

**RIVERSIDE UNIFIED SCHOOL DISTRICT
OPERATIONS DIVISION**

Operations/Board Subcommittee Meeting

October 1, 2015

Time: 9 a.m. to 11 a.m.

Conference Room 3

3380 14th Street, Riverside, CA 92501

A G E N D A

As required by Government Code 54957.5, agenda materials can be reviewed by the public at the District's Administrative Offices, Reception Area, First Floor, 3380 Fourteenth Street, Riverside, California.

Public Input

The subcommittee will consider requests from the public to comment. Comments should be limited to three minutes or less. If you wish to address the subcommittee concerning an item already on the agenda, please indicate your desire to do so on a provided card. You will have an opportunity to speak prior to the subcommittee's deliberation on that item.

Pursuant to Section 54954.2 of the Government Code, no action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of the Subcommittee or staff may briefly respond to statements made or questioned posed by persons exercising their public testimony rights. Discussion of items brought forward that are not on the agenda shall be considered for future agendas by the Subcommittee Chair.

Action/Discussion Items

The following agenda items will be discussed and the Subcommittee members may choose to introduce and pass a motion as desired.

1. Approval of Minutes

The Subcommittee will be asked to approve the minutes of the August 7, 2015, meeting.

2. Community Facilities District(CFD) No. 32

The residential development is located in the Lake Mathews area east of McAllister Street. This request is for the formation of a Community Facilities District to fund school facilities and water/sewer/road infrastructure. Staff will explain the steps of the formation process and the specific details of this CFD.

This item is for information only since resolutions and agreements to support the processing of this CFD will be presented to the Board of Education for approval in November and December.

3. Process for Selecting EMS System for Riverside Polytechnic High School HVAC Project

Staff will present a recommendation to initiate a process to select the lowest contractor bid containing specific and critical equipment that conforms to the district standard relative to data processing equipment. This process is new to the district, but supported by the Public Contracting Code. This process is endorsed by our legal counsel.

Staff will request the support of the subcommittee to approve utilization of this section of the Public Contracting Code that permits selection of a contractor specifying district standardized equipment.

4. Resolution for Change Order for Fire Alarm System Replacement at William Howard Taft Elementary School

The electrical subcontractor of the project was required to install new conduit since the existing conduits were not satisfactory. Since the value of the work exceeds the 10% change order limit, a resolution permitting this change order is necessary.

Staff is requesting that the subcommittee support this resolution to process the change order for the needed work.

5. Announcement of Newly Acquired Properties

At the August 7, 2015 meeting, the subcommittee asked for signage and posting, on the district website, of the acquisition of the property at Central and Victoria Avenues and the Citrus Grove property on Wood Road adjacent to Martin Luther King High School. Upon discussion at the Superintendent's Executive Cabinet meeting, it was determined that the Board of Education should be presented with these requests for approval.

It is requested that the subcommittee support this direction.

6. Draft Board of Education Policy – Utilization of Energy Rebates

As requested at the last subcommittee meeting, staff will present a draft policy regarding the recommended use of energy rebate funds.

It is recommended that the subcommittee review the draft, suggest any changes, and finalize a version for presentation to the Board of Education.

Conclusion

7. Subcommittee Members Comments

Adjournment

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Conclusion

7. Subcommittee Members Comments

Adjournment

**Riverside Unified School District
Operations Division
Operations/Board Subcommittee Meeting
August 7, 2015
10:30 a.m. – 12:30 p.m.
Conference Room 3
3380 14th Street, Riverside, CA 92501**

MINUTES

As required by Government Code 54957.5, agenda materials can be reviewed by the public at the District's Administrative Offices, Reception Area, First Floor, 3380 Fourteenth Street, Riverside, California.

CALLED TO ORDER: 10:30 a.m. by Mr. Hunt

PRESENT: Tom Hunt, Brent Lee, and Kirk Lewis

Also present were Kevin Hauser, Marta Nelson, Jeremy Standerfer, and Marlene Yrungaray (Recorder).

Action/Discussion Items

1. Approval of Minutes

Mr. Hunt moved and Mr. Lee seconded to approve the minutes of the July 7, 2015, meeting as presented.

2. Riverside STEM Academy Traffic Plan

Staff reported to the subcommittee that they are working with the City Traffic Engineer staff, RPD Traffic, Councilmember Melendrez and STEM staff to develop a comprehensive traffic plan. District Staff provided the subcommittee with maps, diagrams, and pictures and reviewed the options under consideration.

One of additional issues brought up was that students are not crossing the street safely. Mr. Hunt suggested that a crossing guard would be able to help train the students to use the crosswalk and the parents to drop their students off at a specific location instead of at the front of the school. Marta Nelson explained that the City only allows RUSD a certain number of crossing guards and there are other sites that have a greater need than STEM. Mr. Hunt still thought that one there, even if for a very limited time, would be beneficial.

Of the options discussed, it was felt that staggered beginning/dismissal times would be one of the best solutions. It will present some scheduling challenges, but staff is working on finding options to make it work. This, combined with other alternatives, will hopefully create a satisfactory solution.

Staff will meet with the Core Resident Group on Monday, August 10th, will present the Draft Traffic Plan, and will ask for their input. Staff will then meet with the City group for the 4th time. All of the input will be considered and a modified plan will be presented to a larger resident group. Mr. Hunt expressed an interest in attending the larger residence meeting and asked Dr. Lewis to see if Patricia Lock-Dawson will be attending and to brief her on the subcommittee discussion.

There will be a carefully crafted message from Principal Dale Moore eliciting cooperation from the parents and students once a plan is finalized.

Subcommittee members thanked staff for the clear and thorough presentation.

3. Signage for Newly Acquired Property

Subcommittee and staff discussed how the public should be informed about the acquisition of the two new pieces of property adjacent to King High School and the corner of Central and Victoria avenues.

Subcommittee members recommended that Justin Grayson put out a press release regarding the purchase of the properties including names of Board members and the Superintendent. They would like to see signs on both properties that will include the names of current Board members and Superintendent, wording such as “future home of RUSD growth” or “future home of an innovative site to support RUSD students”, and recognition for the sellers. They also suggested to include a “thank you” to Steven Walker Communities for the Central/Victoria avenues property and to the Gless family for the Wood Road property, and possibly add something about the history of the property. Subcommittee members asked Dr. Lewis to draft a sample and bring to the next Subcommittee Meeting.

4. Use of Utility Rebate Funds

Mr. Hunt requested that Dr. Lewis explore creating a Board Policy that would earmark utility rebate funds for energy related projects or possibly a portion of them be used for enhancing the professional image of all of the classified staff. Mr. Hunt and Mr. Lee like the shirts that Maintenance and Operations are wearing and would like to see it carried further (polo shirts, jackets, badges for the number of years worked, etc.).

It was requested that Dr. Lewis meet with Mays Kakish and bring some possible policy language to the next subcommittee.

Public Relations

4. Unscheduled Communications

There were no comments from the public

5. Subcommittee Members Comments

There were no comments from subcommittee members.

Adjournment

The meeting was adjourned at 12:10 pm.

Riverside Unified School District Operations Division – Planning and Development

3070 Washington Street, Riverside, CA 92504-4697 • (951) 788-7496 • (951) 778-5646

COMMUNITIES FACILITIES DISTRICT #32

- Developer: Lennar Homes
- Development name: **Citrus Heights**, Track # 36390
- Located in the County of Riverside
- 106 acres
- 343 Homes
- Cost range \$500,000 - \$700,000
- Grand opening in February
- Projected sales and build out two to two and a half years
- East of McAllister Street and SW of Van Buren Blvd
- Total CFD: \$20,355,000
 - o RUSD Dollars: \$6,610,520
- \$50,000 deposit received on 9/17/2015
- Joint Agencies:
 - o Water District \$4,795,584
 - o County of Riverside \$5,819,837
 - o City of Riverside \$3,129,059

Schools of Attendance

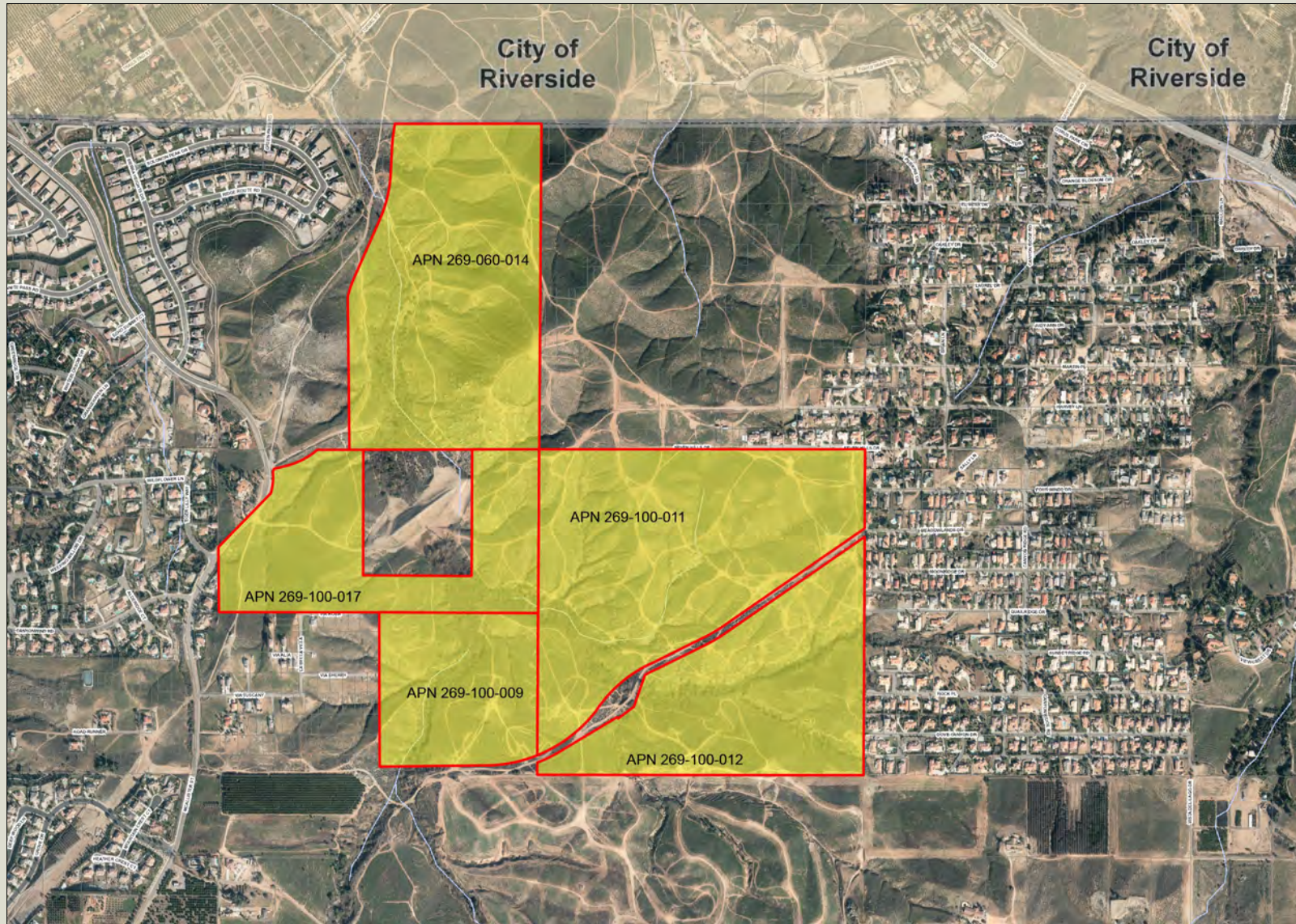
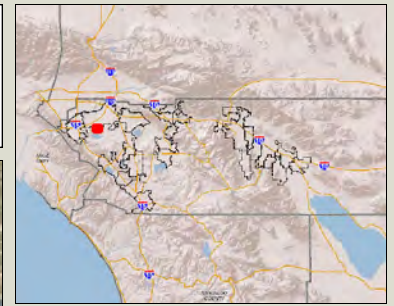
Possible Student Enrollment Impact

- | | |
|-----------------------------|-----|
| • Lake Mathews and Harrison | 133 |
| • FAMMS | 35 |
| • Arlington | 17 |

Required Steps to Form CFD #32 – Board of Education Dates

- | | |
|---|------------------|
| <ul style="list-style-type: none"> • Adoption of Resolution of Intention to Incur Bonded Indebtedness <ul style="list-style-type: none"> o Establishes boundaries o Designates CFD name o Identifies facilities o Declared intention to form CFD, levy tax, and issue bonds o Approves Rates and Measures o Approves Joint Community Facilities Agreement o Approves Deposit and Reimbursement Agreement | November 2, 2015 |
| <ul style="list-style-type: none"> • Resolution Declaring Necessity for proposed CFD <ul style="list-style-type: none"> o Adoption of Resolution of Formation for CFD #32 o Approve CFD Mitigation Agreement | December 7, 2015 |

RUSD Boundaries of CFD 32



Legend

- Display Parcels
- City Boundaries
- Cities
- roadsanno
- highways
- HWY
- INTERCHANGE
- INTERSTATE
- OFFRAMP
- ONRAMP
- USHWY
- counties
- cities
- hydrography
- lines
- waterbodies
- Lakes
- Rivers



0 1,511 3,022 Feet



IMPORTANT Maps and data are to be used for reference purposes only. Map features are approximate, and are not necessarily accurate to surveying or engineering standards. The County of Riverside makes no warranty or guarantee as to the content (the source is often third party), accuracy, timeliness, or completeness of any of the data provided, and assumes no legal responsibility for the information contained on this map. Any use of this product with respect to accuracy and precision shall be the sole responsibility of the user.

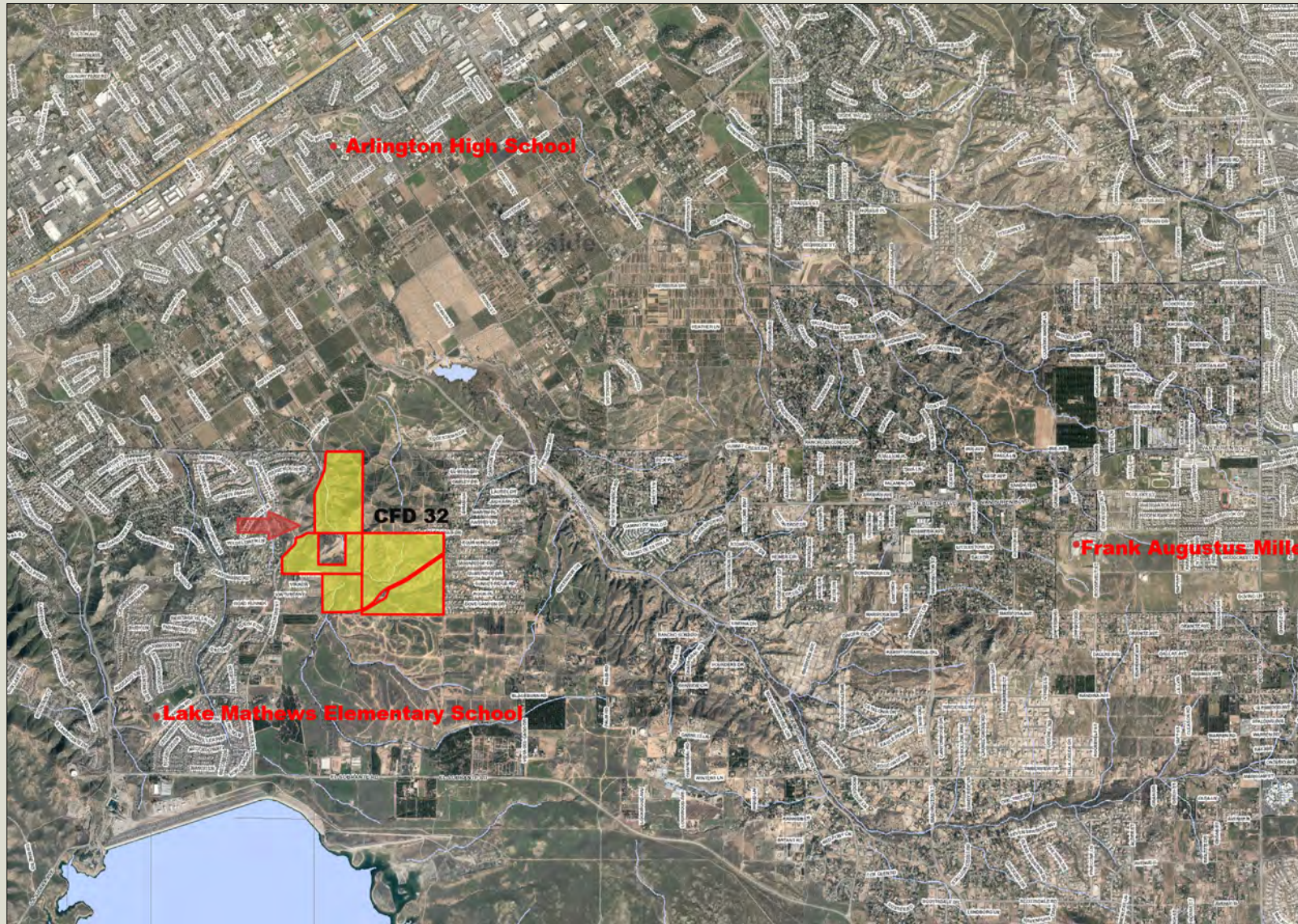
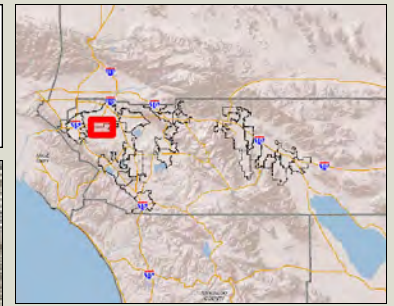
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Notes

Developer: Lennar Homes
 Acres: 106
 Homes: 343
 Schools: Arlington, Miller, Lake Mathews

RUSD Boundaries CFD 32



Legend

- City Boundaries
- Cities
- highways_large
 - HWY
 - INTERCHANGE
 - INTERSTATE
 - USHWY
- majorroads
- counties
- cities
- hydrographylines
- waterbodies
 - Lakes
 - Rivers



0 6,044 12,089 Feet



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RIVERSIDE UNIFIED SCHOOL DISTRICT OPERATIONS DIVISION – FACILITIES PROJECTS

3070 WASHINGTON STREET, RIVERSIDE, CA 92504-4697 • 951-788-7496, x 84704
KEVIN HAUSER • ASSISTANT DIRECTOR • KHAUSER@RUSD.K12.CA.US

October 1, 2015

Process for Selecting EMS System for Riverside Polytechnic High School HVAC Project

District staff wishes to procure the Energy Management System (EMS) controls for upcoming large HVAC projects under Public Contract Code PCC §20118.1, which states:

“The governing board of any school district may contract with an acceptable party who is one of the three lowest responsible bidders for the procurement or maintenance, or both, of electronic data-processing systems and supporting software in any manner the board deems appropriate.”

Legal council has advised that since the EMS controls are a digital entity that utilizes computers, software, programming, Cat. 6 cabling, and digital communication, it qualifies as a “data processing system” for procurement under §20118.1, and has recommended utilizing this statute for procurement.

The procedure for bidding would be as follows: EMS controls will be bid as a separate category, with Siemens controls listed in the bid specifications, along with an “or equal” clause. Contractors will be allowed to request a substitution, which must be submitted prior to bid opening to allow the district to evaluate the request. Contractors will also be notified that the project will be awarded per PCC §20118.1 and that the board can award to one of the three lowest responsible bidders.

Upon close of bids, district staff will forward the three lowest bids to the Board of Education with a recommendation of which bidder to award to. From this point on the contract and execution will be identical to conventional bids.



Riverside Unified School District

3380 14th Street • Riverside, CA • 92501

Board Meeting Agenda August 17, 2015

Topic: Resolution No. 2015/16-XX – Resolution of the Board of Education of the Riverside Unified School District Approving Change Order #2 For Apple Valley Communications, Inc. for the Fire Alarm System Replacement at Taft Elementary School, Bid Number 2014/15-32

Presented by: Kirk R. Lewis, Ed.D., Assistant Superintendent, Operations

Responsible
Cabinet Member: Kirk R. Lewis, Ed.D., Assistant Superintendent, Operations

Type of Item: Consent

Short Description: The Board will be asked to adopt a resolution to approve Change Order #2 for Apple Valley Communications, Inc. for the Fire Alarm System Replacement at Taft Elementary School, Bid Number 2014/15-32, in excess of 10% of the contract.

DESCRIPTION OF AGENDA ITEM:

During the complete replacement of the fire alarm system at Taft Elementary School, the project contractor discovered that some of the existing conduits were not as large a diameter as was listed on the as-built drawings, preventing the installation of the required wiring per plan. It was also discovered that a critical underground conduit was crushed, preventing the removing of existing wiring and installation of new wiring. The needed corrective work was completed prior to the start of school.

The cost of the requested change order is \$37,341.00, which in itself was above the 10% change order limit of the \$167,395 contract afforded by Public Contract Code section 20118.4. The project electrical engineer has confirmed that the work was required to complete the contract, and that the cost was reasonable.

District staff is recommending that the change order be approved because: (1) the work was required; (2) the district is receiving benefit from the work; (3) the specialized nature of the project; (4) the short time frame for the work to be completed; and (5) the engineer's statement of reasonableness of the cost.

Legal counsel has advised passing a resolution wherein the Board approves a change order for the additional work done would be the most efficient and cost-effective manner in ensuring payment for the additional work that was done. It was also highly unlikely that any competing contractor could submit a lower bid than the actual costs incurred by the project contractor, making

competitive bidding a “futile effort”, which constitutes grounds for exemption from competitive bidding under California law (Graydon v. Pasadena Redevelopment Agency (1980) 104 Cal. App. 3d 631, 164 Cal. Rptr. 56).

A previous District-authorized change request has been submitted for \$9,672.00, making the total amount of changes over the 10% limit of the contract \$30,273.50.

District staff is requesting that Resolution No. 2015/16-XX – Resolution of the Board of Education of the Riverside Unified School District Approving Change Order #2 For Apple Valley Communications, Inc. for the Fire Alarm System Replacement at Taft Elementary School, Bid Number 2014/15-32 be approved.

FISCAL IMPACT: \$37,341.00.

RECOMMENDATION: This is a report only item. No action is required.

ADDITIONAL MATERIAL: It is recommended that the Board of Education approve Resolution No. 20154/16-XX.

Attached: Yes

RIVERSIDE UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 2015/16-XX

**RESOLUTION OF THE BOARD OF EDUCATION OF THE RIVERSIDE
UNIFIED SCHOOL DISTRICT APPROVING CHANGE ORDER #2 FOR
APPLE VALLEY COMMUNICATIONS, INC. ON THE FIRE ALARM
SYSTEM REPLACEMENT AT TAFT ELEMENTARY SCHOOL, BID
NUMBER 2014/15-32.**

WHEREAS, Apple Valley Communications was awarded Bid Number 2014/15-32 for the Fire Alarm System Replacement at Taft Elementary School, and;

WHEREAS, during the course of construction, existing conditions were discovered that necessitated additional work which the contractor had familiar knowledge of and immediate capacity to execute, and;

WHEREAS, California law excuses districts from the conduct of formal competitive bidding and advertising of public works where the nature of a contract or project is such that competitive proposals would be unavailing or would not produce an advantage, thereby rendering any formal advertisement for competitive bidding under the Public Contract Code a “futile effort” (Graydon v. Pasadena Redevelopment Agency (1980) 104 Cal. App. 3d 631, 164 Cal. Rptr. 56);

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS: The Board of Education of the Riverside Unified School District approves Change Order #2 for Apple Valley Communications, Inc. on the Fire Alarm System Replacement at Taft Elementary School, Bid Number 2014/15-32.

PASSED AND ADOPTED by the Board of Education of the Riverside Unified School District at its regular meeting held on October 5, 2015, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Brent Lee, Clerk Board of Education

Dated: _____



POLICY

Board of Education
Riverside Unified School District

ITEM #6

Utilization of Energy Rebates

Purpose:

To provide the Board of Education's philosophy regarding the need for reinvesting energy rebate funds on additional energy conservation projects.

Position:

The Board of Education expects that there will be an ongoing interest and priority to develop and implement energy conservation projects that will reduce utility costs impacting the general fund.

1. The Superintendent or designee shall seek available energy rebate opportunities from utilities and other grant resources.
2. The Superintendent or designee shall regularly confirm that, to the extent possible, energy savings projects such as the replacement of old, worn-out equipment with high energy efficient equipment will actively be considered in the design of all facility renovation projects.
3. To further support the reduction of utility costs, the Superintendent will designate that all energy rebate funds will be specifically earmarked for additional energy efficiency projects.
4. The Superintendent or designee, at their discretion, may assign a portion of the rebate funds towards professional attire for classified staff members.

Adopted: date