



# BuildPERALTA Academy

Build Peralta Academy  
Change Management: How to Manage  
Scope – Schedule – Budget  
Wednesday, November 12, 2020



# COVID-19 Safety Tips



Disinfect surfaces around your home and work.



Wash your hands for at least 20 seconds.



Sneeze or cough? Cover your mouth.



**Wear a mask. Save lives.**



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# Agenda

- Welcome
- Introductions
- Bond Program Overview
- Commitment to Local Businesses
- Build Peralta Academy Schedule
- Course – Change Management Panel
- Survey
- Closing



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Meet  
The  
Team



# Keith Kajiya

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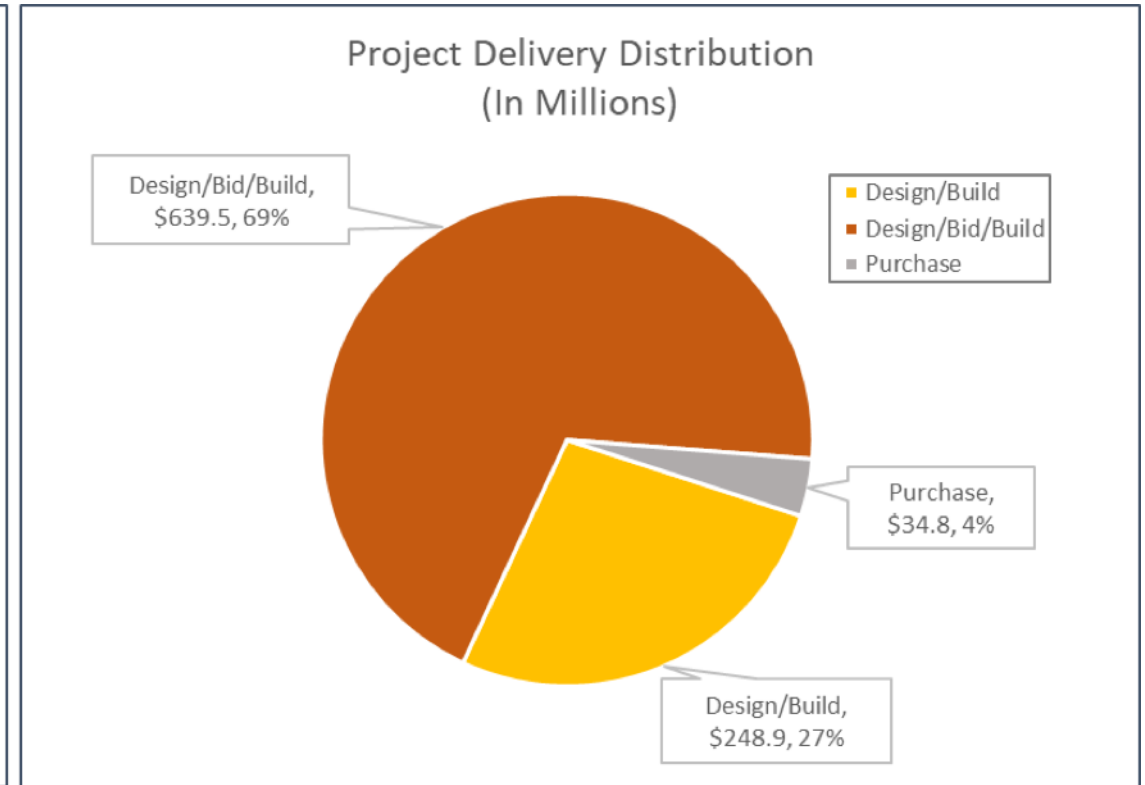
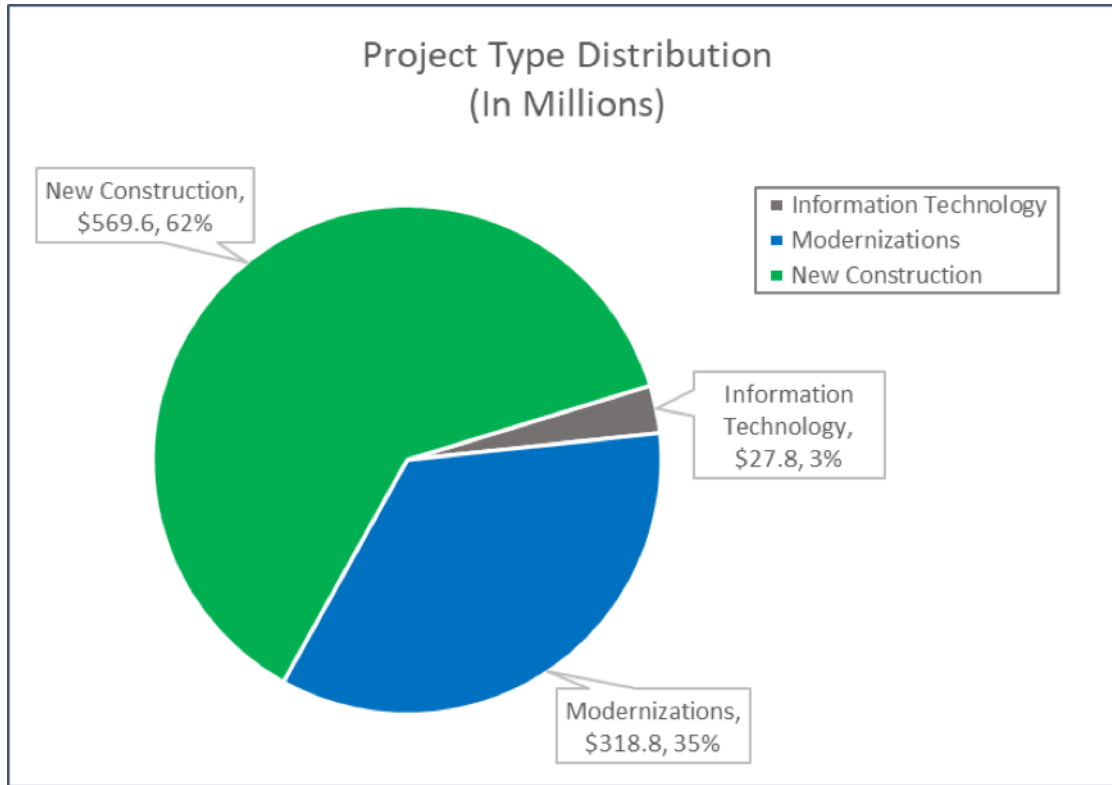
Program Manager  
AECOM



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# Capital Program Overview

Keith Kajiya, AECOM



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# Shonda Scott

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CEO / Founder  
360 Total Concept



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# Commitment to Local Businesses

Shonda Scott, 360 Total Concept

- PCCD Small Business Policy
  - 25% Small Local Business Participation
- Certification (small business located in 6 cities in Peralta District: Alameda, Albany, Berkeley, Emeryville, Oakland and Piedmont)
  - SLBE: Revenue size has not exceeded gross annual revenue for the past 3 consecutive years
    - Construction Firms: \$8.5M > under
    - Goods Non-Professional Services Firms \$6M > under
    - A/E and Professional Services \$3M > under
  - SELBE
    - For businesses that have not exceeded revenue of \$1.5M past 3 consecutive years
- Host Outreach Meetings
- Matchmaking Sessions with Primes
- Build Peralta Academy
  - Technical Assistance Workshops



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# Bonnie James

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CEO  
BRJ & Associates



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# Build Peralta Academy Course Schedule (9 Part Series – Technical Assistance Workshops)

Course Title	Description	Instructors	Date
Developing A Safety Program During COVID19 Era	Learn The Law(s) Federal OSHA has approved California's use of its version of construction and OSHA safety	BRJ & Associates - Mark Edwards Avitus Group – Bill Kane	9/30/20
How to Bid Informally and Formally including CUPCCAA	Learn how to bid informally and formally including the CUPCCAA process, pre-qualification and other PCCD contracting procedures	PCCD – Brian Slaughter AECOM - Ray Loving	10/14/20
Small Business Guide to Access Capital; Manage Profitability and Cashflow	Learn about programs and opportunities for small businesses to achieve capital/cashflow in a COVID-19 Era, including PPP loan forgiveness	SBA - Julie Clowes Summit Bank - Tom Duryea FHLB–Kevin Blackburn PCV - Adria Moss Avitus Group - Pete Maki 360 Total Concept - Shonda Scott	10/28/20
Change Management: How to Manage Scope, Schedule & Budget	Learn the principles of planning for the identification and management of changes	PCCD Program Management/ Construction Management PM Panel: AECOM, BRJ, Kitchell, Roebblen, Swinerton	11/12/20
How to Obtain Bonding/Insurance	Learn how to obtain construction bonds and insurance for major projects and how to build bonding capacity for your company	Merriwether & Williams	11/18/20
Learn more about PCCD Small Business Program and Local Small Business Certification	Learn about PCCD's small local business program and how to get certified with local agencies	PCCD - Atheria Smith City of Oakland - Ernestine Nettles Port of Oakland - Ramona Dixon	12/09/20
How to Prepare Estimate	Learn the principles of how to prepare a construction estimate	AECOM - Peter Morris	12/16/20
Scheduling 101 - How to Prepare A Schedule	Learn the basics about project schedules: from critical path method to work breakdown structure and everything in between	AECOM - Craig Olsen	1/12/21
How Labor Compliance is Implemented at PCCD	Learn what is needed when working under a Project Labor Agreement, including guidelines and challenges that can impact small businesses	TBA	TBA



Meet  
The  
Expert



## Mark Edwards

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Executive Vice President, COO  
BRJ & Associates  
[mark.edwards@brjassociates.com](mailto:mark.edwards@brjassociates.com)



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# Build**PERALTA** Academy

Change Management



# Panelist Introductions

- Mark Edwards, Moderator  
BRJ & Associates, LLC
- Victor Lopez  
Roebbelen Construction Management Services, Inc.
- Stephen Daniels  
Swinerton Management & Consulting
- Bob Parks  
Kitchell CEM



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Victor Lopez - Roebbelen  
Planning for Change Management





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Stephen Daniels - Swinerton  
Identification & Tracking



# Tracking Log

ITEM			TYPE OF CHANGE: 1=Unforeseen Conditions; 2=Design E/O; 3=Agency Requirement; 4=Owner-Elected Change; 5=Spec. Material Delay/Unavailable.																
No.	Origin Date	Description	Type	Request For Information		Bulletin		Change Order Request			Change Order				Pending Issues			Action to Resolve	
				Number	Issue Date	Number	Issue Date	No.	Date	Amount	No.	Date	Approved Amount	%	A & E Extra Cost	Pending Change	Denied Claim	Action - By	Age
TOTALS:											285,386.42	60	0.00	-288.75	116,011.79				
18	3/24/2020	Existing Grout vs. Concrete at Jamb	1	015	3/24/2020	-	-	008	4/6/2020	138,514.03	2.4	6/16/2020	\$98,545.40	30	\$0.00		\$39,968.63		
19	3/25/2020	Existing Steel Mullions not anchored	1	016	3/25/2020	-	-	009	4/6/2020	\$43,781.34	2.5	6/16/2020	\$43,003.43	0	\$0.00		\$777.91		
20	4/2/2020	Screens for full window		-	-	-	-		4/10/2020	\$58,883.67									No Change
21	4/20/2020	Hardware Group - Door #102		017	4/20/2020	-	-												Superseded by #22
22	4/29/2020	Hardware Questions	2	018 018.1 018.2	4/29/2020 5/01/2020 5/15/2020	-	-	012	6/17/2020	\$25,869.21	3.1	7/21/2020	\$21,678.56	0	\$0.00		\$4,190.65		
23	5/21/2020	Wider Wood Trim	4	-	-	-	-	010 010.1	5/21/2020 5/28/2020	\$17,271.50 \$30,230.76	2.6	6/16/2020	\$30,230.76	0	\$0.00		\$0.00		
24	5/26/2020	Backer Rod & Sealant @ Exist. Stl. Mullion	2	019	5/26/2020	-	-	11 11.2	6/12/2020 6/16/2020	\$51,394.80 \$38,690.88	3.2	7/21/2020	\$36,619.18	0	\$0.00		\$0.00		
25	6/25/2020	Welding Inspection Type H Steel Mullions		-	-	-	-	013	7/5/2020	\$3,019.30	3.3	7/21/2020	\$3,019.30	0	\$0.00		\$0.00		
26	7/16/2020	Fill gaps @ exist. Sills to remain		-	-	-	-												No Change
27	7/21/2020	Support of Ceiling at A300	1	20	7/21/2020	-	-	14	7/24/2020	\$3,843.34	4.1			0	\$0.00	\$3,843.34	\$0.00	District Authorize CO	80
28	8/10/2020	No-Cost Time Extension	1	-	-	-	-	15	8/10/2020	\$0.00	4.2			58	\$0.00	\$0.00	\$0.00	District Authorize CO	63
29	8/13/2020	Deduct Paint/Patch	4	-	-	-	-	16	8/20/2020	-\$4,132.09	4.3			0	\$0.00	-\$4,132.09	\$0.00	District Authorize CO	49



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Bob Parks - Kitchell

Unilateral Change Orders and Field Directives





# General Panel Discussion

- Moderator – Mark Edwards – BRJ & Associates, LLC



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QUESTIONS?





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## Build Peralta Bond Program Contact Information

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Follow @buildperalta on Facebook, Instagram, Twitter and LinkedIn

