Chula Vista Elementary School District

PROPOSITION E
INDEPENDENT CITIZENS OVERSIGHT COMMITTEE

Meeting Minutes
February 21, 2018 – 6 P.M.
Dr. Lowell J. Billings Board Room
Education Service and Support Center

1. Call to Order

Mr. Strayer called the meeting to order at 6:01 P.M.

2. Introductions

Introductions were made for Independent Citizens Oversight Committee (ICOC) members, District staff, and David Kuhle of Balfour Beatty Construction.

3. Roll Call

Members Present:

Jolyn DePriest
Sean Dunbar
Dr. Diane Gerken
Mary I. Helvie
Martha Juarez
Ben Lien
Valerie Gerken Rios
James L. Smyth
Floyd Strayer

Members Absent:
Jason Hurtado-Prater
Karyn Koenig

Others Present:
Oscar Esquivel, Deputy Superintendent
David Kuhle, Balfour Beatty Construction
Carolyn Scholl, Facilities Planning Manager
Rudy Valdez-Romero, Director of Maintenance and Operations
Ann-Marie Pering, Manager, Purchasing, Publications, and Warehouse
John Heredia, Facilities Safety and Security Manager
Lisa Brannen, Business Services and Support Specialist (Meeting Recorder)

4. **Approve Minutes of the December 13, 2017 Meetings of the ICOC**

MSCU Gerken/Helvie that the Minutes of the December 13, 2017, meeting of the ICOC be approved as presented.

Mr. Esquivel noted a correction to the number of the Agenda.

5. Modernization of Harborside, Karl H. Kellogg, and John J. Montgomery Elementary Schools

Mr. Esquivel drew the Committee's attention to the handouts in their packets, which included a copy of Board of Education Agenda Item 6.6 related to the February 14, 2018, approval by the Board of 11 of 14 Prime Bid Packages and rejection of Bid Packages 3, 5, and 9, as well as a copy of 2018-19 Modernization School Calendar, which was also approved by the Board. Mr. Esquivel explained that the three schools being modernized during the summer of 2018 will convert to a traditional September through June school calendar for 2018-19 school year.

Mr. Esquivel reviewed information contained in a PowerPoint presentation regarding the recent bid packages for the Proposition E summer 2018 modernization projects. Following a recap of the modernization schedule timeline, Mr. Valdez-Romero reviewed a summary of the scope of work for each construction bid package nos. 1-7 (demolition and hazardous abatement; asphalt, paving, and striping; concrete, grading, CMU, site furnishings, structural steel, miscellaneous metals, and fencing; landscape and irrigation; rough carpentry, finish carpentry, and sheet metal and roofing). Mr. Kuhle then reviewed bid packages 8-11 (doors, frames and hardware; glazing, windows and storefront; finishes; and specialties). Mr. Heredia gave detail regarding bid package nos. 12 and 13 (HVAC and controls, and plumbing and underground utilities). Mr. Valdez-Romero finished the summary with bid package no. 14 (electrical and low voltage). Mr. Esquivel pointed out that electrical does not include light fixtures, which are being replaced by Ameresco, Inc., using Proposition 39 funding.

Ms. Juarez asked if technology equipment (desk top computers, etc.) would also be replaced. Ms. Pering responded that technology equipment is not covered by the Proposition E bond language and that replacement of that equipment is a site decision dependent upon their budget. Mr. Esquivel pointed out that the District has provided laptops to each third through sixth grader in the District under different funding.

Ms. Gerken Rios asked if any solar panels are included in this project. Mr. Esquivel explained that the District's plan is to install the energy efficient lighting to reduce wattage use as much as possible before moving to solar panels.

Mr. Esquivel reviewed the Bid Results from the January 11 and 18, 2018, bid openings. Dr. Gerken asked why bids were accepted for package nos. 8 and 14,

which were 37% and 24% over the engineer's estimate. Mr. Kuhle replied that based on the market for those particular packages, the likelihood of receiving a higher or unqualified bid increased. These bids were also submitted by qualified good contractors who can handle three schools at one time. Accordingly, it was determined that these bids were acceptable.

Dr. Gerken then asked why, conversely, bid package nos. 3, 5, and 9 were rebid. Mr. Kuhle replied that it was felt that the District could get better bids by rebidding those particular packages based on the contractors currently in the field.

Mr. Esquivel went on to explain that the Engineer's Estimate had been revised to include alternates, unit price, and allowances to reach terms included in low bids. Mr. Kuhle elaborated, explaining that they start with the base bid, then build in allowances for unforeseen conditions, as well as unit pricing on some contracting (list of typical materials to lock in cost at bid time). These are then built into the base bid and allow the District to hold the contractor accountable.

Mr. Lien asked why the bids on bid package nos. 6 and 12 are so much lower than the Engineer's estimate. Mr. Kuhle explained that they called each contractor to review the scope of work to make sure they included all of the work required, and were satisfied that the bid met the requirements of the job. Mr. Kuhle did not know why the Engineer's Estimate was so much higher than the bids, but went on to list all of the possible variables involved in the Engineer's estimate. For example, how many hours a task takes would vary depending on who was doing it. The Engineer could estimate a certain amount of time, but the contractor may have a more efficient method.

Ms. Juarez questioned how that could be with bid package no. 12, the HVAC and Controls bid package, since it seems that much of that would be equipment, which would be a known cost. Mr. Kuhle replied that Jackson & Blanc (the lowest bidder) is a very reputable company that Balfour Beatty has worked with many times. Balfour Beatty is satisfied that the bid included everything and they have confidence in the company.

Mr. Esquivel commented that final bid results for bid package nos. 3, 5, and 9 are pending Board of Education approval at the March 7, 2018, Board meeting.

Dr. Gerken noted that the total of all bids are 6% over the total Engineer's estimate. Mr. Esquivel replied that she is correct.

Ms. Juarez asked if there is a break out of the bids by school. Mr. Kuhle replied that he could provide that at the next meeting. Ms. Juarez asked if there were any "aha" moments of things being skewed from what was expected. Mr. Kuhle replied no.

Mr. Esquivel reviewed the other costs involved, including the energy efficient lighting, which is being paid from Proposition 39 funds, soft costs, and furniture, fixtures and

equipment. Ms. Pering listed items included in “furniture, fixtures and equipment”, including classroom desk and chairs, 70” TV, white board wall, book shelves, and administration furniture for Montgomery.

Mr. Esquivel then reviewed how the modernization projects are being funded, including the Series C General Obligation Bond, Proposition 39 Energy Efficient Grant, and Capital Facilities Funds. He noted that prior to the bidding process, it was estimated that there would be approximately $16 million left to fund the last two schools in the summer of 2019. After the bidding process, that estimate dropped to approximately $11 million. Mr. Esquivel explained that the District is working with the architect to layer the final modernization projects, possibly breaking them into phases in order to complete them over time, rather than all in the summer of 2019. He noted that the District is looking at a possible extension of the 1998 General Obligation Bond, but that would have to go to the voters for approval first.

Ms. Pering outlined the process for site preparation for construction, including installation of storage containers on the sites to receive furniture, boxes, etc. Crews will move in starting at 3:00 p.m. on June 1st, 2nd and 3rd to empty the school sites.

Mr. Esquivel explained that the administration building at Montgomery will still be under construction when school begins in September, with an anticipated completion in October. The administration staff will be house in an alternate location on campus until the new building is ready. The cost to make the existing building ADA compliant was equal to or greater than demolishing the old building and erecting a new one. Therefore, it was determined that building a new administration building is in the best interest of the school site.

6. **Form 700, Statement of Economic Interests**

Mrs. Brannen reviewed the Form 700 information. Mr. Smyth and Ms. Juarez were appointed to the ICOC after October 1, 2017, and will not need to complete another form. All other ICOC members are required by law to complete the Form 700 and return it to Mrs. Brannen no later than April 2, 2018.

7. Discussion: Annual Report to CVESD Board of Education June 20, 2018

Mr. Esquivel informed the ICOC that part of the ICOC’s duties is to prepare an annual report to the Board of Education. Mr. Esquivel will work closely with Mr. Hurtado-Prater to prepare the report. The ICOC members will have input into the Annual Report. More details will be provided at the next ICOC meeting.

8. Approve Meeting Dates

Mr. Esquivel proposed April 18, 2018, as the next regular meeting, and a May special meeting date of May 2, 2018, to be the date of site pre-modernization walkthroughs. The ICOC agreed, and the Committee will meet at the Board Room at 9:00 a.m. on

May 2, 2018, and then proceed to the schools sites, with a follow up meeting back in the Board Room after the walk throughs. A post-modernization walk through will also be scheduled for September 2018. Dr. Gerken encouraged everyone to take the morning off to go on the walk throughs.

MSCU Gerken/Helvie to approve the following meetings dates:

April 18, 2018	*Regular Meeting*
May 2, 2018	*Special Meeting (Pre-Modernization Site Visits to Harborside, John J. Montgomery, and Karl H. Kellogg Elementary School)*
September 19, 2018	*Special Meeting (Possible Post-Modernization Site Visits to Harborside, John J. Montgomery, and Karl H. Kellogg Elementary Schools)*

9. Other Items/Open Discussion

None.

10. Adjournment

Mr. Strayer adjourned the meeting at 6:55 p.m.

OE:lb