

TITLE: APPROVAL OF ADDITIONAL SERVICES NO. 1 TO AGREEMENT NO. A19.299 BETWEEN SIMI VALLEY UNIFIED SCHOOL DISTRICT AND WILLIAMS & ASSOCIATES, LLC FOR SCHOOL FACILITIES FUNDING CONSULTANT SERVICES

Business & Facilities
Consent #4

October 6, 2020
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

On February 5, 2019 the Board of Education approved Agreement No. A19.299 with Williams & Associates for technical assistance with funding and eligibility applications submitted to the Office of Public School Construction (OPSC) to obtain state matching modernization funds. Continuation of these services for Measure X projects will assist the District with obtaining state matching funds as they become available.

Fiscal Analysis

The cost for these additional services is an estimated amount of \$30,000 based on a rate of \$164/hour, as further described in attached Additional Services No. 1 to Agreement No. A19.299 (Exhibit "A").

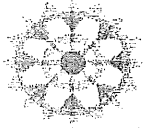
These additional services will be funded with Measure X funds.

Recommendation

It is recommended that the Board of Education approve Additional Services No. 1 to Agreement No. A19.299 with the firm of Williams & Associates, LLC.

On a motion # 43 by Trustee Blough, seconded by Trustee White and carried by a vote of 4/1/0, the Board of Education approved, by roll-call-vote, Additional Services No. 1 to Agreement No. A19.299 with Williams & Associates, LLC.

Ayes: Blough
White
Suban
Smollen Noes: 0 Absent: LaBelle Abstained: 0



Simi Valley Schools
SIMI VALLEY UNIFIED SCHOOL DISTRICT

**SIMI VALLEY UNIFIED SCHOOL DISTRICT
BOND MANAGEMENT PROGRAM**

**ADDITIONAL SERVICES NO. 1 TO AGREEMENT A19.299
BETWEEN SIMI VALLEY UNIFIED SCHOOL DISTRICT AND
WILLIAMS & ASSOCIATES, LLC**

This Authorization is executed between the **SIMI VALLEY UNIFIED SCHOOL DISTRICT** ("District") and **Williams & Associates, LLC** ("Consultant").

Consultant is authorized to provide the following Additional Services:

Provide school facilities consultant services for updating the District's SFP Modernization eligibility with OPSC. Submit plans to CDE for projects seeking modernization funding, and Notices of Exemption for compliance with CEQA. Coordinate submission of funding applications with the District and OPSC. Provide other services as necessary or required for obtaining future state matching funds.

The terms and conditions of Agreement A19.299 for Consultant Services, dated February 6, 2019 apply to these additional services.

Compensation:

Compensation for these additional services shall be an estimated total fee of **Thirty-Thousand Dollars (\$30,000.00)** based on a rate of \$164.00 per hour as further described on the attached Proposal (Exhibit "A") dated September 30, 2020.

SIMI VALLEY UNIFIED SCHOOL DISTRICT

By: _____
Ron Todo

Dated: _____

Title: Associate Superintendent Business & Facilities

WILLIAMS & ASSOCIATES, LLC

By: _____
MimiDene Williams

Dated: _____

Title: Principal



September 30, 2020

Mr. Pedro Avila
Director of Facilities and Planning
Simi Valley Unified School District
101 W. Cochran Street
Simi Valley, CA 93065

Subject: Proposal for State School Facility Program Services

Dear Mr. Avila:

Williams & Associates, LLC is pleased to provide you with a proposal for State School Facility Program (SFP) services for Simi Valley Unified School District.

Williams & Associates was established in 1995 and has provided services specializing in school facility planning over the last 25 years to over eighty-five school districts in California. With over 33 years of experience, we have worked on projects affected by Local, State, and Federal agencies including City and County Planning agencies; the California Department of Education and Office of Public School Construction (OPSC). This diverse background provides our clients with the expertise to effectively coordinate their projects through the School Facilities Program's eligibility, application for funding, and closeout processes.

Please do not hesitate to contact us should you have any questions or require clarification on any aspect of this response. We thank you very much for the opportunity to submit a proposal and be considered for your District's facility funding needs.

Best regards,

MimiDene Z. Williams

MimiDene Z. Williams
Principal
Williams & Associates, LLC
mimidene@williams-assoc.com
(530) 906-6690



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State School Facility Program Services

Executive Summary

Our team believes in partnering with the Simi Valley Unified School District to become familiar with the district's facilities and goals, in order to provide a comprehensive approach to assisting the district in meeting those goals. We have collectively been involved in hundreds of projects throughout the State that have required numerous agency approvals, and our team brings a wealth of knowledge in how to successfully navigate projects through the various eligibility and funding stages.

We are prepared to provide the following assistance to the District:

- Analysis, preparation and submittal of SFP Modernization eligibility applications and supplemental information to the OPSC for eligible schools within the District, including coordination of additional information requests from the OPSC during eligibility processing.
- Preparation and submittal of California Department of Education (CDE) preliminary plan and/or final plan submittals for modernization projects identified by the District, including preparation of the Notices of Exemption to comply with the California Environmental Quality Act (CEQA).
- Coordination with the school district and architects regarding the State School Facility Program (SFP) application for funding process for the schools identified by the District.
- Preparation and submittal of SFP Modernization funding applications and supplemental information to the OPSC for eligible schools identified by the District, including coordination of additional information requests from the OPSC during funding application processing.
- Meeting with District staff, architectural team, and State agencies.
- Attending Board and district committee meetings, when necessary.
- Providing updates and advice on the State program when requested.



Firm Information

Williams & Associates, LLC is a limited liability corporation that was established in 1995, and has provided services specializing in school facility planning over the last 25 years to over eighty-five school districts in California. With over 33 years of experience, we have worked on projects affected by Local, State, and Federal agencies including City and County Planning agencies; the California Department of Education and Office of Public School Construction. This diverse background provides our clients with the expertise to effectively coordinate their projects through the School Facilities Program's eligibility, application for funding, and closeout processes.

We believe in approaching our clients as though we are extensions to the district's staff. We work collaboratively with the district's facilities team, whether they are district staff or district consultants, to ensure that we thoroughly understand the district's needs. Knowing the district's needs and goals allows our team the ability to create successful strategies to meet those needs in the most efficient manner possible.

In order to prepare successful funding strategies, we will work alongside district staff to gather relevant information. When necessary, we will request verification of data gathered by our team, to ensure proper preparation of document forms and reports.

Our primary team consists of MimiDene Williams of Williams & Associates, and two support staff.

MimiDene will lead efforts to gather necessary information for inclusion in the various facility analyses, including meeting with district staff and consultants to visit sites and document previously prepared facility documents. The support staff will prepare the primary analysis for calculation of eligibility in various facility programs, and preparation of agency forms and/or documents. MimiDene will be available to present any necessary information to district personnel, committees, or to the district's governing board.

MimiDene Williams, Principal

Ms. Williams has been assisting school districts throughout the state for over 33 years with their school facility needs.

From January, 1987 and the subsequent two and one-half years, she initiated her career into the school facilities arena with the Office of Local Assistance, now known as Office of Public School Construction, where she was responsible for all construction and modernization projects for San Diego and Imperial Counties.

For the next three and one half years, MimiDene was the Director of School Facilities Planning for the El Dorado County Office of Education. In this capacity she coordinated virtually all the projects for the school districts in El Dorado County that were seeking state funding for schools.

From July, 1993 through June, 1995, MimiDene was the Director of School Planning for the architectural firm Murray & Downs, A.I.A. Inc. located in Placerville, California.



Beginning in July, 1995, MimiDene Williams formed the company Williams & Associates specializing in school facility planning. Over the last 25 years, the firm has provided assistance to over eighty-five school districts in California working on projects affected by Local, State, and Federal agencies including City and County Planning agencies; the California Department of Education; Office of Public School Construction; Division of the State Architect; Department of Toxic Substance Control; California Coastal Commission; and the Tahoe Regional Planning Agency. This diverse background provides clients with the experience to effectively coordinate their projects through the State School Facilities Program's eligibility, application for funding, and closeout process.

Ms. Williams has a B.S. in Business Administration from California State University, Sacramento and holds a certificate in Educational Facilities Planning from the University of California, Davis.

Our team is unique in that MimiDene Williams has worked directly for the Office of Public School Construction (and the Office of Local Assistance, as OPSC was previously named). In addition, the support staff is very familiar with the agency requirements which enables our team to provide very first-hand knowledge of the intricacies of the facility programs. This creates advantages to your district, in the application of direct experience and the breadth of knowledgeable strategies that we are able to share with the district when preparing applications and creating strategies for successful funding.

We regularly attend workshops, monthly meetings and training provided through the Coalition of Adequate School Housing (CASH). We also regularly attend State Allocation Board meetings to keep abreast of changes to the regulations and policies associated with school facility funding.

Prior Relative Experience

School District & Address	Contact / Title / Email	Phone Number
Redwood City School District 2565 Goodwin Avenue Redwood City, CA 94061	Donald Dias Bond Program Director ddias@rcsdk8.net	(650) 670-2943
Roseville City Elementary School District 1050 Main Street Roseville, CA 95678	Dennis Snelling Assistant Superintendent dsnelling@rcsdk8.org	(916) 771-1600 x111
Sonoma County Office of Education 5340 Skylane Boulevard Santa Rosa, CA 95403	Steven D. Herrington, Ph.D. Sonoma County Superintendent of Schools sherrington@scoe.org	(707) 524-2603
Windsor Unified School District 9291 Old Redwood Highway, Bldg. 500 Windsor, CA 95492	Lois Standring Chief Business Officer lstandring@wusd.org	(707) 837-7726

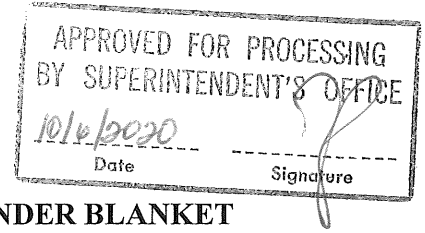


Compensation

Should the Simi Valley Unified School District wish to retain our team for the following services, we would request that services be billed on an hourly basis, at a rate of \$164 per hour, for an estimated total of \$30,000.

Additional Costs

The District shall pay and reimburse any direct costs (such as travel, special printing fees and mailing costs), when such expenses are incurred at the request and approval of the District.



TITLE: RATIFICATION OF CHANGE ORDERS ISSUED UNDER BLANKET AUTHORIZATION FOR SUMMER CONSTRUCTION WORK

Business & Facilities
Consent #5

October 6, 2020
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

On May 19, 2020 the Board of Education authorized the issuance of Change Orders which do not exceed the statutory limits set forth in Public Contract Code 20118.4 to the District's summer construction contracts under blanket authorization, for the period of June 24, 2020 to August 17, 2020. A total of ten (10) Change Orders were issued under this authorization.

Fiscal Analysis

A total of ten (10) Change Orders were issued under the May 19, 2020 authorization for summer school construction project change orders:

Four (4) Change Orders were issued for projects funded with Modernization Fund 350.

One (1) Change Order was issued for projects funded with Developer Fees.

Five (5) Change Orders were issued for projects funded by Measure X.

Attached is Exhibit "A", which describes the various changes, their related costs, their funding sources, and the reason for the change orders.

Additional information is available at the Bond Management Office.

Recommendation

It is recommended that the Board of Education authorize the Ratification of the ten (10) Summer 2020 Projects Contract Change Orders presented on attached Exhibit A.

On a motion # 43 by Trustee Blough, seconded by Trustee White and Carried by a vote of 4/1/0, the Board of Education ratified, by roll-call-vote, the ten (10) Change Orders issued under the Blanket Authorization for Summer Construction Project Change Orders.

Ayes: Blough
White
Jubran
Smollen Noes: 0 Absent: LaBelle Abstained: 0

SUMMER 2020 PROJECTS CONTRACT CHANGE ORDERS UNDER BLANKET AUTHORIZATION
For the Period of June 24, 2020 – August 17, 2020

CO = Change Order

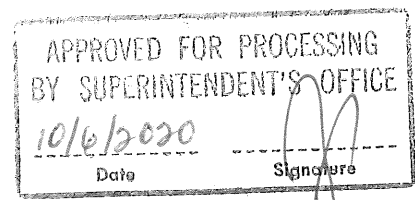
Project Title Bid No.	Contractor & Funding Source	BOE Award Date	Original Contract Amount	Change Order No.	Cumulative CO (Excludes this CO)	Amount of this CO	Revised Contract Amount	% Total Cumulative CO's (Includes this CO)	Comments
Madera E.S. Flooring Installations Bid #20E21IBX343	Floor Covering Unlimited (Modernization Fund 350)	6/2/20	\$45,000	1	0	(\$5,000.00)	\$40,000.00	-12.5%	Return unused Allowance.
Sinaloa M.S. Flooring Installations Bid # 20E21IBX342	Reliable Floor Covering (Modernization Fund 350)	6/2/20	\$52,600	1	0	(\$7,354.45)	\$45,245.55	-13.98%	Return balance of unused Allowance.
Madera E.S. Flooring Abatement Removal Bid #20E6IBX341	Karcher Environmental (Modernization Fund 350)	5/19/20	\$94,625	1	0	(\$5,000.00)	\$89,625.00	-5.28%	Return unused Allowance.

EXHIBIT "A"

Sinaloa M.S. Flooring Abatement Removal Bid #20D29IBX340	Karcher Environmental (Modernization Fund 350)	5/19/20	\$128,798	2	\$5,732.00	\$6,407.00	\$140,937.00	9.42%	Abate asbestos flooring at additional rooms.
Asphalt Paving 2020 Phase I Bid #20D9BXM336	Pave West (Measure X)	4/21/20	\$1,694,627.37	1	0	\$3,596.38	\$1,698,223.75	0.21%	Add numbering and labeling at parking stalls.
Asphalt Paving 2020 Phase I Bid #20D9BXM336	Pave West (Measure X)	4/21/20	\$1,694,627.37	2	\$3,596.38	(\$7,203.95)	\$1,691,019.80	-0.21%	Credit for repairs to damaged fiber-optic conduit at Valley View MS parking lot.
White Oak ES Classroom Renovations Bid #20B4BX331	Chalmers Construction Services (Measure X)	2/18/20	\$264,000	1	0	\$10,410.66	\$274,410.66	3.94%	Paint additional rooms.
White Oak ES Classroom Renovations Bid #20B4BX331	Chalmers Construction Services (Measure X)	2/18/20	\$264,000	2	\$10,410.66	\$1,680.67	\$276,091.33	4.58%	Install additional tack boards and marker boards.

EXHIBIT "A"

<p>Simi Institute New MPR Building Bid #19F14BX326</p>	<p>The Nazerian Group</p>	<p>5/19/20</p>	<p>\$543,123</p>	<p>2</p>	<p>\$23,143.06</p>	<p>(\$4,847.96)</p>	<p>\$561,418.10</p>	<p>3.37%</p>	<p>Credit for replacement of non-complying asphalt.</p>
<p>Garden Grove E.S. MPR Building Bid #19A22DF321</p>	<p>Ardalan Construction (Developer Fees Fund 270)</p>	<p>5/7/19</p>	<p>\$4,798,000</p>	<p>3</p>	<p>\$144,625.26</p>	<p>\$89,369.83</p>	<p>\$5,031,995.09</p>	<p>4.88%</p>	<p>Additional concrete, plumbing, framing, electrical, lighting, fire alarm, and fire sprinkler work.</p>



**TITLE: RATIFICATION OF MEASURE X FUNDED FIELD CONTRACTS;
JUNE 8, 2020 TO SEPTEMBER 20, 2020**

Business & Facilities
Consent #7

October 6, 2020

Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

The District adopted the California Uniform Public Construction Cost Accounting Act ("CUPCCAA") which authorizes the District to engage in alternative bidding procedures for public works and maintenance projects. The District's adoption of CUPCCAA includes authorization for the District's Associate Superintendent, Business & Facilities to enter into contracts bid under CUPCCAA alternative bidding procedures when the value of the contract is \$200,000 or less, as of January 1, 2019. CUPCCAA contracts entered into by the Associate Superintendent, Business & Facilities pursuant to such authority are subject to ratification by the Board of Education.

Many of the projects funded with Measure X proceeds are smaller dollar value projects. To expedite obtaining cost proposals and the construction of Measure X funded projects valued at \$60,000 or less, District staff has utilized the CUPCCAA alternative bidding procedures with the District's Field Contracts.

Exhibit "A" is a summary listing of the Field Contracts funded by Measure X proceeds and awarded by the Associate Superintendent, Business & Facilities under the CUPCCAA alternative bidding procedures between June 8, 2020 and September 20, 2020.

Fiscal Analysis

The total amount for Measure X funded Field Contracts issued under CUPCCAA between June 8, 2020 and September 20, 2020 is **\$314,613.62** as shown on Exhibit "A".

Recommendation

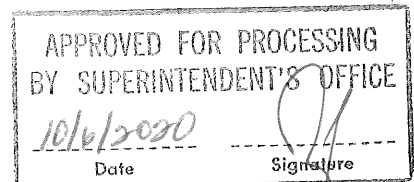
It is recommended that the Board of Education ratify the Field Contracts summarized in attached Exhibit "A".

On a motion # 43 by Trustee Blough, seconded by Trustee White and carried by a vote of 4/1/0, the Board of Education, by roll-call-vote, ratified all of the Field Contracts summarized in attached Exhibit "A".

Ayes: Blough
White
Suban
Smollen Noes: 0 Absent: LaBelle Abstain: 0

MEASURE X FIELD CONTRACTS UNDER CUPCAA AND AGREEMENTS JUNE 8, 2020 THROUGH SEPTEMBER 20, 2020

Req Date	Req #	PO #	Vendor	Total Amount	Description
6/8/2020	R20-04392	P20-04058	CHALMERS CONSTRUCTION SERVICE	\$ 11,200.00	SINALOA MS CONSTRUCTION CLASS RENO
6/9/2020	R20-04396	P20-04060	TC SECURITY SYSTEMS	\$ 150.00	KNOLLS INTRUSION SYSTEM
6/11/2020	R20-04416	P20-04136	RUSHER AIR CONDITIONING	\$ 49,884.00	KATHERINE HVAC ADMINISTRATON BLDG
6/11/2020	R20-04417	P20-04079	MACKEY ELECTRIC	\$ 2,177.00	BIG SPRINGS CONDUIT REPAIR AT PARKING LOT
6/11/2020	R20-04418	P20-04080	MACKEY ELECTRIC	\$ 3,991.00	VALLEY VIEW MS CONDUIT REPAIR AT PARKING LOT
6/17/2020	R20-04433	P20-04140	PRECISION PLUMBING-MECHANICAL	\$ 1,490.00	KNOLLS UNDERGROUND PIPING REPAIRS
6/17/2020	R20-04434	P20-04131	KING OFFICE SERVICES	\$ 1,499.85	KNOLLS MOVING FOR CLASSROOM RENOVATIONS
6/22/2020	R20-04446	P20-04115	PORTA-STOR	\$ 536.00	KNOLLS CONTAINER RENTAL
6/22/2020	R20-04447	P20-04116	GROUND PENETRATING RADAR	\$ 900.00	KNOLLS UNDERGROUND UTILITIES LOCATING SERVICE
6/24/2020	R20-04459	P20-04141	RUSHER AIR CONDITIONING	\$ 8,464.70	SANTA SUSANA ES HVAC
6/26/2020	R20-04461	P20-04126	KING OFFICE SERVICES	\$ 12,743.17	CRESTVIEW ES MOVING FOR CLASSROOM RENOV.
7/22/2020	R20-04470	P20-04137	WALTER AVILES AVILES SECURITY PATROL	\$ 1,280.00	SINALOA MS SECURITY - FLOORING PROJECT
7/27/2020	R20-04471	P20-04138	GROUND PENETRATING RADAR	\$ 900.00	KNOLLS RADAR SERVICES - ADDITIONAL UTIL LOCATE
8/3/2020	R20-04472	P20-04139	CROWN CASTLE FIBER LLC	\$ 6,425.90	VALLEY VIEW MS REPAIR FIBER CABLE
6/29/2020	R21-00458	P21-00230	4 SEASONS ROOFING, INC.	\$ 59,960.00	MONTE VISTA RE-ROOF BLDG 3
7/13/2020	R21-00581	P21-00329	MONET CONSTRUCTION, INC.	\$ 18,000.00	SINALOA MS PILOT CLASSROOM RENOVATION
7/20/2020	R21-00629	P21-00915	GC CUSTOM WALLCOVERINGS, INC.	\$ 1,998.00	SINALOA MS TACKABLE WALL COVERING - PILOT RM
7/30/2020	R21-00698	P21-00563	EMPIRE CABLING, INC.	\$ 2,884.87	MADERA ES PA CABLING
8/11/2020	R21-00806	P21-00508	FENCE FACTORY	\$ 591.26	SIMI INSTITUTE FENCING AT NEW MPR
8/13/2020	R21-00848	P21-00566	EMPIRE CABLING, INC.	\$ 2,209.00	ROYAL HS FIBER OPTIC FOR MPR PROJECT
8/17/2020	R21-00861	P21-00553	MACKEY ELECTRIC	\$ 29,990.00	ROYAL HS ELECTRICAL FOR 3 PORT BLDGS MPR PROJ
8/17/2020	R21-00867	P21-00942	HMC SOLUTIONS LLC	\$ 3,720.00	HILLSIDE MS CLEANING FOR CLASSROOM RENOV.
8/17/2020	R21-00868	P21-00554	MACKEY ELECTRIC	\$ 2,180.14	SIMI INSTITUTE CONDUIT REPAIR ASPHALT 2020 PH2
8/18/2020	R21-00885	P21-00555	TC SECURITY SYSTEMS	\$ 14,200.00	ROYAL HS FIRE ALARMS 3 PORT BLDGS MPR PROJ
8/18/2020	R21-00890	P21-00916	FLOOR COVERING UNLIMITED	\$ 2,250.00	MADERA ES FLOORING CLASS RENO
8/19/2020	R21-00905	P21-00683	RUSHER AIR CONDITIONING	\$ 44,448.00	KATHERINE ES NEW HVAC AT KINDERGARTEN BLDG
8/20/2020	R21-00915	P21-00580	KELLY CLEANING & SUPPLIES	\$ 4,050.00	MADERA ES CLASSROOM CLEANING
8/20/2020	R21-00919	P21-00583	CALIFORNIA LANDCARE, INC.	\$ 7,175.00	MOUNTAIN VIEW ES TREE REMOVAL - PORTS PROJ.
8/25/2020	R21-00966	P21-00917	ELEGANT GLASS TINTING	\$ 8,650.00	MADERA ES WINDOW TINTING
9/1/2020	R21-01050	P21-00918	ELEGANT GLASS TINTING	\$ 6,460.00	SANTA SUSANA ES WINDOW TINTING
9/8/2020	R21-01120	P21-00808	IVS COMPUTER TECHNOLOGY	\$ 585.00	MADERA ES CALIBRATE SMART BOARDS
9/14/2020	R21-01157	P21-00943	VENCO WESTERN INC.	\$ 2,760.00	MOUNTAIN VIEW ES QUAD GRASS - PORTS PROJ.
8/27/2020	WIT21-00142	P21-00710	EMPIRE CABLING, INC.	\$ 860.73	KNOLLS ES TOP CAT INSTALLATIONS
Total Field Contracts/ Agreements from 6/8/20 - 9/20/20:				\$ 314,613.62	



TITLE: APPROVAL OF ADDITIONAL SERVICES TO AGREEMENT NOS. R20-01887 AND R20-01888 BETWEEN SIMI VALLEY UNIFIED SCHOOL DISTRICT AND RRM DESIGN GROUP FOR CONSTRUCTION PHASE SERVICES FOR SECURITY FENCING AND LANDSCAPE IMPROVEMENTS PROJECTS AT ARROYO AND BERYLWOOD ELEMENTARY SCHOOLS

Business & Facilities
Consent #12

October 6, 2020
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

Two projects involving security fencing and landscape improvements will need construction administration services from the architect during construction. These projects were designed by RRM Design Group.

Fiscal Analysis

<u>Project</u>	<u>Construction Administration Services</u>
Arroyo ES Security Fencing – Additional Services to Agreement No. R20-01887:	\$ 7,550
Berylwood ES Security Fencing – Additional Services to Agreement No. R20-01888:	\$ 7,550
Total of Not-to-Exceed Amounts:	\$15,100

Said additional services agreements are attached as Exhibits “A” and “B”.

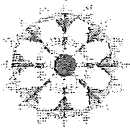
These services will be funded by Measure X.

Recommendation

It is recommended that the Board of Education approve Additional Services No. 2 to Agreement Nos. R20-01187 and R20-01188 with RRM Design Group for construction phase administration services with the firm of RRM Design Group for security fencing and landscape improvements projects at Arroyo and Berylwood elementary schools.

On a motion # 43 by Trustee Blough, seconded by Trustee White and carried by a vote of 4/1/0, the Board of Education approved, by roll-call-vote, Additional Services No. 2 to Agreement Nos. R20-01887 and R20-01888 with RRM Design Group.

Ayes: Blough
White
Subran
Smollen Noes: 0 Absent: LaBelle Abstained: 0



Simi Valley Schools

SIMI VALLEY UNIFIED SCHOOL DISTRICT

**SIMI VALLEY UNIFIED SCHOOL DISTRICT
BOND MANAGEMENT PROGRAM**

ADDITIONAL SERVICES NO. 2

**TO AGREEMENT R20-01887 BETWEEN SIMI VALLEY UNIFIED SCHOOL DISTRICT
AND
RRM DESIGN GROUP**

This Authorization is executed between the SIMI VALLEY UNIFIED SCHOOL DISTRICT ("District") and RRM DESIGN GROUP ("Consultant").

Consultant is authorized to provide the following Additional Services at Arroyo Elementary School:

Provide construction-phase support services and record drawings for the Arroyo Elementary School Security Fencing and Site Improvements Project.

The terms and conditions of Agreement A17.321 (the Prime Agreement) for Ongoing Architectural Services, dated February 17, 2017 apply to these additional services.

Compensation:

Compensation for these additional services shall be an estimated not-to-exceed fee of **Seven-Thousand Five-Hundred Fifty Dollars (\$7,550.00)** as further described on the attached Proposal (Exhibit "A") dated September 24, 2020.


SIMI VALLEY UNIFIED SCHOOL DISTRICT

By: _____
Ron Todo

Dated: _____

Title: Associate Superintendent Business & Facilities

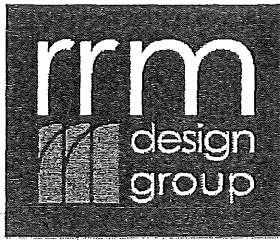
RRM DESIGN GROUP

By: _____
Jeff Ferber

Dated: September 28, 2020

Title: Principal

Exhibit A



ADD. SERVICE AUTHORIZATION

Date: September 24, 2020	
Client: Simi Valley Unified School District	Task ID Number: X.02, X.03
Project Name: Arroyo Elementary School Fencing Improvements	Project Number: 0834-02-CI19
Work Requested by: Pedro Avila	Request Received by: Chris Dufour

Method:

- ☒ Client authorization required
 ☐ Included in contract, authorization not required

Fee Types:

- ☒ Fixed Fee
 ☐ Time & Materials - Estimated Fee

DESCRIPTION OF WORK TO BE PERFORMED

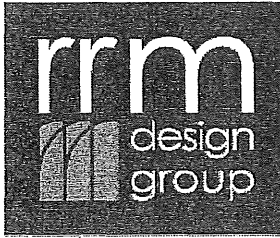
RRM Design Group, a California Corporation ("RRM Design Group"), has entered into an agreement with the Simi Valley Unified School District (the "Client") dated October 23, 2019 (the "Prime Agreement") for the project Arroyo Elementary School Fencing Improvements (the "Project"). Additional Services Authorized by the Client are subject to the Terms and Conditions of the Prime Agreement.

Construction Support – Landscape Architecture

The following construction support tasks are setup to provide the District basic support for the construction of the Arroyo Elementary School fencing improvement project. This scope of service is set up to provide construction support concurrently with the Berylwood Elementary School construction.

Task X.02: Construction Support Services

The following is a general list of construction support services RRM will provide during the construction period; anticipating construction will occur over a three month period.



Bidding

RRM's project manager will attend one pre-bid conference at the job site to walk the project with prospective bidders. RRM will also provide responses to bidders Requests for Information (RFI) during the bid process.

Construction Administration

Following the award of the general construction contract, RRM Landscape Architecture will provide support during the construction process. RRM will review and respond to RFI, Change Orders (CO), submittals, and contractor supplied shop drawings. Under this task, RRM will prepare and issue supplemental instructions, as necessary, to clarify technical details and prepare preliminary and final punch lists.

Construction Site Visits

RRM Landscape Architecture's project manager will visit the site up to three times during the construction period. Three additional site visits are being provided in a separate contract adjustment.

Deliverables:

- *Bidding – one (1) pre-bid conference meeting to discuss both projects*
- *Bidding – responses to bidding RFI*
- *Construction administration – twelve (12) hours of RFI, CO, and shop drawing coordination*
- *Construction administration – four (4) hours of submittal review*
- *Construction site visits – up to three (3) site visits*

Fixed Fee:

- *\$6,800 (see footnote)*

Task X.03: Record Drawings

Following construction completion, RRM will take the as-built contractor's plan markups and apply the edits to the current design drawings. These record drawings will be provided to the District in electronic PDF format.

Deliverables:

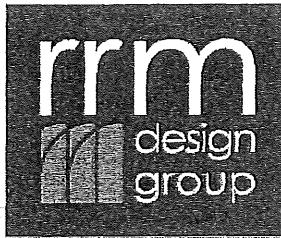
- *Record drawings*

Fixed Fee:

- *\$750 (see footnote)*

LIMITATIONS OF SCOPE AND EXCLUSIONS

Please note that the tasks to be performed by the RRM team are limited purely to those outlined above. Substantive changes requested by the Client or changes in the Client's program or direction that are inconsistent with prior approvals are subject to additional services fees.



Arroyo Elementary School Fencing Improvements

Add. Service Authorization

September 24, 2020

3 of 3

Any additional services that RRM Design Group is asked to perform over and beyond those described above will be billed on a negotiated and Client-approved, fixed-fee, or hourly basis per the terms of the previously signed Prime Agreement, Exhibit A-1.

The following services or tasks are specifically excluded from the scope:

- Cost estimates
- Project phasing
- Project redesign
- Weekly meetings
- DSA review

Fee Footnote

Fixed fee tasks will be billed as the work progresses until the task is completed and the total amount stated in the contract for the task is invoiced.

Total Estimated Additional Fees **\$7,550**

Any work outside the scope of the original agreement between RRM Design Group and the Client and authorized by Client, is subject to the Terms and Conditions of the Prime Agreement.

AUTHORIZATION TO PROCEED BY CLIENT REPRESENTATIVE:

Sign

Date

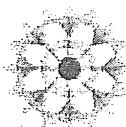
Print Name, Title

Billing Email (Please identify person's name and email address to receive electronic invoices.)

Billing Address (if different from mailing address)

Tasks Authorized (All tasks authorized unless otherwise noted.)

ecm\corp\rrm\on-site\0801\0834-02-C\19-Arroyo-Elementary-School-Fencing-Improvements\Project-Management\Contracts\Addendums\Addendum-2 - Construction Support\ASA-Tasks-X2-X3-ConAdmin-bpd-09-24-20-bpd.doc



SimiValleySchools
SIMI VALLEY UNIFIED SCHOOL DISTRICT

**SIMI VALLEY UNIFIED SCHOOL DISTRICT
BOND MANAGEMENT PROGRAM**

ADDITIONAL SERVICES NO. 2

**TO AGREEMENT R20-01888 BETWEEN SIMI VALLEY UNIFIED SCHOOL DISTRICT
AND
RRM DESIGN GROUP**

This Authorization is executed between the SIMI VALLEY UNIFIED SCHOOL DISTRICT ("District") and RRM DESIGN GROUP ("Consultant").

Consultant is authorized to provide the following Additional Services at Berylwood Elementary School:

Provide construction-phase support services and record drawings for the Berylwood Elementary School Security Fencing and Site Improvements Project.

The terms and conditions of Agreement A17.321 (the Prime Agreement) for Ongoing Architectural Services, dated February 17, 2017 apply to these additional services.

Compensation:

Compensation for these additional services shall be a stipulated not-to-exceed fee of **Seven-Thousand Five-Hundred Fifty Dollars (\$7,550.00)** as further described on the attached Proposal (Exhibit "A") dated September 24, 2020.

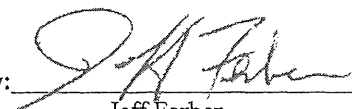
SIMI VALLEY UNIFIED SCHOOL DISTRICT

By: _____
Ron Todo

Dated: _____

Title: Associate Superintendent Business & Facilities

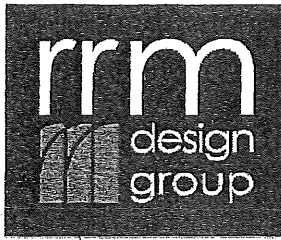
RRM DESIGN GROUP

By: 
Jeff Ferber

Dated: September 28, 2020

Title: Principal

Exhibit A



ADD. SERVICE AUTHORIZATION

Date: September 24, 2020	
Client: Simi Valley Unified School District	Task ID Number: X.02, X.03
Project Name: Berylwood Elementary School Fencing Improvements	Project Number: 0836-01 -CI19
Work Requested by: Pedro Avila	Request Received by: Chris Dufour

Method:

- ☒ Client authorization required
 ☐ Included in contract, authorization not required

Fee Types:

- ☒ Fixed Fee
 ☐ Time & Materials - Estimated Fee

DESCRIPTION OF WORK TO BE PERFORMED

RRM Design Group, a California Corporation ("RRM Design Group"), has entered into an agreement with the Simi Valley Unified School District (the "Client") dated October 23, 2019 (the "Prime Agreement") for the project Berylwood Elementary School Fencing Improvements (the "Project"). Additional Services Authorized by the Client are subject to the Terms and Conditions of the Prime Agreement.

Construction Support – Landscape Architecture

The following construction support tasks are setup to provide the District basic support for the construction of the Berylwood Elementary School fencing improvement project. This scope of service is set up to provide construction support concurrently with the Arroyo Elementary School construction.

Task X.02: Construction Support Services

The following is a general list of construction support services RRM will provide during the construction period; anticipating construction will occur over a three month period.

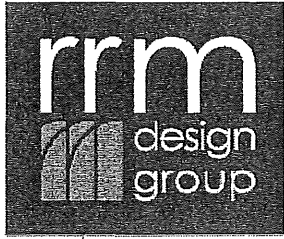
3765 S. Higuera St., Ste. 102 • San Luis Obispo, CA 93401

p: (805) 543-1794 • f: (805) 543-4609

www.rrmdesign.com

a California corporation • Lenny Grant, Architect C26973 • Robert Camacho, PE 76597 • Steve Webster, LS 7561 • Jeff Ferber, LA 2844

Business & Facilities, Consent #12

Bidding

RRM's project manager will attend one pre-bid conference at the job site to walk the project with prospective bidders. RRM will also provide responses to bidders Requests for Information (RFI) during the bid process.

Construction Administration

Following the award of the general construction contract, RRM Landscape Architecture will provide support during the construction process. RRM will review and respond to RFI, Change Orders (CO), submittals, and contractor supplied shop drawings. Under this task, RRM will prepare and issue supplemental instructions, as necessary, to clarify technical details and prepare preliminary and final punch lists.

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Fixed Fee:

- *\$6,800 (see footnote)*

Task X.03: Record Drawings

Following construction completion, RRM will take the as-built contractor's plan markups and apply the edits to the current design drawings. These record drawings will be provided to the District in electronic PDF format.

Deliverables:

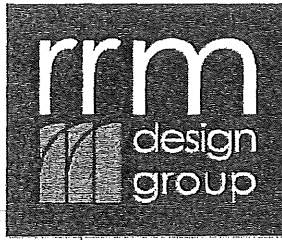
- *Record drawings*

Fixed Fee:

- *\$750 (see footnote)*

LIMITATIONS OF SCOPE AND EXCLUSIONS

Please note that the tasks to be performed by the RRM team are limited purely to those outlined above. Substantive changes requested by the Client or changes in the Client's program or direction that are inconsistent with prior approvals are subject to additional services fees.



Berylwood Elementary School Fencing Improvements

Add. Service Authorization

September 24, 2020

3 of 3

Any additional services that RRM Design Group is asked to perform over and beyond those described above will be billed on a negotiated and Client-approved, fixed-fee, or hourly basis per the terms of the previously signed Prime Agreement, Exhibit A-1.

The following services or tasks are specifically excluded from the scope:

- Cost estimates
- Project phasing
- Project redesign
- Weekly meetings
- DSA review

Fee Footnote

Fixed fee tasks will be billed as the work progresses until the task is completed and the total amount stated in the contract for the task is invoiced.

Total Estimated Additional Fees **\$7,550**

Any work outside the scope of the original agreement between RRM Design Group and the Client and authorized by Client, is subject to the Terms and Conditions of the Prime Agreement.

AUTHORIZATION TO PROCEED BY CLIENT REPRESENTATIVE:

Sign

Date

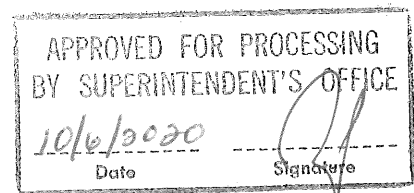
Print Name, Title

Billing Email (Please identify person's name and email address to receive electronic invoices.)

Billing Address (if different from mailing address)

Tasks Authorized (All tasks authorized unless otherwise noted.)

ecm\\corp\rrm\on-site\0801\0836-01-C119-Berylwood-Elementary-School-Fencing-Improvements\Project-Management\Contracts\Addendums\Addendum-2 - Construction Support\ASA-Taks-X2-X3-bpd-09-24-20.doc



**TITLE: APPROVAL OF PURCHASE OF CLASSROOM FURNITURE FOR
MADERA ELEMENTARY SCHOOL THROUGH MEASURE X
FUNDING**

Business & Facilities
Consent #13

October 6, 2020
Page 1 of 2

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

As the District continues to upgrade classrooms with new furniture, the Educational Services Department has identified 23 classrooms at Madera Elementary School. Installation is being planned for winter break 2020 (Dec 21 – Jan 2).

The following is a list of the expected expenditure with each furniture vendor, and the associated Piggyback Agreement, allowing for purchase without advertising for bids. Prices include sales tax and shipping.

VENDOR NAME	EXPENDITURE	PIGGYBACK
Virco	\$118,972.59	US Communities R-TC-18004
KI	\$37,576.98	CA CB14518 FCCC-CSU
Staples	\$479.28	
Hon/Bluespace	\$23,412.78	NIPA TCPN R142208
School Specialty	\$2,276.60	OMNIA R191815
Culver Newlin	\$11,935.76	Torrance USD 10-04.09.19
Lakeshore Learning Materials	\$12,108.63	PACE P00173
CDW-G	\$952.38	Irvine 19/20-01
School Outfitters	\$12,114.92	TIPS 170804
Seville Classics	\$428.99	
Total	\$217,982.31	
Allowance 7.5%	\$16,348.67	
Total with 7.5% Allowance	\$217,982.31	

Fiscal Analysis

The expenditure for the furniture vendors detailed above will be funded with Measure X Bond funds.

The Board of Education adopted Resolution No. 01-20/21, Participating in Bids/Contracts of Other Public Corporations and Agencies (Piggyback Contracts) Throughout the 2020-2021 Fiscal Year, at the June 23, 2020 Board Meeting.

On a motion # 43 by Trustee Blaugh, seconded by Trustee White and carried by a vote of 4/1/0, the Board of Education approved, by roll-call-vote, the purchase of classroom furniture for Madera Elementary School.

Ayes: Blaugh Noes: 0 Absent: LaBelle Abstained: 0
White
Subran
Smallman

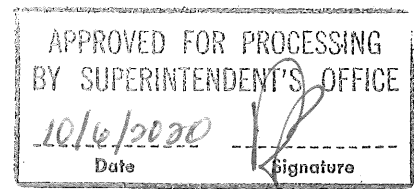
**TITLE: APPROVAL OF PURCHASE OF CLASSROOM FURNITURE FOR
MADERA ELEMENTARY SCHOOL THROUGH MEASURE X
FUNDING**

Business & Facilities
Consent #13

October 6, 2020
Page 2 of 2

Recommendation

It is recommended that the Board of Education approve the purchase of classroom furniture for Madera Elementary School.



**TITLE: APPROVAL OF PURCHASE OF CLASSROOM FURNITURE FOR
HILLSIDE MIDDLE SCHOOL THROUGH MEASURE X FUNDING**

Business & Facilities

October 6, 2020

Consent #14

Page 1 of 2

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

As the District continues to upgrade classrooms with new furniture, the Educational Services Department has identified 23 classrooms at Hillside Middle School. Installation is being planned for winter break 2020 (Dec 21 – Jan 2).

The following is a list of the expected expenditure with each furniture vendor, and the associated Piggyback Agreement, allowing for purchase without advertising for bids. Prices include sales tax and shipping.

VENDOR NAME	EXPENDITURE	PIGGYBACK
Virco	\$310,303.64	US Communities R-TC-18004
KI	\$94,024.29	CA CB14518 FCCC-CSU
Staples	\$858.51	
Hon/Bluespace	\$36,664.94	NIPA TCPN R142208
School Specialty	\$810.31	OMNIA R191815
Culver Newlin	\$22,673.72	Torrance USD 10-04.09.19
Lakeshore Learning Materials	\$2,110.52	PACE P00173
CDW-G	\$4,858.43	Irvine 19/20-01
School Outfitters	\$17,893.15	TIPS 170804
Seville Classics	\$428.99	
Total	\$490,626.49	
Allowance 7.5%	\$36,796.99	
Total with 7.5% Allowance	\$527,423.48	

Fiscal Analysis

The expenditure for the furniture vendors detailed above will be funded with Measure X Bond funds.

The Board of Education adopted Resolution No. 01-20/21, Participating in Bids/Contracts of Other Public Corporations and Agencies (Piggyback Contracts) Throughout the 2020-2021 Fiscal Year, at the June 23, 2020 Board Meeting.

On a motion # 43 by Trustee Blough, seconded by Trustee White and carried by a vote of 4/1/0, the Board of Education approved, by roll-call-vote, the purchase of classroom furniture for Hillside Middle School.

Ayes: Blough Noes: 0 Absent: LaBelle Abstained: 0
White
Subran
Smollen

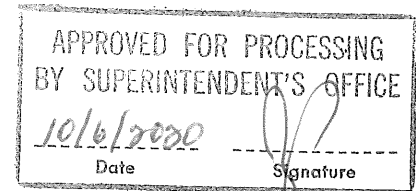
**TITLE: APPROVAL OF PURCHASE OF CLASSROOM FURNITURE FOR
 HILLSIDE MIDDLE SCHOOL THROUGH MEASURE X FUNDING**

Business & Facilities
Consent #14

October 6, 2020
Page 2 of 2

Recommendation

It is recommended that the Board of Education approve the purchase of classroom furniture for Hillside Middle School.



TITLE: APPROVAL OF CHANGE ORDER NO. 1, HILLSIDE MIDDLE SCHOOL CLASSROOM RENOVATIONS, BID NO. 20D28BX337

Business & Facilities
Consent #15

October 6, 2020
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

On May 19, 2020, the Board of Education ratified the award of Bid No. 20D28BX337 to Ardalan Construction Company, Inc. in the amount of \$398,000.00 for classroom renovations at Hillside Middle School. During the course of construction, various changes become necessary or desirable. Attached is Exhibit "A" that describes the changes, related costs, and justification for Change Order No. 1.

Fiscal Analysis

Change Order No. 1 represents an increase to the original contract by \$320.00 or 0.08%. The revised contract amount including Change Order No. 1 will be \$398,320.00.

This project is funded by Measure X.

Recommendation:

It is recommended that the Board of Education approve Change Order No. 1 as presented.

On a motion # 43 by Trustee Blough, seconded by Trustee White and carried by a vote of 4/1/0, the Board of Education, by roll-call vote, approved Change Order No.1 for the Hillside Middle School Classroom Renovations Project, Bid No. 20D28BX337.

Ayes: Blough
White
Tubran
Smolten Noes: 0 Absent: LaBelle Abstain: 0

Hillside Middle School Classroom Renovations, Bid No. 20D28BX337
Change Order No. 1

EXHIBIT "A"

CHANGE ORDER PROPOSAL	DESCRIPTION	Recommended Cost (Credit) For Approval	Comments
COP #7	Repairs to damaged walls in rooms #303 and #307.	\$ 5,575.25	
-	Return balance of unused Allowance.	\$ (5,255.25)	
TOTAL OF CHANGE ORDER NO. 1		\$ 320.00	

The original contract sum was:..... \$ 398,000.00
 Change by previously authorized Change Order(s)..... \$ -
 The contract sum prior to this change..... \$ 398,000.00
 The contract sum will be increased by this Change Order by..... \$ 320.00 0.08%
 The new contract sum including this Change Order will be..... 398,320.00
 The contract days will be increased by..... -

Business & Facilities, Consent #15