



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

Facilities Committee Meeting of the Board of Education

August 27, 2020

3:00 PM

Committee Board Members: Valerie Cuevas (chair) & Tom Panas

Staff: Luis Freese (Associate Superintendent, Operations), Ellen Mejia Hooper (Director of Facilities & Planning), Melissa Payne (Director of Contract Administration) & Margarita Romo (Internal Auditor)

Agenda Documentation: If available, backup documentation for items on the agenda will be posted on the district website at the time the agenda is posted.

Meeting Location: As authorized by the Governor's Emergency Executive Order issued on March 17, 2020, the West Contra Costa Unified School District will conduct the Board Facilities Committee meetings via video conference/teleconference until further notice. The meeting will be streamed via Zoom using the following link:

Please click the link below to join the webinar: <https://zoom.us/j/94613193968>

Or iPhone one-tap : US: +16699006833,,94613193968#

Participating in Board Committee Meetings:

Due to the ongoing COVID-19 crisis, the manner in which Facilities Committee meetings are conducted has changed. Thank you in advance for your understanding and cooperation as we experiment with new ways to conduct the people's business while allowing for maximum participation and adhering to our values of respect and safety for the community.

This meeting will provide public comment opportunities through the Zoom app or by telephone. To indicate your desire to speak on an agenda item, "raise your hand" by clicking on the appropriate icon in the Zoom app or by pressing *9 if accessing the meeting by phone. In order to be recognized to speak, your hand must be "raised" before public comment begins for the item.

Due to the Brown Act, Board members cannot discuss items that are not on the agenda and do not usually respond to items presented in Public Comment.

Order of Business: ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

MEETING MINUTES

A. OPENING PROCEDURES

- A.1 **Roll Call**
Mr. Panas was present, Ms. Cuevas was absent
- A.2 **Approval of Agenda**
- A.3 **Approval of Minutes: July 23, 2020**
The July 23, 2020 minutes were approved
- A.4 **Next Meeting: September 22, 2020**

B. PUBLIC COMMENT

B.1 Public Comment

Ms. Reckler commented on the configuration of the groups that will be making decisions on facilities and noticed that the PTA was not on the grid. Considering all the work the PTA has done to help pass Measure R she feels they should be considered.

She also asked if the Mandarin School is in the El Cerrito School Family or the Richmond School Family?

Don Gosney asked that the Facilities webpage with the agendas and minutes be updated.

D. DISCUSSION ITEMS

D.1 RFP for Bond Performance Audit Services. Presenter: Margarita Romo

Mr. Freese recapped that on the 7-23-20 Facilities Committee meeting the RFQP for the Performance Audit, which is a statutory requirement, was brought forward with the addition that performance and result be added to the full audit. We are recommending adding this item on the September 30 Joint meeting agenda for Board review and approval. Mr. Panas asked if the Joint Meeting date had been confirmed and Mr. Freese replied that the Board President had confirmed the September 30th date. Mr. Panas asked if we expect to have replies from the various firms that want respond. Ms. Romo reviewed the upcoming dates for the Performance Audit. Mr. Panas commented that the Joint meetings were usually informational and not action meetings. Ms. Payne replied that Dr. Wold would be asking the Board to take action on whether they want to expand the scope of the audit. There was a discussion on the procedures regarding the expanded RFP as it pertained to the responding firms. Discussed also whether Bond or General funds or combination of could be used for the Performance audit and the cost of having two audits verses one.

Public Comment

Mr. Jungherr expressed disappointment on the RFP time frame. Mr. Jungherr pointed out that the district has 57 recommendations by previous audits that will never be verified by an independent third party and Dr. Wold's proposal to go with the minimum Performance Audit will never be verified as implemented.

Mr. Gosney agreed with Mr. Jungherr's comments. He does not believe that having 2 audits would be cost effective.

Mr. Panas stated that the recommendation of the Facilities Committee is that RFP's go out with the option of Compliance only or for Compliance, Effectiveness and Results. He leaves it up to staff to decide which one is best.

D.2 Update to the 2016 Facilities Master Plan Update. Presenters: Luis Freese & Ellen Mejia Hooper

Ms. Hooper gave a presentation on the Facilities Master Plan Update.

Public Comments

Mr. Gosney recommended that the Prioritization Committee be opened up to the community as a whole.

Mr. Jungherr-Is in full support of Mr. Gosney's comments. He feels the community should have the ability of self-nomination and fully supports the lottery system.

Mr. Panas is in full support of principals picking a parent and student and also has no problems with self-nomination.

Mr. Panas made suggestions on how to structure the lottery. Mr. Panas feels it is very important to have students have direct input at the decision-making process. The Facilities Committee recommends that there be two students for each Family and allow people to self-nominate.

D.3 Project Updates, Newsletters & Status Reports. Presenter: Luis Freese

Mr. Freese reviewed construction updates.

Michelle Obama Elementary School completion date is approximately the end of October. Working with internal committee and contractors to get a date for the virtual Grand Opening Celebration. Will have more information next week after they meet again.

Richmond Hight School Critical Needs is actually 3 components- the science building, the health center and the new gym and courtyard. The completion date is set for February 2021.

Fairmont Elementary School Phase I the plan is to have full completion by next month after the contractor's punch list. We will be performing interior painting while the campus is still in distance learning.

Phase II expects to have power within the next 30 days and that will close out the expansion project.

Korematsu Middle School Fall Protection-hopefully will have DSA approval today to be able to move forward.

Mr. Freese continued reviewing the status of other projects that are at various stages.

No Public Comments

Mr. Panas expressed his views on Korematsu and Adams Middle School. He asked Mr. Freese what kind of impact it would have on projects if there was a definite answer as to whether schools would re-open this school year. Mr. Freese commented that certain smaller projects would definitely be able to move forward but lots of projects are still in the planning stages. Mr. Panas specifically inquired about Pinole Valley High School fields and being able to move forward more quickly without students on campus. Mr. Freese agreed that without students on campus the contractor would be able to proceed faster.

Lake Elementary School-Ms. Hooper gave an overview of the Bridging Documents which is a Design Build project. Discussed the different meetings that have taken place with committees. One of the items being addressed is access difficulty to the site. Reviewed Draft Phasing Plan.

Mr. Panas inquired about Lake's MPR and its location. Mr. Panas also asked if construction costs have gone down due to COVID 19. Mr. Freese replied that it's hard to tell since the District has not had many projects out to bid, but did comment that material costs have gone up due to shortages especially in the concrete industry. Ms. Payne added that the recent fires will have an effect on material costs and contractors being available.

Mr. Panas asked about the one-story plan for Lake and Ms. Hooper shared the school staff's concerns with a 2-story building versus 1 story. Asked Mr. Freese if Facilities had been participating in any of the talks concerning outdoor learning. Mr. Freese replied that Facilities had not been part of this but would be interested on participating.

D.4 Project Budget Increase and Design Build Contract Amendment for the Richmond HS Health Clinic. Presenter: Luis Freese

Mr. Freese reviewed the budget increase for Richmond High School's Health Clinic and the amendment to the Design Build contract with Lathrop Construction that will be going to the Board for approval on September 9, 2020.

D.5 Program Management Plan Update and Financial Reports. Presenters: Luis Freese & Melissa Payne

Ms. Payne reviewed the Financial Reports

Public Comment

Mr. Gosney stated that the Debt Waiver is something all districts do every year and is basically a just formality.

Mr. Jungherr asked if all the comments for the Bond Program will be put up on the website before they are presented to the Board. Ms. Payne replied that they would be provided to the CBOC when they are ready and before the Board.

Mr. Panas asked for clarification concerning Lathrop Construction and the Health Clinic. Mr. Freese responded. Also, wanted to know if we had the exact number and Mr. Freese said that information would be in the Friday memo this week. The aerial map of Lake Elementary was provided and discussed.

Public Comment

Mr. Gosney share an email he had received from Dr. Wold concerning the Debt Waiver numbers.