Simi Valley Schools
SIMI VALLEY UNIFIED SCHOOL DISTRICT

Measure X – CBOC

CITIZENS' BOND OVERSIGHT COMMITTEE

Royal – Campus Tour (meet at Main Office) followed by Meeting in CSI Room
1402 Royal Avenue
Date: September 4, 2024
Time: Tour begins at 5:30 pm; Meeting to follow at 6:00 pm

Please contact lori.rubenstein@simivalleyusd.org if you wish to attend this meeting and have not been invited.

Meeting Minutes - September 4, 2024

I. Call to Order **Time 6:16 p.m. by Rebecca Hopkins**

II. Roll Call

Present:

Committee Members:
- Rebecca Hopkins, Chair
- Jonathan Bonesteel, Vice Chair
- Omar Noorzai, Secretary
- Larry Borovay (Left at 6:47 p.m.)
- Jay Patel
- Josh Platten
- Steve Silverman

Other Attendees:
- Lori Rubenstein, Bond Program Manager
- David Pegg, Construction Project Manager
- Jake Finch, Public Information Officer
- Debbie Nelson, Administrative Asst. for Bond

Absent:

- Elisse Sherman, Publicity Chair
- Ron Todo, Asst. Superintendent of Business & Facilities
- Pedro Avila, Director of Facilities and Planning

III. Pledge of Allegiance: **Lead By: Rebecca Hopkins**

IV. Approval of minutes: May 15, 2024

Motion: Josh Platten Second: Omar Noorzai Vote: 7/0 – Motion Passed

V. Public Comments

None.

VI. Information Items

a) Ongoing Projects:

Big Springs – Classroom Renovation – Design
Garden Grove – Floor Abatement – Close Out

Garden Grove – Classroom Renovation – CD's
Hollow Hills – Classroom Renovation / Floor Abatement – Design
Park View – Classroom Renovation – Close Out
Royal – Classroom Renovation – Construction
Royal - MPR – Close Out
Simi Valley – Girls' Locker Room – Close Out
Simi Valley – Boys' and Girls' Locker Room Project – Close Out
Simi Valley – Kitchen – Close Out
Simi Valley – MPR Demo – Close Out
Simi Valley – Main Quad Landscape Improvements & Shade Structures – Close Out
Sycamore – Floor Abatement – Close Out
Sycamore – Classroom Renovation – CD's
Township – Classroom Renovation / Floor Abatement - Design
Campus Wide Notification Project – Phase 1 – Vista ES – Completed
Phase 2 – Royal HS – Construction
Phase 3 – Park View ES – Close Out
Phase 4 – 3 Sites – Sinaloa, Valley View, Hillside - Construction
Phase 5 – Simi Valley HS, Santa Susana HS, Township ES, Hollow Hills ES – Bidding
Future Phases - All Remaining Sites

Before beginning the review of the list of projects, Ms. Rubenstein pointed out to the committee that the Simi Valley HS MPR, which is in the design phase, was inadvertently omitted from the above list, and should be included.

Ms. Hopkins started things off by acknowledging that many projects on the September 2024 Board Agenda reflected money coming back to the District. Ms. Rubenstein explained that it was due to the contingencies and allowances that were not used during the construction of the projects and therefore they were being returned to the District.

In response to multiple questions regarding the SVHS MPR, Ms. Rubenstein stated that it is expected to go to DSA in November 2024, begin construction in June of 2025, and has a completion date of March or April of 2027.

Mr. Bonesteel questioned the site lay out of the SVHS MPR in regards to the utilities and wanted to know who designed it. Ms. Rubenstein explained that originally, Tesla was going to move the location of their cables, however, due to an impasse between our contract and theirs, this couldn't be done. To remedy the situation, our architects were able to design a way to build over their cables, however, there remained an issue of access for future repairs. Ultimately, it was decided that the best path forward was to move the construction of the building over 10 feet to allow for future cable access. Mr. Bonesteel further questioned whether the existing slab was staying, to which Ms. Rubenstein replied that it was only until the start of the demo.

Mr. Patel inquired about the Lease Leaseback (LLB) process and how it works. Ms. Hopkins explained that as she understood it, the contractor leases the construction site for the duration of the work being done. Ms. Rubenstein added that it's a delivery method of construction whereby a Request for Qualifications (RFQ) goes out and any contractors interested in the project can submit their proposal. Out of those that are deemed qualified, one is then chosen for the project.

Mr. Patel queried if the price was fixed, to which Ms. Rubenstein explained that it is not. There are preconstruction costs (during which the architect works with the contractor) and there is the Guaranteed Maximum Price (GMP) which the contractor determines based on their experience with the project during the preconstruction phase, and which cannot be exceeded. Mr. Patel asked if there was a buffer fixed into the GMP, to which Ms. Rubenstein explained there is, but the contractor is extra aware of the requirements of the project since they've been a part of the project from the beginning. She further stated that as part of the contract, the contractor leases the work site from us for the duration of the construction, but then it reverts back to the District once complete.

Mr. Patel asked what the benefit was to a LLB. Mr. Bonesteel responded that there's a sharing of the risk of the project between the contractor and the owner. Mr. Patel requested further clarification regarding whether it's just one contractor performing all of the work. Ms. Rubenstein stated that the general contractor will send out notices asking for subcontractors to bid on various aspects of the project, similar to a traditional bid. The difference is in LLB the District is included in the process of selecting the subcontractors and, can choose the subcontractor that is the best value for the project, not necessarily have to go with the lowest bidder. Additionally, on a LLB, all contractors and subcontractors must be prequalified 15 days before the bids are due and they must meet our stringent safety rating requirements.

Mr. Pegg redirected the conversation back to Mr. Patel's original inquiry about pricing and the reason the District is able to get money back on a project. Mr. Patel expressed that the job must be getting done incorrectly if the District is receiving money back, to which Ms. Hopkins, Mr. Bonesteel, and Ms. Rubenstein disagreed. Mr. Bonesteel explained that it's better than having to go to the Board to request more money when issues arise. Ms. Rubenstein added that if there were no contingencies, we would have to have multiple change orders and by law they can't go above 10% of the contract price. Mrs. Finch added that there isn't an unlimited pot of money to draw from. Mr. Bonesteel likened it to having an emergency fund, and stated that it's required by law. Ms. Hopkins explained that the GMP has the emergency fund built into it which is good. Ms. Rubenstein explained that the RHS MPR was done via traditional bid and that no one knew what they were going to find behind the walls or the condition of the building when the project was started. Because of that, we almost ran out of contingency money due to the law that states that change orders cannot exceed 10% of the contract amount. Mr. Silverman questioned if the contractor is aware of the contingency amount and if they might want to refund it at the end as good business practice. Ms. Rubenstein and Mrs. Finch said that they are.

VII. Discussion Items

a) Communication

The publicity Chair, Mrs. Sherman, was absent, however, Mr. Bonesteel shared that he took pictures of the site during the tour for her.

VIII. Action Items

a) Membership Categories

SimiValleySchools
SIMI VALLEY UNIFIED SCHOOL DISTRICT

Citizens Bond Oversight Committee (CBOC)
Measure X

Members	TERMS						DATE		Position Held	REQUIRED CATEGORIES					
	Term #1		Term #2		Term #3										
	One (1) Year	Two (2) Year	One (1) Year	Two (2) Year	One (1) Year	Two (2) Year	Date Started	Date Ended		Local Business Org.	Senior Citizens Org.	Bona-fied Taxpayers Org.	Parent/ Guardian of Child Enrolled in District	Parent/ Guardian of Child Enrolled in District and Active in PTA or School Site Council	At-Large Community Member
Jonathan Bonesteel		X		X			11/21/22	11/30/2026	Vice Chair				X	X	
Larry Borovay		X		X			06/14/22	6/24/26		X					
Rebecca Hopkins	X			X		X	08/17/21	9/30/26	Chair			X	X		
Omar Noorzai	X		X		X		08/17/21	9/30/24	Secretary				X	X	X
Jayesh Patel		X		X			08/17/21	9/30/25							X
Josh Platten	X		X		X		08/17/21	9/30/24					X		
Elisse Sherman		X					11/15/22	11/30/24	Publicity Chair				X	X	X
Steve Silverman		X					12/12/23	12/12/2025			X				

California Education Code 15282: The Committee shall consist of at least seven (7) members, who shall serve for a minimum term of two years and for no more than three consecutive terms. Committee shall have one member from each of the REQUIRED CATEGORIES

(1) Parent or Guardian of a Child Enrolled in the District
(1) Parent or guardian of a child enrolled in the District and active in a parent - teacher organization, such as P.T.A
(1) Active in a buisness organization representing the buiness community located in the District
(1) active in a senior citizens' organization
(1) acative in a bona-fide taxpayers association
(2) members of the community at large

A majority of the number of Committee members shall constitute a quorum for the transaction of any business

Ms. Rubenstein reminded everyone that Omar Noorzai and Josh Platten term out this month. Because of this, there will be a need to actively recruit new members before the next CBOC meeting.

Ms. Hopkins thanked Mr. Noorzai and Mr. Platten for their service and stated that she appreciated their time serving on the committee.

b) CBOC Officers for next year

Secretary
Publicity Chair

A motion was made to table this item until the November 2024 meeting due to two members terming out this month and the absence of the current Publicity Chair.

Motion: Josh Patel Second: Jonathan Bonesteel Vote: 6/0 – Motion Passed

c) Shortening of the Expenditure Report

Ms. Rubenstein displayed the current Expenditure Report, which reflected the total of expenditures though December 2022 at the top with the newer expenditures listed individually below, as well as an example of what a shortened one would look like if we updated the total at the top through 6/11/24 with the more current expenditures listed below. Ms. Hopkins suggested that it be done by fiscal year. Mr. Bonesteel suggested current fiscal year only. It was decided that it should begin with the June 2024 Board of Education (BOE) Meeting.

Motion to shorten the Expenditure Report so that the current list starts with the June 2024 BOE meeting expenditures, with the total of previous expenditures at the top of the list before the more current expenditures listed below.

Motion: Jonathan Bonesteel Second: Josh Platten Vote: 6/0 – Motion Passed

IX. New Business

None.

X. Next Meeting

Date: November 13, 2024 **Time:** 6:00 pm **Location:** District Office – Training Room

XI. Other Business

a) Regular Board of Education meetings:

September 10, 2024; October 15, 2024;
November 19, 2024; December 17, 2024

b) Upcoming CBOC meetings:

November 13, 2024; March 19, 2025; May 28, 2025

XII. Adjournment

Time: 6:59 p.m. by Rebecca Hopkins

Motion: Jonathan Bonesteel Second: Omar Noorzai Vote: 6/0 – Motion Passed

NOTICE: The School District accommodates individuals with disabilities. Forty-eight hour advance notice is required to meet special needs for public meetings. Upon written request, materials in alternate formats will be provided for individuals with disabilities. Please contact the Bond Program Manager, 306-4500 ext. 4461.