



Citizens' Bond Oversight Committee (CBOC) Meeting Minutes Alum Rock Union School District Office – Instructional Services Conference Room

November 13, 2018 6:30p.m. –8:00p.m.

Attendance:

- Louie Moran, Facilities/Bond Director, Business Services
- Dr. Hilaria Bauer, Superintendent
- Patricia Tovar, Executive Assistant, Business Services
- Members: Ray Mueller, Frank Chavez, Minh Pham, Alison Cingolani

Absent:

- Francine Brissey

Guest(s)/Public

- Edgar Gudiel, Maint. Operations & Transportation
- Linda Chavez, Community Member
- Flor DeLeon, Community Member

INTRODUCTIONS

Mr. Mueller, CBOC chairperson, called the meeting to order at 6:34 p.m.

APPROVE AGENDA

Mr. Mueller moved to approve the agenda as is. The agenda was approved unanimously. 4-1 (absent Member Francine Brissey).

PUBLIC COMMENT

Mr. Mueller opened up the floor to public comments and no public comments.

INFORMATION/DISCUSSION/ACTION

FACILITIES LIST UPDATE

Mr. Mueller hands out the updated facility list from Louie Moran. Mr. Moran brought back the list issued at the last CBOC meeting with updates, as he was not in attendance due to jury duty (in Southern California-his official home), to clarify some projects/areas of concern as some are not bond related, rather fall under MOT (Maintenance Operations and Transportation).

Adelante:

Bathroom Remodel

Concern- lights in men's staff restroom burnt/not functioning properly (LED w/no warranty resource).

Update- project was completed in the summer 2016; the light and restroom issues were reported a couple of months ago, the restroom warranty has expired, and the contractor is no longer in business.

Concern- improper make up air vents installed on door of newly remodeled bathrooms causing vandals and safety concerns.

Update- makeup air louvers vents are installed per plans and specification approved by Division of State Architects (DSA), Mechanical Engineer specifies the size of louver vents based on the square feet of the existing bathrooms (vandalism is an ongoing concern no matter what is approved and installed).

Cassell:

Roof Remodel

Concern- Downspouts filled with rock/debris from gravel roof at reroofing project.



INFORMATION/DISCUSSION/ACTION FACILITIES LIST UPDATE (continued)

Cassell:

Update-roofing project completed in summer 2015 (students continue to walk on roofs at all school sites-this is an ongoing issue).

Comments:

Mr. Mueller asked when was this noted and Mr. Gudiel responded that noted last summer during the yearly cleaning up the gutters in preparation of the rainy season and what should have been added to the construction piece was to put in screens to protect the vents, which was not part of the installation.

Mr. Moran added that Garland oversees the roofing project and perhaps this is something to look into with Garland to review these concerns.

Dorsa:

HVAC Project

Concern- A/C rupture in condensation line in new system causing district to shut down wing.

Update-the issue was addressed and resolved per contractor's warranty.

Concern- pedestrian gate next to front office left easily accessible.

Update-pedestrian gate installed per DSA approved plans and specifications.

Comments:

Mr. Gudiel responded that the gate is actually a panic-bar style gate and because of the warranty piece than it falls under MOT. Mr. Mueller stating that would it than be as a warranty issue and should be handled by the bonds, but Mr. Moran stated that its more a design issue vs a warranty issue; ultimately it would fall under the architect if a design issue, and Mr. Moran will review and definitely approach the architects if in fact a design issue.

****Flor DeLeon arrived at 6:51pm****

Roof Remodel

Concern- smashed downspouts.

Update-roofing project completed in summer 2015; there were no smashed downspouts when project was accepted at final completion.

Comments:

Mr. Moran states that this is the first he learns of concern. Mr. Gudiel added one concern was left off on HVAC project regarding the enclosure for condenser units that's around it is complete, but not the part that surrounds it is complete.

Fischer:

Portable Movement

Concern- left uncapped water line.

Update- all lines were safed-off and abandoned in place not in use anymore; demo in Fischer Multi-Purpose Building (MPB) scope of work.

Comments:

Mr. Gudiel responds that there was leaking, large amounts of water and sent the plumber and irrigation staff to assist.



INFORMATION/DISCUSSION/ACTION FACILITIES LIST UPDATE (continued)

George:

Locker Remodel

Concern- storage rooms behind lockers had unfinished ramp leaving no threshold, or door sweeps.

Update- the project was completed in summer 2015, all work was completed and accepted as final per the direction of the MOT Director.

Goss:

Parking Lot Resurface

Concern- did not refill potholes nor replaced fence on Peter Pan Lane.

Update- Construction Manager was the MOT Director (No Bond Program Manager / Construction Manager Services on this project).

Hubbard:

Portable Installation

Concern- new A/C not functioning causing district to pay for repairs.

Update- 3 portables were relocated one from Chavez and 2 from Fischer, the A/C are existing and was not a part of the contractor's scope of work-these are district owned.

Concern- nails protruding from carpet in new portables.

Update- 1/2" nails were used to anchor down the plastic to protect the cabinet when portables were moved (3) nails were discovered that were not removed, however, there were removed approximately 1 year ago.

Concern- LED lights not functioning in portables w/no warranty or recourse.

Update- LED lights have been resolved by contractors' warranty (was informed of this issue two weeks ago).

Concern- exterior lights LED failing in portables.

Update- LED lights have been resolved by contractors' warranty (was informed of this issue two weeks ago).

LUCHA:

HVAC Project

Concern- enclosure for condenser units not complete.

Update- fence enclosure installed per plans and specification; district requested a proposal to provide chain-link fence on roof-the proposal was too high and was rejected.

Concern- downspouts and vents clogged.

Update- roofing project completed in summer 2015 (students continue to walk on roofs at all school sites- this is an ongoing issue).

Comments:

Mr. Mueller asked who reviews the plans and when to approve the plans before they went to DSA. Mr. Moran responds that the Program Manager (PM) reviews and at this time was Del Terra Group, and he was already under the district. Ms. Cingolani states that this has been an issue for years that the A/C units have been vandalized. Mr. Gudiel commented Syserco System is an automated system to work with the Mitsubishi unit (new). Mr. Moran continues to say that the architect is aware of the HVAC concerns at this time. Committee asked if there are warranties and yes they are under warranty.

Mathson:

Roof Remodel

Concern- downspouts filled with rock/debris from gravel roof

Update- roofing project completed in summer 2017 (students continue to walk on roofs at all school sites this is an ongoing issue).



INFORMATION/DISCUSSION/ACTION FACILITIES LIST UPDATE (continued)

Mathson

Bathroom Remodel

Concern- improper make up air vents installed on door of newly remodeled bathrooms causing vandals and safety concerns.

*Update-*makeup air vents installed per plans and specification; mechanical engineer specifies the size based on the square feet of the existing bathrooms (vandalism is an ongoing concern no matter what is approved and installed).

Surveillance System (at former MACSA)

Concern- Construction Manager by Bonds Director; nonfunctioning video surveillance system.

Update- surveillance system was tampered with when building was broken into in August 2018, cameras have been restored and are functioning.

Ocala:

Frontage Fencing

Concern- (2) pedestrian gates have improper anchoring at the cafeteria and parking; rod iron improperly anchored leaving it unable to lock (newly installed rod iron).

*Update-*project completed in summer 2015, all work accepted as final per MOT Director.

Ryan:

Concrete Walkways

Concern- storm drains disconnected during concrete access redo than reconnected at different elevation causing gravity flow issues.

*Update-*this site has existing storm drain issues throughout due to clogged up and abandoned storm drains; storm drains connection by this contractor was per plans and specification no other solution other than re-routing entire storm drain. It's the understanding that MOT has to snake out the storm drains every time we receive heavy rains.

Russo:

Roof Remodel

Concern- during reroof, roof was left uncovered and rained on causing water intrusion and rotting.

*Update-*note contractor repaired the damage at no cost to the district (no exceptions taken).

Concern- gas leaks in roof due to roof work and moving of lines.

*Update-*Bond Director was never made aware of gas leaks.

Concern- exterior lights tampered with causing district unable to troubleshoot and then switched to photocells.

*Update-*Bond Director was never made aware of tampered lights [questioned: when were they tampered with and who? (Not construction related)].

Comments:

Mr. Mueller asks for clarification on the roofing issues and to discuss with screens. Mr. Moran responds roof under warranty with what they have done and will check if it could be Garland. Mr. Mueller reminds the committee to wrap this item and move along as way too much time has been spent.

Sheppard:

Locker Room Remodel

Concern- boys' and girls' locker room not completed, leaving missing doors and parts.

*Update-*change order work was never completed, district received change order credit.



INFORMATION/DISCUSSION/ACTION FACILITIES LIST UPDATE (continued)

Sheppard

Bathroom Remodel

Concern- improper make up air vents installed on door of newly remodeled bathrooms causing vandals and safety concerns.

*Update-*make up air vents are installed per plans and specification; mechanical engineer specifies the size based on the square feet of the existing bathrooms (vandalism is an ongoing concern no matter what is approved and installed).

Alpha:

Portable Remodel

Concern- old SJB portable left uncovered causing water intrusion and redo.

*Update-*SJB neglected this portable for many years it had existing water damage that needed to be resolved and was been used by SJB as storage due to water loss issues.

Portable Installation (not bonds related)

Concern- cut irrigation line and left cap of irrigation line off.

*Update-*portables were installed by Alpha (this project is not bond related).

Comments:

Ms. Cingolani asked who walks during the punch list/closing punch list. Mr. Moran responds that he walks during the punch lists events. Mr. Mueller reiterates that time is of essence and need to move to the remaining items in agenda. Also stated that if MOT/Bonds would like to continue further discussion, than should be placed at next months' agenda. Lastly, Mr. Mueller stated that he requested this list of concerns, as it didn't exist, that would have involved the contractor of the bonds.

INFORMATION/DISCUSSION/ACTION WEBSITE SUBCOMMITTEE UPDATE

Ms. Brissey leads the WebSite Subcommittee and is absent; there are no updates at this time.

INFORMATION/DISCUSSION AUDIT UPDATE

On behalf of Mr. Chheng, Patricia Tovar provides an audit update; the audit report is scheduled for the January board meeting- on time. Per Ed Code 41020.3 states the board is required to review the report no later than January 31 (technically they do not take action on it, but just review and discuss).

INFORMATION/DISCUSSION/ACTION APPROVAL OF MINUTES – August 13, 2018 and October 15, 2018

Mr. Chavez motioned to approve the August 13, 2018 and October 15, 2018 minutes; Mr. Pham seconded. The minutes were approved unanimously. 4-1 (absent Member Francine Brissey).

DISCUSSION/ACTION TRANSITION OF LEADERSHIP

Mr. Mueller announces his resignation to the committee. He concludes with applications are due by no later than one week after Thanksgiving to meet December board meeting timeline.



DISCUSSION/ACTION
TRANSITION OF LEADERSHIP (continued)

The vacancies are:

- PTA (possibly Ms. Flor DeLeon, in audience);
- Community-at-Large;
- Business Representative

The committee appoints Vice Chair Alison Cingolani as the Interim Chair until nominations next month.

ADJOURNMENT

Mr. Mueller adjourned meeting at 7:53 p.m.