fresno Capital Project Manager that they could not perform certified payroll services for the LFC project. As result the LFC Board amended the Kitchell/CEO contract for an additional \$17,000 to perform certified payroll services pursuant to Labor Code Section 1776 for a total of \$157,000.

The additional month of construction management and certified payroll services entails approximately 186 hours for a total amount of \$25,000. Staff is recommending the LFC Board to extend the contract term until March 31, 2015 to complete all certified payroll services and approve an additional amount of \$25,000 for a total contract amount not to exceed \$192,000.

Funding Mechanism/Funding Eligibility: After a failed bid in which all bids were over budget, the original contract was awarded through direct negotiation and approved by the Board. The first augmentation for certified payroll services were procured through a sole source process due to the urgency to review three (3) past certified payroll submissions received to date.

FISCAL IMPACT:

If approved, the recommended contract augmentation amount, not to exceed \$25,000, will be allocated from the approved Lighthouse for Children Facility Budget – Soft Cost Contingency

line item.

FUTURE IMPLICATIONS:

Approval of the contract augmentation will allow the LFC facility to continue to have construction management and certified payroll services and remain in compliance with the public works requirements pursuant to Labor Code Section 1776.

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AGENDA ITEM NO.7

TO: Lighthouse for Children, Board Members

FROM: Emilia Reyes, Executive Director

SUBJECT: Review and Approve a Contract Augmentation with Krazan & Associates, Inc., for an Additional Amount of \$4,000 for a Not to Exceed Amount of \$86,000 for Third Party Testing Services and Delegate Execution Authority to the Board Chair and Executive Director.

RECOMMENDED ACTION:

Approve a contract augmentation with Krazan & Associates, Inc., for third party testing services for a total contract amount not to exceed \$86,000 (\$82,000 original amount plus an amended amount of \$4,000) and delegate execution authority to the Board Chair and Executive Director.

REASON FOR RECOMMENDED ACTION:

Due to unforeseen issues found during the site work phase of the project, and changes required by the City of Fresno to the handicap ramp in the parking lot, two additional compaction tests are required. The additional tests are approximately \$2,000 each. Staff is requesting to augment the original contract by \$4,000 for a total amount not to exceed \$86,000.

Background: At the December 18, 2013 meeting, the Lighthouse for Children (LFC) Board approved a contract with Krazan & Associates, Inc. not to exceed \$82,000 for required Third Party Testing services for the LFC construction project.

Krazan & Associates, Inc. has completed all deliverables on time during the project construction phase and performing all required testing.

Funding Mechanism/Funding Eligibility: Based on the LFC's procurement policies, staff released a Request for Proposal (RFP) on October 29, 2013, to procure Third Party Testing Services. Krazan & Associates was the lowest and most competitive bid.

FISCAL IMPACT:

If approved, the recommended contract augmentation amount, not to exceed \$4,000, will be allocated from the approved Lighthouse for Children Facility Budget – Soft Cost Contingency line item.

FUTURE IMPLICATIONS:

Approval will ensure the LFC project is in compliance with all testing and building code requirements.