

**SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM**

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AMENDMENT #3 TO BROOKTROUT  
DESIGNS FOR ADDITIONAL PROFESSIONAL SERVICES  
FOR THE FAIRFIELD CAMPUS GYM AUDIO-VISUAL  
ENHANCEMENT PROJECT**

**REQUESTED ACTION:**

☐ Information    OR    ☒ Approval  
☐ Consent       OR    ☒ Non-Consent

**SUMMARY:**

On December 21, 2022 the Board approved a professional services contract to BrookTrout Designs to provide Architectural/Engineering services for the Gym Audio-Video Enhancement Project on the Fairfield Campus. On May 17, 2023, Board approval was received for Amendment #1. On September 20, 2023, Board approval was received for Amendment #2. Board approval is now requested for Amendment #3 to extend the contract term.

*CONTINUED ON THE NEXT PAGE*

**STUDENT SUCCESS IMPACT:**

- ☐ Help our students achieve their educational, professional and personal goals  
☐ Basic skills education  
☐ Workforce development and training  
☐ Transfer-level education  
☒ Other: Renovating existing instructional space and equipment.

*Ed. Code: NA      Board Policy: NA      Estimated Fiscal Impact: \$0.00 Measure Q Funds*

**SUPERINTENDENT'S RECOMMENDATION:**

☒ APPROVAL    ☐ DISAPPROVAL  
☐ NOT REQUIRED    ☐ TABLE

Lucky Lofton  
VP, Facilities & Executive Bonds Manager

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 863-7855

**TELEPHONE NUMBER**

Lucky Lofton  
VP, Facilities & Executive Bonds Manager

**VICE PRESIDENT APPROVAL**

July 8, 2024

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

**Kellie Sims-Butler, Ph.D.**  
Superintendent-President

July 17, 2024

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

The consultant's original agreement stipulated a completion date through May 31, 2023. A time extension is now necessary to align the consultant's Construction Administration term with the General Contractor's anticipated closeout phase. Board approval is requested for Amendment #3, which includes a time extension through August 31, 2024.

Agreement Summary:

\$ 66,808.39	Current Contract Amount (including Amendments #1 and #2)
\$ 0.00	Proposed Amendment #3
\$ 66,808.39	New Contract Amount

The contract amendment is available online at: <https://welcome.solano.edu/measureq/approved-contracts/>

## **AMENDMENT #3 TO AGREEMENT**

### **PARTIES**

This SECOND Amendment to Agreement ("Amendment") is entered into between **Solano Community College District** ("District") and **BrookTrout Designs** ("Consultant"), collectively the "Parties").

### **RECITALS**

WHEREAS, District and Consultant entered into a Consulting Services Agreement ("Agreement"), dated December 21, 2022, for Architectural Engineering Services for the design and construction administration of the Fairfield Campus **Gym Audio-Video Enhancement Project** ("Project"); and

WHEREAS, District and Consultant agree to amend the Agreement to modify the services performed for the District's **Gym Audio-Video Enhancement Project** ("Project"); and

WHEREAS, District and Consultant agreed to amend the Agreement for reimbursement of DSA Fee's via Amendment #1 dated May 17, 2023; and

WHEREAS, District and Consultant agreed to amend the Agreement for access compliance review by the Division of State Architect (DSA) via Amendment #2 dated September 20, 2023; and

WHEREAS, District and Consultant desire to amend the Agreement to extend the consultant term of services;

NOW THEREFORE, in consideration of the mutual promises and covenants set forth above and contained herein, District and Consultant agree as follows:

### **AGREEMENT**

1. Section 1. Term of the Agreement is amended to read:

**1. Term.** Consultant shall commence providing services under this Agreement on December 21, 2022 and will diligently perform as required and complete performance by August 31, 2024, unless this Agreement is terminated and/or otherwise cancelled prior to that time.

2. Except as set forth in this Amendment, all provisions of the Agreement and any previous extension(s) and/or amendment(s) thereto shall remain unchanged, in full force and effect, and are reaffirmed. This Amendment shall control over any inconsistencies between it and the Agreement and/or any previous extension(s) and/or amendment(s).
3. Consultant acknowledges and agrees that this Amendment shall not be binding on the Parties until and unless the Solano Community College District's Governing Board approves this Amendment.

IN WITNESS WHEREOF, the parties hereto have accepted and agreed to this Amendment on the dates indicated below.

Dated: \_\_\_\_\_, 2024

Dated: \_\_\_\_\_, 2024

**SOLANO COMMUNITY COLLEGE  
DISTRICT**

**BrookTrout Designs**

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: Lucky Lofton  
Print Title: V.P., Facilities and Executive  
Bonds Manager

Print Name: \_\_\_\_\_  
Print Title: \_\_\_\_\_