

# **DRAFT**



## **WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT BOARD SUBCOMMITTEE ON FACILITIES**

Board Subcommittee on Facilities Mission Statement:  
*To provide the District with a Standard of Quality and  
Educational Programs at the lowest possible cost*

### **MEETING MINUTES**

Board Subcommittee on Facilities

**MEETING DATE:** December 11, 2012

**Attendees:** Chair Charles Ramsey, Madeline Kronenberg, Dr. Bruce Harter, Bill Fay, Sheri Gamba, Magdy Abdalla, Keith Holtslander, Martin Coyne, Terrell Miller, Karim Nassab, Juan Garrahan, Hector De Leon, David Page, Rod Sias, Alaric Robinson, Winson Thai of SGI, and Yvonne Lemmonshih.

Cecelia Valdez, Mayor of the City of San Pablo, Cate Boskoff of Orbach, Huff & Suarez, Wally Gordon & Scott Berge of DLM. Dave Olson of KNN Public Finance, Krishna Pettitt of GCR, Scott Henry of E. J. De La Rosa, Jeff Baratta of Piper Jaffray, Matt Pettler of School Facility Consultants, Marcus Hibser of HY Architects, Sally Swanson of Sally Swanson Architects, Wally Gordon of DLM, Jose Vilar, Cecile Cruz and Anne Riggs of Baker Vilar Architects, Debra McGuire of Quattrocchi Kwok Architects, Gregg Tognolini of Valley View School, Bobbie Dowling, Antonio Medrano, Matt Burk of Portola School, Wanda Brumfield of Lake School, Robin Wilson of Olinda School, Dilcia Palacios of Lake School, Eric Swabeck of Lake School, Jay Dowd Principal of Valley View School, Tim Warner of Fairmont School, Brenda Surgers, Principal of Lake School and Stephanie Dictado of Cameron School.

#### **A. OPENING PROCEDURES**

##### **A.1 Call to Order**

The meeting was called to order at 4:00 p.m. by Mr. Ramsey.

Mr. Ramsey acknowledged the presence of Ms. Cecelia Valdez, Mayor of the City of San Pablo and Mr. Antonio Medrano.

Mr. Ramsey welcomed Ms. Madeline Kronenberg as the new Facilities Subcommittee member.

##### **A.2 Roll Call**

Board members, Charles Ramsey and Madeline Kronenberg were present.

##### **A.3 Approval of Agenda**

Agenda was approved with the following changes:

- Began with D.2, D.1, D.3, C.2, C.1, C.3 and C.4.

##### **A.4 Approval of Minutes**

Both October 9, 2012 and November 13, 2012 Minutes Approved.

##### **A.5 Next Meeting**

The next meeting will be on Tuesday, January 8, 2013.

#### **B. PUBLIC COMMENT**

**B.1** No public comments.

## **D. DISCUSSION ITEMS**

**D.2 Eligibility of Funds (School Facility). Presenters.** Magdy Abdalla, District Engineering Officer; Matthew A. Pettler of School Facility Consultants.

Mr. Pettler presented the Agenda item list for the State Allocation Board Meeting, December 12, 2012 as follows:

### Portola Middle School:

- \$20.3 Million dollars in State funding schedule for eligibility
- Portola Middle School Modernization -- \$6.4 Million
  - Approved in September 2012
  - Estimated to receive funding 2013/14 or 2014/15
- Portola Middle School Seismic – eligible for \$13.9 Million
  - Agendized for consent approval at the December 12, 2012 State Allocation Board meeting.
  - Estimated to receive cash from March 2013 bond sale in July/August 2013.
- Seismic Funding approval is the largest in the State to date.
  - \$10.3 Million (almost4X) larger than the next largest seismic project approved to date
- Seismic funding goes to the top of the approval list. First in line for cash along with other health and safety projects

### Nystrom Elementary School:

- Nystrom Elementary School Modernization – eligible for \$776,000
  - Agendized for a consent approval at the December 12, 2012 State Allocation Board meeting.
  - Cash anticipated in February/March 2013 from Fall 2012 State bond sale

### Kennedy High School

- Kennedy High School Modernization – eligible for \$6.5 Million
  - Agendized for consent approval at the December 12, 2012 State Allocation Board meeting.
  - Cash anticipated in February/March 2013 from Fall 2012 State bond sale

### WCCUSD Approvals within State's Bond Authority.

- Leadership Public School -- \$11 Million in State funding eligibility
  - Advanced release of \$2.4 Million received in June 2012
  - Estimated \$11 Million balance is reserved out of current State Bond Authority; currently preparing application for submittal to the OPSC
  - Estimated to receive funding in 2014/15, but could be sooner if State makes cash available specifically for Charter Schools.
- Ohlone Elementary School -- \$2.4 Million in State funding eligibility
  - Estimated to receive funding 2013/14 or 2014/15
- Peres Elementary School -- \$1 Million in State funding eligibility
  - Submitted on July 11, 2012
  - Approximately \$96.1 Million beyond the Bond Authority.
- Gompers Continuation High School – estimated \$1.8 Million in State funding eligibility
  - Submitted on July 23, 2012

- Approximately \$102.3 Million beyond the Bond Authority
- Coronado Elementary School – estimated \$497,000 in State funding eligibility  
-Submitted on October 11, 2012
- Approximately \$200 Million beyond the Bond Authority
- Approximately \$224 Million in other district projects that have passed on cash

WCCUSD Projects with Modernization Eligibility:

- Cameron School – TBD
- Collins Elementary School -- \$2.9 Million
- Crespi Middle School -- \$4.4 Million
- Fairmont Elementary School--\$2.9 Million
- Grant Elementary School -- \$3 Million
- Helms Middle School -- \$80 Thousand
- Lake Elementary School -- \$487,000
- Olinda Elementary School -- \$1.8 Million
- Pinole Valley High School--\$11.1 Million
- Valley View Elementary -- \$1.1 Million
- Wilson Elementary School -- \$2.1 Million

Mr. Ramsey requested that Mr. Pettler explain the Modernization Eligibility process for the schools mentioned.

Mr. Pettler explained the Modernization Eligibility process; the State will fund the schools that are in need of improvement for the life of the building, upgrades or replacing facilities. The funding is calculated on the site on site basis. The District needs a set of approved plans from the Division of the State Architects (DSA) and the California Department of Education. The District then has to complete all the necessary paper work. Eligibility enrollment increases when the building becomes of age.

Mr. Ramsey stated that Shannon Elementary School was missing from the Modernization Eligibility list.

Mr. Pettler stated that within the last ten years the District has received \$116 million dollars.

Mr. Abdalla stated that he is pleased with the service from Matt Pettler and his team from School Facility Consultants.

Ms. Kronenberg pointed out that \$116 million came from the Community willing to approve the local bonds over the years, and that the State has been a partner in working with the District.

**D.1 Portola Middle School at Castro Bid Schedule. Presenters:** Magdy Abdalla, District Engineering Officer; Marcus Hibser of HYArchitects; Terrell Miller of Miller & Associates; and Principal Matthew Burnham.

Mr. Hibser presented the Portola Middle School at Castro Bid Schedule as follows:

- Original DSA Approval end of February 2012.
- Bid Delayed due to updating of District design and product standards; i.e. Classroom Technology, Green Roofs, Window Types, etc.
- Plan updates completed December 1 and submitted to DSA on 12/3/12.
- Final DSA approval of changes expected First Quarter 2013.
- Bid Prep and Contractor outreach through end of Second Quarter 2013.
- Out to bid Second Quarter 2013.
- Bids due Second Quarter 2013.
- Construction start Third Quarter 2013.
- Construction duration: 36 months with completion Third Quarter 2016.

Mr. Ramsey asked what is the date that the final approval will be received from DSA, and will it be over-the-counter approval.

Mr. Hibser replied that DSA has seen the revisions, sent a letter and needs ten (10) hours of review time. The District had given approval for the additional fees today. Mr. Hibser's office calls DSA every day. DSA will review and have an appointment for over-the-counter approval approximately December 21, 2012.

Mr. Ramsey requested Terry Miller to introduce himself.

Mr. Miller stated that he is the Design Manager for the District and that he packages the projects and puts them out to bid. It takes approximately two (2) weeks to get the bids out on the street.

Mr. Ramsey requested Mr. Abdalla to explain the time frame for the Portola Middle School construction bid process.

Mr. Abdalla stated the bid will take at least 6 to 8 weeks due to the size of the project. Primarily we begin with the Outreach Program. The Portola project package will be out on the streets approximately the first week of January, and then the bids would be due in mid-February. If all goes well, construction would begin around April or May.

## **PUBLIC COMMENT**

Mr. Tim Warner spoke on behalf of Fairmont Elementary School's families. Mr. Warner suggested that the District think more creatively on the demolition work required at Castro Elementary School. The project originally was scheduled to bid in January of last year, but it will be May or June before construction begins. The District could possibly separate the demolition at Castro School, get extra time out of this, clear the schedule and possibly get a jump on things.

Ms. Alexandria Campbell-Jones spoke on behalf of Lake School as a Teacher, and Parent of three (3) children. Ms. Jones's daughter had been jumped at El Cerrito High School and she is concerned about the safety of the students. Ms. Jones had requested information on surveillance and security cameras at Portola School.

Mr. Hibser stated that two things will be done regarding the security cameras and lighting located throughout the Portola campus. The District continues to upgrade the camera standards and is using new technology. Also, significant lighting and locked gates will secure the Portola campus. The district is currently reviewing security fences.

Principal Matthew Burnham stated this site can have two Site Supervisors and a School Resource Officer on campus for security. The Resource Officer will be stationed in the Administration building.

Ms. Bobbie Dowling spoke on behalf of a group called "Go Portola." "Go Portola" represents parents from feeder schools of Portola such as Kensington, Madera, Harding, Fairmont, Washington and Stege. Parents are concerned about the facility and have raised money for the academic and math program. The District needs to keep the momentum going. The Portola Project is extremely important.

**D.3 Architect Selection Process for Cameron, Lake and Olinda Elementary Schools Measure E Projects. Presenters.** Magdy Abdalla, District Engineering Officer, District Engineering Officer and Juan Garrahan of SGI

Mr. Abdalla introduced the Architects who are being considered for Lake Elementary School, Cameron School and Olinda Elementary School.

- Dr. Harter went over the necessary steps, for the Principals of each school site, in choosing an Architect.
  1. Architects tour the school.
  2. Meet with the Architects and the Community.
  3. School Site Committee involved in a meeting.
  4. Meet with the Architects again.
  5. Recommend the preferred Architect.

## **C. ACTION ITEMS**

### **C.2 Approval of Valley View Main Campus and Interim Housing Projects Bid Schedules.**

**Presenters:** Magdy Abdalla, District Engineering Officer; Wally Gordon and Scott Berge of DLM; and Principal Jay Dowd of Valley View Elementary School.

- Mr. Gordon presented information on the possible bidding schedule for each project.
- After discussion about when DSA approval was expected, it was decided that these projects can be out for bidding this year.
- Proposed bid schedules were approved.

### **C.1 Approve Recommendation of the Appeal Process Procedures for Debarment of Contractors to the Board of Education. Presenters.** Magdy Abdalla, District Engineering Officer and Cate Boskoff of Orbach, Huff & Suarez.

Item was tabled until next Facilities Subcommittee meeting on January 8, 2013.

### **C.3 Debt Limit Waiver and Next Steps – California Department of Education Process**

**Presenters:** Dave Olson of KNN Public Finance; Jeff Baratta of Piper Jaffray; and Scott Henry of E.J. De La Rosa.

- Mr. Olson, Mr. Baratta and Mr. Henry presented information on requesting Debt Limit Waiver from the State.
- Approval was granted to move forward with submitting the waiver request.

### **C.4 2013 Bond Sale Delivery Method, Competitive or Negotiated Sale for Measure D 2002 Series C Refunding Bond Sale, Measure D-2010 Series B and Measure E Series A Bond Sales. Presenters.** Dave Olson of KNN Public Finance and Sherri Gamba, Associate Superintendent Business Services.

- Mr. Olson and Ms. Gamba presented information on both delivery methods.
- Approval was given to proceed with using the Negotiated Bond Sale delivery method, as has been previously used by the District.

### **Future Agenda Topics**

No new items presented.

### **ADJOURNMENT**

The meeting was adjourned at 6:34 p.m.