



Kentfield School District ITEM M.2.b. Inspector of Record

Objective: To consider the approval of the proposed contract for Inspector of Record (IOR) for Phase II of the HVAC Bond Project scheduled for Summer 2022.

LCAP/Strategic Plan Goal Alignment:

- LCAP Goal 2,3,4 - Strategic Plan Goal Finance and Community

Background:

During the summer of 2022, the KSD HVAC Phase II project requires the KSD to obtain an Inspector of Record (IOR) per the Department of State Architect (DSA). The IOR will provide inspection services to include, but are not limited to, observation and written documentation as necessary to satisfy the integrity of the construction project. The requirement of an Inspector of Record (IOR) for the HVAC Phase II project is based on its scope and complexity. The KSD is presenting two proposals for review.

Proposal one: Bruce C. Mansell Inspection & Consulting - proposal amount \$142,800

Proposal two: IA. Kuster Construction Inspection - proposal amount \$36,000

Fiscal Impact:

The IOR contract is necessary for completion of Phase II of the HVAC project. This expense will be funded with restricted facilities funds.

Recommendation:

Staff recommends the Board approves the I.A. Kuster Construction Inspection proposal, not to exceed \$36,000.

Bruce C. Mansell
Inspection & Consulting
Class 1 DSA Inspector 4745
OSHPD Class A A-20612
2501 Scotts Right of Way
Sebastopol, Ca. 95472
707-228-9300 mobile
nspktor@comcast.net

January 2022

REQUEST for PROPOSAL

BETWEEN: Bruce C. Mansell, Class 1 DSA Inspector 4745

and

OWNER: Kentfield School District
750 College Avenue
Kentfield, CA. 94904

PROJECT: (4 Projects)

Bacich Elementary School (DSA APPL: (01-119489/FILE 21-18)
699 Sir Francis Drake BLVD. Kentfield, CA.

Bacich Elementary School (DSA APPL: (01-119491/FILE 21-18)
699 Sir Francis Drake BLVD. Kentfield, CA.

Kent Middle School (DSA APPL 01-119490/FILE 21-18)
800 College Avenue, Kentfird, CA. 94940

Kent Middle School (DSA APPL 01-119492/FILE 21-18)
800 College Avenue, Kentfird, CA. 94940

SERVICES

1. Bruce C. Mansell, Inspection & Consulting services will provide inspection services of inspector of record: Performing the duties of Inspector of Record as outlined by the Division of the State Architect Construction Inspectors.
2. Provide inspection services during the entire period of construction, performing the services of observation and documentation as necessary to satisfy the owner's interest in the areas of integrity of construction, reporting of information regarding the details of the project, promoting excellence in construction procedure, and encouraging timely performance.
3. Principal, Bruce C. Mansell will personally inspect every aspect of the construction on site; attend project meetings and interact with the Owner, Architect, Structural Engineer, Contractor and DSA as required.
4. Per the schedule, Bruce C. Mansell will be personally overseeing and directing the activities of all assistant inspectors that may be needed.
5. A budgetary estimate for this project will be based on 4-8 Hours per day however more or less time may be required depending on requirements of DSA field personnel.

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FEES

1. An hourly rate of \$100.00/ hour will be charged for all work performed. That will include all travel time, mileage and equipment required.
2. Hourly work prior to start of construction will be billed at the rate of \$100.00 per hr. for consulting fees. Estimates of time or duration are based on workday consisting of 7 AM through 3:30 PM. Any other time frame will be negotiated between the Owner and IOR.
- ~~3. Reimbursement for work requiring travel ___ miles or more will be at the rate of \$ ___ per mile. Work ___ miles or more from the site will require \$ _____ per day per diem.~~
- ~~4. For additional school sites a travel expense will included @ the above rate.~~
- ~~5. For multiple school sites a radio (Nextel or similar) or cell phone allowance will be supplied.~~
6. Budgetary estimate as follows: Based on the construction duration **(Spring/Summer 2022-Completion of Project. (\$142,800.00).**
(This is only a budgetary estimate actual charge may be more or less depending on contractors schedule, additional requested costs, and DSA S.E. Field Engineer site meetings and/or special inspection requirements).
7. Payment to be monthly as billed. Bills presented by the 1st of the month will be due and payable by the 1st of the following month. Bills not paid by the 5th of the following month will be charged an administration fee and interest until paid.

REQUIREMENTS

1. Bruce C. Mansell as Inspector or Record will be provided with adequate secure office space including electricity and phone lines (voice & data line/per specs for project).
2. As inspector of record Bruce C. Mansell will be indemnified in accordance with AIA document A201 section 3.18.
3. Bruce C. Mansell Consulting & Inspection does not express or imply warranty or guarantee of any work involved in the project.
4. Disputes between parties of this contract, which might arise out of, or relating to this agreement and which cannot be resolved by reasonable negotiation between those parties shall be resolved through arbitration with construction industry rules of the American Arbitration Association.
Upon substantial failure by either party termination will require a 30-day written notice.

Bruce C. Mansell, DSA Inspector

Date



1/2022

**PROPOSAL FOR DSA INSPECTOR OF RECORD
SERVICES FOR THE KENTFIELD SCHOOL DISTRICT
SUMMER 2022 HVAC UPGRADE PROJECTS**

I.A. KUSTER CONSTRUCTION INSPECTION

P.O. BOX 4600

SANTA ROSA, CA 95402

(707) 322-8138

dsa.inspector@gmail.com

**Kentfield School District
Attention: Paul Miller, Director of Facilities
750 College Avenue
Kentfield, CA 94904**

January 21st, 2022

BACICH AND KENT CAMPUS HVAC UPGRADE PROJECT PROPOSAL

Based on the project description, the 10-week completion period allotted to the contractor by Kentfield School District (KSD), and the DSA approved plans prepared by QKA Architects for the project (DSA application #01-119489, 01-119490, 01-119491 and 01-119492), I.A Kuster (IOR) proposes the following:

DSA Project inspection services as set forth in DSA IR A-8 and the 2019 California Building Standards Code at a maximum of 30 hours per week for the duration of the project and on an as-needed basis for completion of the project if the time for completion should extend past the 10-week period allotted to the contractor by KSD.

IOR assumes based on the size and scope of the project, DSA will require an average of 5 to 10 hours per week, per application number in order to provide continuous inspection as required by the California Administrative code. The 5 to 10 hours per week will typically be an average with some weeks requiring more and some weeks requiring less, based on the complexity of the work being performed at the time.

The time period allotted to the contractor for project completion is just over 10 weeks. The 30 hours per week for a period of 10 weeks is 300 hours. At the current rate of \$120 per hour, 300 hours equals a not-to-exceed maximum of \$36,000.

If these terms are agreeable to KSD, please proceed with a purchase order or contract for the above amount and inform IOR in writing when notice-to-proceed will be issued to the general contractor.