

**TITLE: RATIFICATION OF ADDITIONAL SERVICES NO. 1 TO
 AGREEMENT NO. R20-01889 BETWEEN SIMI VALLEY UNIFIED
 SCHOOL DISTRICT AND RRM DESIGN GROUP**

Business & Facilities
Consent #4

April 21, 2020
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
 Business & Facilities

Background Information

On October 22, 2019 the Board of Education approved Agreement R20-01889 for design services for fencing and landscape improvements to the Knolls Elementary School fencing and site improvements project from RRM Design Group. An extension of these services is needed through the completion of the construction phase of this project.

Fiscal Analysis

The total cost for Additional Services No. 1 to Agreement No. R20-01889 (Exhibit "A") for continuation of on-site construction phase services of the Knolls Elementary School security fencing and site improvement project is a **not-to-exceed amount of \$7,550.00** based on a fixed fee of \$6,800 for construction site visits and a fixed fee of \$750 for record drawings.

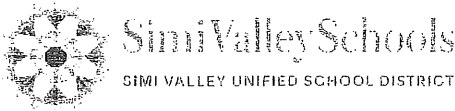
These services will be funded by Measure X.

Recommendation

This item is provided for Board of Education ratification.

On a motion # 128 by Trustee White, seconded by Trustee LaBelle and carried by a vote of 4/0/1, the Board of Education ratified, by roll-call-vote, Additional Services No 1 to Agreement No. R20-01889 with RRM Design Group.

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



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

ADDITIONAL SERVICES NO. 1

**TO AGREEMENT R20-01889 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 **Knolls Elementary School**, as further described in the attached Proposal from Consultant dated February 24, 2020 (Exhibit "A"):

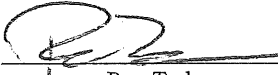
Provide construction-phase support services and record drawings for the Knolls Elementary School Security Fencing and Site Improvements Project.

The terms and conditions of Agreement A17.32\ 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 February 24, 2020.

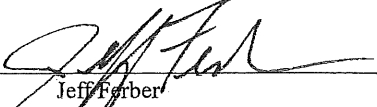
SIMI VALLEY UNIFIED SCHOOL DISTRICT

By: 
Ron Todo

Dated: 3/17/2020

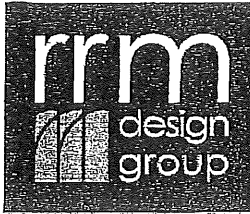
Title: Associate Superintendent Business & Facilities

RRM DESIGN GROUP

By: 
Jeff Farber

Dated: 03/09/2020

Title: Principal



ADD. SERVICE AUTHORIZATION

Date: February 24, 2020	
Client: Simi Valley Unified School District	Task ID Number: X.01, X.02
Project Name: Knolls Elementary School Fencing Improvements	Project Number: 0844-01-C119
Work Requested by: Pedro Avila	Request Received by: Chris Dufour

Method:

- ☐ Letter
 ☐ Email authorization attached to parties
☒ Client authorization required
 ☐ Included in contract, authorization not required
☐ Other: _____

Fee Type(s):

- ☒ Fixed Fee (see footnote)

DESCRIPTION OF WORK TO BE PERFORMED

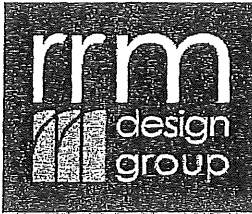
RRM Design Group, a California Corporation ("RRM Design Group"), has entered into an agreement with the Simi Valley Unified School District (the "Client") dated October 23, 2019 (the "Prime Agreement") for the project Knolls Elementary School Fencing Improvements (the "Project"). Additional Services 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 Knolls Elementary School fencing improvement project. After discussing with Marc how we anticipate the summer construction to proceed, we have come up with the following layout of site visits and meetings.

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 • Leniy Grant, Architect CZ6973 • Robert Camacho, PE 76597 • Steve Webster, LS 7561 • Jeff Ferber, LA 2844



Knolls Elementary School Fencing Improvements

Add. Service Authorization

February 24, 2020

2 of 3

Task X.01: Construction Support Services

The following is a general list of construction support services RRM will provide during the summer construction period; anticipating construction will complete by the beginning of the school year.

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's Landscape Architecture project manager will visit the site up to four times during the construction period.

Deliverables:

- Bidding – one (1) pre-bid conference meeting
- 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 four (4) site visits

Fixed Fee:

- \$6,800 (see footnote)

Task X.02: 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)



Knolls Elementary School Fencing Improvements

Add. Service Authorization

February 24, 2020

3 of 3

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.

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:

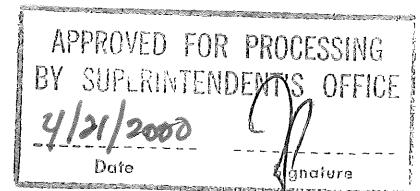
Sign

Date

Print Name, Title

Tasks Authorized (All tasks authorized unless otherwise noted.)

d:\p\N\0801\0844-01-C119-Knolls-Elementary-School-Fencing-Im\Project-Management\Contracts\Addendums\Addendum-XX\ASA-ConAdmin-2-24-20-bpd.doc



TITLE: AUTHORIZATION TO AWARD BID #20B27BX332, ROYAL HIGH SCHOOL MPR RENOVATION

Business & Facilities
Consent #5

April 21, 2020
Page 1 of 2

Prepared by: Ron Todo, Associate Superintendent
Business and Facilities

Background Information

Twelve bids were received on March 6, 2020 for Bid #20B27BX332, Royal High School MPR Renovation. The recommended 2nd lowest bidder is indicated in bold type.

Company Name	Bid Proposal Amount	Alternate Bid Item No. 2	Total of Bid Proposal Amount plus Alternate Bid Item No. 2
AMG & Associates, Inc.	\$8,720,000	\$529,000	\$9,249,000 <i>Withdrawn due to clerical error</i>
AP Construction Group	\$10,343,000	\$531,000	\$10,874,000
Ardalan Construction Co.	\$10,600,000	\$660,000	\$11,260,000
Chalmers Construction Services, Inc.	\$9,170,000	\$715,000	\$9,885,000
Kemcorp Construction Inc.	\$10,145,000	\$535,000	\$10,680,000
Morillo Construction	\$10,244,000	\$662,000	\$10,906,000
Novus Construction	\$9,591,000	\$639,360	\$10,230,360
NSA Construction Group, Inc.	\$9,298,000	\$475,000	\$9,773,000
The Nazerian Group	\$8,944,123	\$650,000	\$9,594,123
Viola Inc.	\$9,727,000	\$710,000	\$10,437,000
Waisman Construction Inc.	\$9,865,000	\$562,000	\$10,427,000
Woodcliff Corporation	\$9,926,000	\$710,000	\$10,636,000

Additional information is available in the Bond Management Office.

Fiscal Analysis

The total amount of this project \$9,594,123.00 will be funded by Measure X Bond Funds.

On a motion # 128 by Trustee White, seconded by Trustee LaBelle and carried by a vote of 4/0/1, the Board of Education approved, by roll-call vote, award of Bid #20B27BX332, Royal High School MPR Renovation to The Nazerian Group

AYES: LaBelle NOES: 0 Absent: Blough Abstained: 0
White
Jubian
Smollen

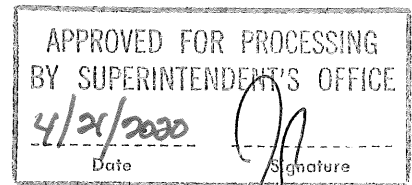
TITLE: AUTHORIZATION TO AWARD BID #20B27BX332, ROYAL HIGH SCHOOL MPR RENOVATION

Business & Facilities
Consent #5

April 21, 2020
Page 2 of 2

Recommendation

It is recommended that the Board of Education authorize award of Bid #20B27BX332, Royal High School MPR Renovation to The Nazerian Group in the total amount of \$9,594,123.00, which includes Alternate Bid item No. 2 (Telescoping seating platforms, loose audience seating, portable dance floor, and orchestra enclosure).



TITLE: RATIFICATION OF AGREEMENT NO. R20-03965 BETWEEN SIMI VALLEY UNIFIED SCHOOL DISTRICT AND STEPHEN PAYTE, DSA INSPECTIONS INC. FOR INSPECTION SERVICES FOR INTERIM PORTABLES FOR THE MPR RENOVATION PROJECT AT ROYAL HIGH SCHOOL

Business & Facilities
Consent #6

April 21, 2020
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

DSA requires inspection of the interim portable buildings that are being installed at Royal High School for the school's use while the MPR is being renovated. Inspection of the portable buildings can be provided by the firm of Stephan Payte, DSA Inspections, Inc.

Fiscal Analysis

The cost associated with Agreement No. R20-03965 is an estimated fee of \$11,070.00 based on a billing rate of \$82.00 per hour. Said Agreement is attached as Exhibit "A". These inspection services will be funded by Measure X.

Recommendation

This item is presented for Board of Education ratification.

On a motion # 128 by Trustee White, seconded by Trustee LaBelle and carried by a vote of 4/0/1, the Board of Education ratified, by roll-call-vote, Agreement No. R20-03965 with Stephen Payte, DSA Inspections, Inc. for inspection of the portable buildings required by the MPR Renovation Project.

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

PROJECT ASSIGNMENT AMENDMENT

AGREEMENT R20-03965

INSPECTION SERVICES

This Project Assignment Amendment ("PAA") is entered by and between **Simi Valley Unified School District and Stephen Payte, DSA Inspections, Inc.** ("Inspector Firm") as of **March 25, 2020**.

WHEREAS, the District and Inspector Firm entered into a written Agreement entitled **Agreement No. A18.447** for On-Going Project Inspector Services ("Agreement") generally establishing terms and conditions for the Inspector's inspection services for Projects assigned by the District to the Inspector Firm for completion of Inspector Services.

WHEREAS, this PAA sets forth the specific terms and conditions applicable to the Assigned Project and the Inspector Services to be completed by the Inspector Firm for the Assigned Project.

NOW THEREFORE, the District and Inspector Firm agree as follows:


1. Assigned Project Description. The Assigned Project is described as follows: **Provision of DSA Project Inspector for the installation of 3 new interim portables at Royal High School, DSA A# will be determined at the over-the-counter plancheck, or as obtained from DSA by the Architect..**
2. Project Inspector Services for Assigned Project. The Inspector Firm shall complete all Inspector Services for the Assigned Project set forth in the Agreement.
3. Project Inspector. As noted on the attached Proposal for Inspection Services from Inspector Firm dated March 17, 2020 and identified on attached Exhibit 1, The Inspector Firm designates Duncan McKay as the Inspector for this Assigned Project. The hourly billing rate of \$82.00 per hour for the on-site inspection work by the Project Inspector designated for the Assigned Project is not subject to adjustment. This inspection will occur on an as-needed basis.
4. Assigned Project Contract Price. The Contract Price for completing Inspector Services for the Assigned Project is an **estimated total amount of Eleven-Thousand Seventy-Dollars (\$11,070.00)** ("Assigned Project Contract Price). Billings for payment of the Assigned Project Contract Price shall be based on the reasonable time necessary for the Inspector designated for the Assigned Project to complete Inspector Services, multiplied by the applicable hourly rate. Billings for Inspector Services shall be at the Straight Time hourly rates, unless the District has authorized in advance the completion of Inspector Services on days/times subject to Overtime or Premium Overtime hourly rates. No payment will be made and the Inspector Firm is not entitled to any compensation for any Inspector Services necessary as a result of the failure of the Inspector Firm to timely and completely provide Inspector Services. The Assigned Project Contract Price is not subject to adjustment, except as provided in Paragraph 5 of this PAA.
5. Term of PAA. The District has established approximately ninety (90) calendar days for the Contractor to complete construction of the project ("Construction Time"). The Assigned Project Contract Price is based on the Duration of the Assigned Project. If Project construction is not completed within the Remaining Construction Time and the Assigned Project Contract Price is not exhausted as of expiration of the Remaining Construction Time, the Inspector shall provide Project Inspector Services after expiration of the Remaining Construction Time without adjustment of the Assigned Project Contract Price until the Assigned Project Contract Price is exhausted. If Project construction is not completed within the Construction Time and the Assigned Project Contract Price is exhausted at the expiration of the Remaining Construction Time, or if the unexhausted portion of the Assigned Project Contract Price as of expiration of the Remaining Construction Time is exhausted prior to completion of Project Construction, the Assigned Project Contract Price is subject to adjustment for the Project Inspector Services provided after expiration of the Remaining

Construction Time.

6. Agreement Terms. All terms of the Agreement are incorporated herein and applicable to the Assigned Project, except as modified by the terms of this PAA.

The District and Inspector Firm have executed this PAA as of the date set forth above.

"District"
SIMI VALLEY UNIFIED
SCHOOL DISTRICT

By: 
Ron Todo
Title: Associate Superintendent, Business
& Facilities

"Inspector Firm"
Stephen Payte DSA Inspections, Inc.

By: 
Stephen K. Payte
Title: Vice President

Exhibit 1

Proposal for Inspection Services

Simi Valley Unified School District

101 W. Cochran Ave.
Simi Valley, CA 93065

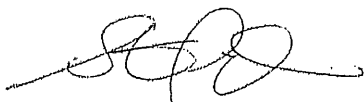
March 17, 2020

We submit a Proposal for Inspection Services for the Royal High School Portable installation project consisting of (3) Portable Classroom Installations as described below:

(1) DSA Class 1 Inspector (Richard "Duncan" McKay) at a rate of \$82.00/hr for the duration of the project, estimated to be 91 calendar days beginning April 1, 2020. Inspection requirement is expected to be 10 hours per week totaling an estimated 135 hours. The total estimated cost is \$11,070.

As always, we greatly appreciate the opportunity to continue working with your District.

Thank you,



Stephen K. Payte
V.P. Field Operations
Stephen Payte DSA Inspections, Inc.
661-718-2893



STEPHEN PAYTE
DSA INSPECTIONS, INC.

Stephen Payte DSA Inspections

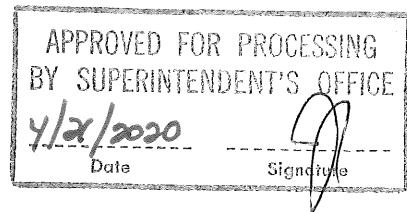
P.O. Box 3128 | Quartz Hill, CA 93586

Telephone: (661) 718-2893 | FAX: (661) 793-7272 | Email: info@dsainspections.com

www.DSAInspections.com

EXHIBIT 2 TO
PROJECT ASSIGNMENT AMENDMENT, AGREEMENT R19-03965 FOR PROJECT INSPECTOR SERVICES
PROJECT: Interim Portables for the Royal HS MPR Renovation Project

Project Inspector	DSA Certification No.	Hourly Billing Rate (Class 1 indicated below)	
Duncan Richard McKay, DSA Inspector, will be the inspector provided under this Project Assignment.	6129	<u>Straight Time</u> Mondays-Fridays (up to 8 hours per work day)	\$82.00
		<u>Overtime</u> Mondays-Fridays (more than 8 hours per work day) Saturdays (8 hour workday 7 AM to 6 PM)	\$123.00
		<u>Premium Overtime</u> Saturdays (more than 8 hours per work day) Sundays Holidays	\$164.00
		<u>Straight Time</u> Mondays-Fridays (8 hour work day)	
		<u>Overtime</u> Mondays-Fridays (more than 8 hours per work day) Saturdays (8 hour workday 7 AM to 6 PM)	
		<u>Premium Overtime</u> Saturdays (more than 8 hours per work day) Sundays Holidays	
		<u>Straight Time</u> Mondays-Fridays (8 hour work day)	
		<u>Overtime</u> Mondays-Fridays (more than 8 hours per work day) Saturdays (8 hour workday 7 AM to 6 PM)	
		<u>Premium Overtime</u> Saturdays (more than 8 hours per work day) Sundays Holidays	



TITLE: AUTHORIZATION TO AWARD BID #20D2BX335, KNOLLS E.S. SECURITY FENCING & SITE IMPROVEMENTS

Business & Facilities
Consent #8

April 21, 2020
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business and Facilities

Background Information

Three bids were received on April 2, 2020 for Bid #20D2BX335, Knolls E.S. Security Fencing & Site Improvements. The recommended low bidder is indicated in bold type.

<u>Construction Company Name</u>	<u>Bid Amount</u>
Ardalan Construction Company, Inc.	\$396,400
Hughes General Engineering	\$236,480
GMZ Engineering	\$385,000

Additional information is available in the Bond Management Office.

Fiscal Analysis

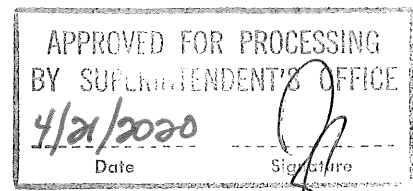
The total amount of this project \$236,480 will be funded by Measure X Bond Funds.

Recommendation

It is recommended that the Board of Education authorize award of Bid #20D2BX335, Knolls E.S. Security Fencing & Site Improvements, to Hughes General Engineering in the amount of \$236,480.

On a motion # 128 by Trustee White, seconded by Trustee LaBelle and carried by a vote of _____, the Board of Education approved, by roll-call vote, award of the Knolls E.S. Security Fencing & Site Improvements to Hughes General Engineering.

AYES: LaBelle
White
Jubran
Smollen NOES: 0 Absent: Blough Abstained: 0



TITLE: AUTHORIZATION TO AWARD BID #20C3DF333, MOUNTAIN VIEW ELEMENTARY SCHOOL PORTABLES RELOCATION

Business & Facilities
Consent #9

April 21, 2020
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business and Facilities

Background Information

Six bids were received on April 14, 2020 for Bid #20C3DF333, Mountain View Elementary School Portables Relocation. The recommended low bidder is indicated in bold type.

<u>Construction Company Name</u>	<u>Bid Amount</u>
Chalmers Construction Services, Inc.	\$1,483,000
Hughes General Engineering, Inc.	\$1,635,000
Lee Construction Company	\$1,578,588
Monet Construction Inc.	\$1,197,000
United Construction & Landscape	\$1,274,000
Waisman Construction Inc.	\$1,559,000

Additional information is available in the Purchasing Office.

Fiscal Analysis

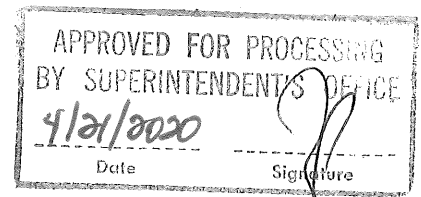
The total amount of this project \$1,197,000 will be funded by Developer Fees and Measure X Bond.

Recommendation

It is recommended that the Board of Education authorize award of Bid #20C3DF333, Mountain View Elementary School Portables Relocation to Monet Construction Inc. in the amount of \$1,197,000.

On a motion # 128 by Trustee White, seconded by Trustee LaBelle and carried by a vote of _____, the Board of Education approved, by roll-call vote, award of Bid #20C3DF333, Mountain View Elementary School Portables Relocation to Monet Construction Inc.

AYES: LaBelle
White
Suban
Smollen NOES: 0 Absent: Blough Abstained: 0



TITLE: AUTHORIZATION TO AWARD BID #20D9BXM336, ASPHALT PAVING 2020 PHASE I

Business & Facilities
Consent #10

April 21, 2020
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business and Facilities

Background Information

Four bids were received on April 9, 2020 for Bid #20D9BXM336, Asphalt Paving 2020 Phase I. The recommended low bidder is indicated in bold type.

<u>Construction Company Name</u>	<u>Bid Amount</u>
Pave West Inc.	\$1,694,627.37
JB Bostick Company, Inc.	\$1,940,000.00
Toro Enterprises, Inc.	\$1,998,972.50
Universal Asphalt Co., Inc.	\$1,730,000.00

Additional information is available in the Bond Management Office.

Fiscal Analysis

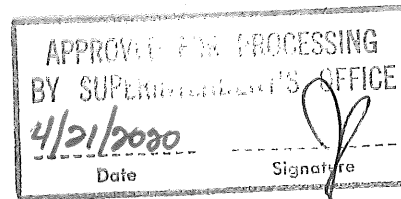
The total amount of this project \$1,694,627.37 will be funded by Measure X Bond Funds.

Recommendation

It is recommended that the Board of Education authorize award of Bid #20D9BXM336, Asphalt Paving 2020 Phase I to Pave West, Inc. in the amount of \$1,694,627.37.

On a motion # 108 by Trustee White, seconded by Trustee LaBelle and carried by a vote of 4/0/1, the Board of Education approved, by roll-call vote, award of Bid #20D9BXM336, Asphalt Paving 2020 Phase I to Pave West, Inc.

AYES: LaBelle
White
Tubran
Smolen NOES: 0 Absent: Blough Abstained: 0



TITLE: APPROVAL OF ADDITIONAL SERVICES NO. 1 TO AGREEMENT NOS. R20-01887 AND R20-01888 BETWEEN SIMI VALLEY UNIFIED SCHOOL DISTRICT AND RRM DESIGN GROUP FOR DESIGN

Business & Facilities
Consent #11

April 21, 2020
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

Additional topographic surveying is needed for design of security fencing improvements at Arroyo and Berylwood elementary schools.

Fiscal Analysis

The costs associated with these additional services are shown below:

Additional surveying for Arroyo ES Agreement #R20-01887 (Exhibit "A"):	\$3,350.00
Additional surveying for Berylwood ES Agreement #R20-01888 (Exhibit "B"):	\$4,290.00
Total:	\$7,640.00

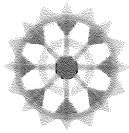
These services will be funded with Measure X funds.

Recommendation

It is recommended that the Board of Education approve Additional Services No. 1 to Agreement No. R20-01887 and Additional Services No. 1 to Agreement No. R20-01888 with RRM Design Group for topographic surveying for design of security fencing for Arroyo and Berylwood elementary schools.

On a motion # 128 by Trustee White, seconded by Trustee LaBelle and carried by a vote of 4/0/1, the Board of Education approved, by roll-call-vote, Additional Services No. 1 to Agreement No. R20-0188, and Additional Services No. 1 to Agreement No. R20-01888 with RRM Design Group.

Ayes: LaBelle
White
Juban
Smollon Noes: 0 Absent: Blough Abstained: 0



SimiValleySchools
SIMI VALLEY UNIFIED SCHOOL DISTRICT

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

ADDITIONAL SERVICES NO. 1

**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**, as further described in the attached Proposal from Consultant dated March 31, 2020 (Exhibit "A"):

Provide additional site topographic surveying services for the Arroyo Elementary School Security Fencing and Landscape Improvements Project.

The terms and conditions of Agreement A17.321 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 **Three-Thousand Three-Hundred Fifty Dollars (\$3,350.00)** as further described on the attached Proposal (Exhibit "A") dated March 31, 2020.

SIMI VALLEY UNIFIED SCHOOL DISTRICT

By: _____
Ron Todo

Dated: _____

Title: Associate Superintendent Business & Facilities

RRM DESIGN GROUP

By: _____
Jeff Ferber

Dated: April 7, 2020

Title: Principal



ADD. SERVICE AUTHORIZATION

Date: March 31, 2020	
Client: Simi Valley Unified School District	Task ID Number: X.01
Project Name: Arroyo Elementary School Fencing Improvements	Project Number: 0834-02-C119
Work Requested by: Pedro Avila	Request Received by: Chris Dufour

Method:

- ☐ Letter
 ☐ Email authorization attached to parties
☒ Client authorization required
 ☐ Included in contract, authorization not required
☐ Other: _____

Fee Type(s):

- ☒ Fixed Fee (see footnote)

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.

General Work Description

Based on the campus site walk from March 3, 2020, the limits of work expanded in a few areas to include improvements outside of the original limits of survey to provide additional curbing around playground, and volleyball equipment (posts and nets). The compensation listed for the proposed tasks reflects a discount given to both Arroyo Elementary School and Berylwood Elementary Schools assuming supplemental surveys will be authorized for both. Additional compensation is required for the consultant should only one service task be authorized. The following tasks are offered in order to provide the necessary supplemental survey for these areas.



Task X.01: Supplemental Survey

RRM's survey consultant will return to the site for a field survey to pick up the areas indicated within Exhibit E, attached. Field data (including horizontal and vertical) will be gathered on existing hardscape edges, trees, and utilities with surface evidence. The consultant will add and blend this additional survey work into the current topographic CAD file provided for the project.

Deliverables:

- *Updated site topographic base file in AutoCAD format*

Fixed Fee:

- *\$3,350 (see footnote)*

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.

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.

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

- Multiple site visits to gather data
- Surveying outside of limits shown in Exhibit E

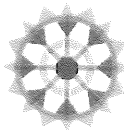
Total Estimated Additional Fees

\$3,350

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

Exhibit "A"





SimiValley Schools
SIMI VALLEY UNIFIED SCHOOL DISTRICT

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

ADDITIONAL SERVICES NO. 1

**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**, as further described in the attached Proposal from Consultant dated March 31, 2020 (Exhibit "A"):

Provide additional site topographic surveying services for the Berylwood Elementary School Security Fencing and Landscape Improvements Project.

The terms and conditions of Agreement A17.321 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 **Four-Thousand Two-Hundred Ninety Dollars (\$4,290.00)** as further described on the attached Proposal (Exhibit "A") dated March 31, 2020.


SIMI VALLEY UNIFIED SCHOOL DISTRICT

By: _____
Ron Todo

Dated: _____

Title: Associate Superintendent Business & Facilities

RRM DESIGN GROUP

By:  _____
Jeff Ferber

Dated: April 7, 2020

Title: Principal



ADD. SERVICE AUTHORIZATION

Date: March 31, 2020	
Client: Simi Valley Unified School District	Task ID Number: X.01
Project Name: Berylwood Elementary School Fencing Improvements	Project Number: 0836-01-C119
Work Requested by: Pedro Avila	Request Received by: Chris Dufour

Method:

- ☐ Letter
 ☐ Email authorization attached to parties
☒ Client authorization required
 ☐ Included in contract, authorization not required
☐ Other: _____

Fee Type(s):

- ☒ Fixed Fee (see footnote)

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.

General Work Description

Based on the campus site walk from February 4, 2020, the limits of work expanded in a few areas to include improvements outside of the original limits of survey to provide additional chainlink fencing internal to the campus and hardscape, fencing, and landscape improvements from the area around the flagpole to the admin entry. The compensation listed for the proposed tasks reflects a discount given to both Arroyo Elementary School and Berylwood Elementary Schools assuming supplemental surveys will be authorized for both. Additional compensation is required for the consultant should only one service task be authorized. The following tasks are offered in order to provide the necessary supplemental survey for these areas.



Berylwood Elementary School Fencing Improvements
Additional Service Authorization

March 31, 2020

Page 2 of 3

Task X.01: Supplemental Survey

RRM's survey consultant will return to the site for a field survey to pick up the areas indicated within Exhibit E. Field data (including horizontal and vertical) will be gathered on existing hardscape edges, trees, and utilities with surface evidence. The consultant will add and blend this additional survey work into the current topographic CAD file provided for the project.

Deliverables:

- *Updated site topographic base file in AutoCAD format*

Fixed Fee:

- *\$4,290 (see footnote)*

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.

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.

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

- Multiple site visits to gather data
- Surveying outside of limits shown in Exhibit E

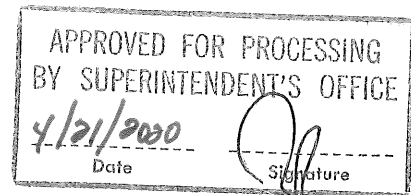
Total Estimated Additional Fees

\$4,290

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.

Exhibit "B"





TITLE: RATIFICATION OF AGREEMENT NO. R20-04047 BETWEEN SIMI VALLEY UNIFIED SCHOOL DISTRICT AND ORION STRUCTURAL GROUP, INC., FOR STRUCTURAL ENGINEERING SERVICES FOR THE SIMI VALLEY HIGH SCHOOL MPR RENOVATION PROJECT

Business & Facilities
Consent #14

April 21, 2020
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

On February 21, 2017 the Board of Education approved the list of selected firms for on-call engineering services for the Measure X Bond Program. Structural engineering services are needed for an independent analysis of proposed structural modifications to the MPR building. The firm of Orion Structural Group, Inc. is on the approved list and can provide these services.

Fiscal Analysis

Agreement R20-04047 (Exhibit "A") is for a **total not-to-exceed fee of \$1,500.00.**

These services will be funded by Measure X.

Additional information is available at the Bond Management Office.

Recommendation

This item is provided for Board of Education ratification.

On a motion # 138 by Trustee White, seconded by Trustee LaBelle and carried by a vote of _____, the Board of Education ratified, by roll-call-vote, Agreement R20-04047 with the firm of Orion Structural Group, Inc.

Ayes: LaBelle
White
Guban
Smoller Noes: 0 Absent: Blough Abstained: 0

PROJECT ASSIGNMENT AMENDMENT
Agreement No. R20-04047

**STRUCTURAL ANALYSIS OF EXISTING CROSS-BRACING AT THE
SIMI VALLEY HS MPR RENOVATION PROJECT**

This Project Assignment Amendment ("PAA") is entered by and between Simi Valley Unified School District and Orion Structural Group, Inc. ("Engineer") on April 9, 2020.

Whereas, the District entered into a written Agreement entitled Agreement A18.129 for On-Going Engineering Services ("Agreement") generally establishing terms and conditions for the Engineer's design professional services for Projects assigned by the District to the Engineer.

Whereas, this PAA sets forth the specific terms and conditions applicable to the District assignment of the Assigned Project to the Engineer for completion of design professional services.

NOW THEREFORE, the District and Engineer and agree as follows:

1. Assigned Project Description. The Assigned Project is as follows: Analyze proposed modifications to the MPR building. Drawings of the existing building, and DSA approved drawings of the proposed modifications will be provided for the independent structural analysis for structural integrity of the proposed modifications.
2. Assigned Project Construction Budget. The Construction Budget for the Assigned Project is not applicable.
3. Assigned Project Basic Services. The Basic Services for the Assigned Project are:
Provide an independent structural analysis of the existing building's cross-bracing and structural components that will be modified by removing the cross bracing, and replacing existing structural components with new structural components at the Simi Valley HS MPR Renovation Project.
4. Assigned Project Schedule. The Engineer shall commence work on this assignment on or about April 9, 2020, and shall complete the analysis as soon as possible, preferably by April 17, 2020. The Engineer shall notify the District if additional time is required.
5. Assigned Project Contract Price. The Contract Price for completion of the Assigned Project Basic Services is a not-to-exceed fee of **One-Thousand Five-Hundred Dollars (\$1,500.00) per the attached Proposal from Engineer dated April 8, 2020.**
6. Agreement Terms. All terms of the Agreement are incorporated herein and applicable to the Assigned Project, except as modified by the terms of this PAA.

The District and Engineer have executed this PAA as of the date set forth above.

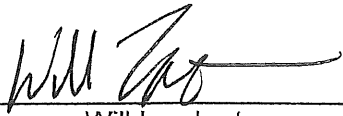
"District"
SIMI VALLEY UNIFIED
SCHOOL DISTRICT

By: 

Ron Todo

Title: Associate Superintendent
Business & Facilities

"Engineer"
Orion Structural Group, Inc.

By: 

Will Lambert

Title: California Structural Engineer, Lic. #5430



Orion Structural Group, Inc.
 223 East Thousand Oaks Blvd., Suite 304
 Thousand Oaks, CA 91360
 Phone: (805) 750 – 8136 Fax: (805) 494-0418

Proposal for Structural Engineering Services

April 8, 2020

Client:

Tony Joseph
 SVUSD Bond Program Manager
 Simi Valley Unified School District

**Re: SVUSD Simi Valley HS – MPR Building Renovation
 Structural Review for Impact of Proposed Roof Framing Braces to be Removed**

Scope:

Structural engineering review of current renovation project that is proposing removing existing braces in the roof system. Review will include available as-built drawings for the building, drawings for the new project, site visit as required, and bracing analysis as required. We will provide the district with our findings and recommendations. We will format the findings in a letter with stamp and signature where required/requested.

Fee:

Total	\$1,500
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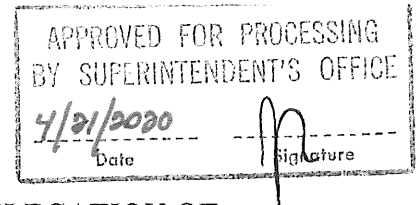
Orion Structural Group Inc.

Will Lambert, SE
 California Structural Engineer License # 5430

I acknowledge having read this letter and the proposal contained therein and agrees to its terms and conditions. I hereby authorized you to commence on this project.

Client Approval

By: _____ Date: _____



TITLE: ADOPTION OF RESOLUTION NO. 37-19/20, DELEGATION OF AUTHORITY DURING THE EMERGENCY RELATING TO THE CORONAVIRUS (COVID-19) PANDEMIC

Business & Facilities
Action #2

April 21, 2020
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

In December 2019 an outbreak of respiratory illness due to a novel coronavirus (a disease now known as COVID-19) was identified and has impacted more than 200 countries including the United States. As of April 15, 2020, there are over 600,000 confirmed cases of COVID-19 in the United States, including over 26,000 cases in California. Officials expect the number of cases in California, the United States, and worldwide to increase. As of March 4, 2020, Governor Gavin Newsom declared a State of Emergency to enable State and local agencies to more effectively respond to the threat of spread of COVID-19. On March 11, 2020, the World Health Organization officially declared COVID-19 a global pandemic. On March 12, 2020, the Ventura County Department of Public Health declared a local health emergency due to COVID-19.

Education Code section 35161 permits the Board of Education to delegate to the Superintendent broad authority to carry on activities and programs including the expenditure of funds for programs and activities which, in the determination of the Board of Education and the Superintendent are necessary to meet the needs of the District during the COVID-19 pandemic, which are not inconsistent with the purposes for which the funds were appropriated.

Staff anticipates that the Board of Education will adopt the attached Resolution declaring that emergency conditions exist at District Sites. It is further anticipated that the Board of Education will authorize the Superintendent to take any and all actions necessary to ensure the health and safety of students and staff, to ensure public education continues to be provided to the students, and that regular district operations will be maintained during the pandemic.

Recommendation

It is recommended that the Board of Education adopt Resolution No.37-19/20, Delegation of Authority During the Emergency Relating to the Coronavirus (Covid-19) Pandemic.

On motion # 136 by Trustee White, seconded by Trustee Smollen and carried by a vote of 4/0/1, the Board of Education adopted, by a roll-call vote, Resolution No. 37-19/20, Delegation of Authority During the Emergency Relating to the Coronavirus (Covid-19) Pandemic.

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

**SIMI VALLEY UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 37-19/20**

**RESOLUTION REGARDING DELEGATION OF AUTHORITY DURING THE
EMERGENCY RELATING TO THE CORONAVIRUS (COVID-19) PANDEMIC**

WHEREAS, on March 4, 2020, California Governor Gavin Newsom declared a statewide emergency arising from COVID-19; and

WHEREAS, on March 12, 2020, the Ventura County Department of Public Health declared the existence of a local and public health emergency arising from COVID-19; and

WHEREAS, the Ventura County Superintendent of Schools in collaboration with the superintendents of the districts has determined that it is advisable for all public schools within the county to prepare for school closures resulting from the COVID-19 outbreak; and

WHEREAS, on March 12, 2020, Governor Newsom issued an executive order directing Californians to cancel large public gatherings and to enforce social distancing; and

WHEREAS, the Ventura County Superintendent of Schools with the full support of the Ventura County Department of Public Health considers it a matter of public interest to develop plans to implement the guidance related to reducing the spread of COVID-19 in our schools to protect our students, their families, our employees and our community; and

WHEREAS, on March 17, 2020, the Ventura County Office of Public Health issued an Order of the Public Health Officer requiring all individuals in the County to shelter-in-place with the exception of essential activities; and

WHEREAS, in compliance with the guidance and directives of governmental agencies the Simi Valley Unified School District ordered all schools closed in order to curb the potential transmission of COVID-19, beginning March 16, 2020; and

WHEREAS, on March 19, 2020, Governor Newsom announced a statewide Stay at Home order for all residents during the coronavirus (COVID-19) pandemic; and

WHEREAS, on April 1, 2020, following Governor Newsom's press conference and after a meeting among all Ventura County superintendents, all Ventura County public school facilities will remain closed to the end of the 2019-2020 school year; and

WHEREAS, Education Code section 35161 permits the Board of Education to delegate to the Superintendent broad authority to carry on activities and programs including the expenditure of funds for programs and activities which, in the determination of the Board of Education and the

Superintendent are necessary to meet the needs of the District during the COVID-19 pandemic, which are not inconsistent with the purposes for which the funds were appropriated.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Simi Valley Unified School District:

1. Determines that the circumstances described herein constitute an emergency condition or situation;
2. Delegates to the Superintendent authority to take all appropriate action, upon appropriately notifying the Board, to respond to the COVID-19 pandemic, including, but not limited to, any action:
 - a) To ensure and protect the welfare, safety, and educational well-being of all students;
 - b) To cancel or modify any activities, programs, or courses, up to and including the temporary closure of schools and program sites;
 - c) To protect District property;
 - d) To modify school and work schedules;
 - e) To make further declarations of emergency and to take emergency action as permitted by law.
3. Authorizes the Superintendent to determine, upon appropriately notifying the Board, the reopening of schools when the emergency conditions no longer exist and take such action to reopen schools; and
4. Authorizes the Superintendent or his designee to award contracts normally presented to the Board for approval, should the awarding of the contract expedite the implementation of a project. Any one contract shall not exceed \$2.5Million and are to be limited to the following Facility and/or Bond projects:
 - a. Asphalt Paving 2020 Phase 2: \$2Million Estimated value
 - b. Asphalt Slurry 2020: \$500,000 Estimated value
 - c. Hillside MS Classroom Renovations: \$800,000 Estimated value
 - d. Sinaloa MS Classroom Renovations: Informal or Formal Bid, depending on extent of renovations: \$175,000 - \$450,000
 - e. Madera ES Classroom Renovations: Informal or Formal Bid, depending on extent of renovations: \$150,000 - \$350,000
 - f. Mountain View Portable Relocation: \$750,000 Estimated value

Any contract awarded will be brought to the Board for Ratification at the Board Meeting following the awarding of the contract.

BE IT FURTHER RESOLVED that should any portion of this Resolution be held invalid, the invalidity shall not affect other provisions or applications of the Resolution which can be given effect without the invalid provisions or application, and to this end the provisions of this Resolution are declared to be severable.

BE IT FURTHER RESOLVED that this Resolution is an emergency measure within the mandate and jurisdiction of the Board and is necessary for the immediate welfare of the schools and pupils thereof. Therefore, this Resolution shall become effective immediately upon its adoption and shall remain in effect until repealed by formal Board action.

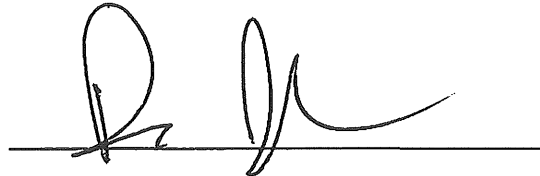
PASSED AND ADOPTED this 21st day of April 2020, by the governing board of the Simi Valley Unified School District of Ventura County, California, by the following vote:

AYES:

NOES:

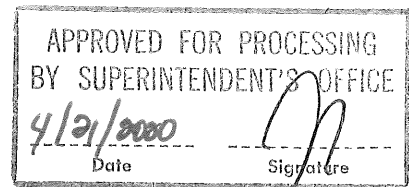
ABSENT:

ABSTAIN:

A handwritten signature in black ink, appearing to read 'Dr. Jason Peplinski', is written over a horizontal line.

Dr. Jason Peplinski, Superintendent

Secretary to the Board of Education



**TITLE: CITIZENS BOND OVERSIGHT COMMITTEE (CBOC) ANNUAL
REPORT FOR FISCAL YEAR 2019**

Business & Facilities
Information #1

April 21, 2020
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

In accordance with the accountability requirements of Proposition 39, the Board of Education established a Citizens' Bond Oversight Committee (CBOC) to oversee the expenditures and decisions affecting Measure X Bond Funds. Their role is basically an audit function with the responsibility to report to the public on the District's expenditures and consistency with Measure X.

Bylaws were approved by the Board of Education on February 21, 2017 to govern the activities of the Committee. Section 3.3 of the Bylaws states that the Committee shall present to the Board an annual written report which shall include the following: (a) A statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1 (b) (3) of the California Constitution; and (b) A summary of the Committee's proceedings and activities for the preceding year.

At their regular meeting held on February 12, 2020, the CBOC approved the content of their Annual Report for Fiscal Year 2019. A copy of this report is attached hereto as Exhibit "A".

Recommendation

This report is for information only.

SIMI VALLEY UNIFIED SCHOOL DISTRICT
SIMI VALLEY CITIZENS BOND OVERSIGHT COMMITTEE
(CBOC)

FISCAL YEAR 2019
ANNUAL REPORT
July 1, 2018 to June 30, 2019

BACKGROUND

Measure X is a \$239 million bond measure approved by voters on November 8, 2016, authorizing funding for the design and construction of new buildings, modernization of existing school facilities, and modern technology within the Simi Valley Unified School District ("the District"). On June 14, 2017 the District brought to market, \$70 million of Series "A" general obligation bonds, the first series to be used under the Measure X authorization, and in May of 2019 the District brought to market, \$60 million of Series "B" general obligation bonds, the second series to be used under the Measure X authorization. The district has received the Series "A" and Series "B" funds, which are being utilized for implementation of Measure X projects.

As required by law, an independent Citizens' Bond Oversight Committee (CBOC) has been established to actively monitor all Measure X projects and expenditures, provide proper oversight, control and accountability to ensure that Measure X funds are used as they were intended and to report to the community at-large.

As prescribed by the CBOC bylaws, this report includes the following:

1. A summary of the Committee's proceedings and activities for the preceding fiscal year.
2. A statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution.

CBOC ACTIVITIES

Meetings – The committee held meetings on February 13, 2019, May 8, 2019, August 14, 2019, November 20, 2019, and February 12, 2020. Each meeting is open to the public to provide input regarding the overall bond program, budget, financing matters and construction schedules. The CBOC conducts its meetings at the Simi Valley Unified School District Educational Service Center.

Website – The District continues to assist in keeping the website operational to provide the general public with general information relating to the CBOC, Measure X expenditures, planning and construction schedules, budget reports, press releases, legislative requirements and other items of interest.

Facebook Page - The CBOC created a Facebook Page for general information only purposes to the community at large relating to the CBOC, Measure X expenditures, planning and construction schedules, budget reports, press releases, legislative requirements and other items of interest.

Performance Audits – The third performance audit of the Measure X program was finalized on January 14, 2020. This covered the fiscal year of July 1, 2018 thru June 30, 2019. The CBOC has reviewed the 2018-2019 performance audit, which concluded the District has properly accounted for the expenditures associated with the Measure X bond funds, and such expenditures and transfers were made on authorized bond projects.

Annual Report – This is the third Annual Report issued by the CBOC.

DISTRICT COMPLIANCE

The CBOC believes that the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution, which provides that bond revenues are expended only for the construction, reconstruction, rehabilitation or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities; and that no funds were used for any

other purpose including teacher and administrator salaries and other school operating expenses.

MEMBERS – 2018/2019

Richard Grossman (Chair)

Kathleen Hinkle (Secretary) - Resigned from the CBOC to work at a school site

Jenniffer Jones (Publicity Chair)

Barry Fisher

Alisa Hensel

Shawn Herrera

Kimberly Knight

Bethany Lowry

Frank Sinsheimer

Steven Randall

The 2018/ 2019 CBOC members represent all of the classifications required under Proposition 39, and include a parent or guardian of a child enrolled in the District, a P.T.A. or school site council member, a business organization member, a senior citizens' organization member, a bona-fide taxpayers association member, and two members of the community at-large.

This Annual Report was approved by the CBOC at their meeting held on February 12, 2020.