



# ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

2930 Gay Avenue, San José, CA 95127 · Phone: 408-928-6800 · Fax: 408-928-6416 · [www.arusd.org](http://www.arusd.org)

October 13, 2017

## VIA U.S. MAIL AND E-MAIL

Luis Rojas  
Del Terra Group  
13181 Crossroads Pkwy. North, Suite 540  
City of Industry, CA 91746  
(E-mail: [luis@deltterra.com](mailto:luis@deltterra.com))

**Re: RESPONSE TO YOUR LETTER DATED OCTOBER 3, 2017,  
Re: ARUESD's August 4, 2017, Requests for Deliverables, Documents  
and Records pursuant to:**

- (1) Program Management Agreement (Measure "J") dated May 9, 2013;**
- (2) Construction Management Agreement (Measure "J") dated October 1, 2013;**
- (3) Construction Management Agreement (Measure "J") dated November 2016;**
- (4) Program Management Agreement (Measure "J") dated November 10, 2016;**
- (5) Program and Construction Management Agreement (Measure "I") dated November 10, 2016**

Dear Mr. Rojas:

Thank you for your letter dated October 3, and this will confirm receipt of the materials pursuant to a Transmittal Cover Sheet dated October 6, 2017, including an "External Hard Drive Containing Project Documents", a 3-page "Measure "J" Project Documentation List 2013-2017", a 5-page "Del Terra Document Filing System Index", and a 3-page "Screen Shot of Del Terra File Structure."

The District is in the process of reviewing those materials. Please confirm in writing whether the external hard drive you have provided contains all of the documents requested by the District in each of the above five August 4 letters (other than the

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Hilaria Bauer, Ph.D., Superintendent

Board of Trustees: Esau Ruiz Herrera, President · Andrés Quintero, Vice-President  
Dolores Márquez-Frausto, Clerk · Khanh Tran, Member · Karen Martinez, Member

documents noted as “Missing” on the “Project Documentation List 2013-2017”).

With respect to the Measure “J” Project Documentation List 2013-2017 you have provided, please inform the District how Del Terra intends to recover and/or provide those documents noted as “M – Missing” and “X-Need Executed Copy”.

Also, the Filing System Index and the Screen Shot of Del Terra File Structure you have provided appear to relate to documents and the file structure for individual construction projects, not to the bond program management overall. Three of the above letters request “program management” related documents. Does the external hard drive you have provided contain all program management documents for Measure J and Measure I in addition to all project documents? Please advise.

Thank you for your cooperation.

Sincerely,



Kolvira Chheng  
Assistant Superintendent of Business Services

cc: Hilaria Bauer, Ph.D., Superintendent

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