

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
AGENDA AND ORDER OF BUSINESS
Special Meeting, Thursday, June 22, 2023**

**Baden High School - Gymnasium
825 Southwood Drive, South San Francisco, California**

The Board of Trustees invites the community to participate in this meeting in-person.

The Board meeting will be streamed live and you can view it by visiting this web page streaming link: <https://www.ssfusd.org/apps/pages/onlineboardmeeting>

OPEN SESSION - immediately following the regular meeting

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. PUBLIC COMMENTS**

To comment prior to the meeting:

Public comments may be submitted in advance of the meeting through the following link: <https://bit.ly/SpecialBoardMeeting6222023> beginning at 1:00 p.m. on Tuesday, June 20, until 3:00 p.m. on Thursday, June 22. These comments will be read by all Board members and posted on the District website's 2022-23 Board meetings at: <https://www.ssfusd.org/apps/pages/meetings>

Special Meeting Comments:

In accordance with the law, the Brown Act, during special meetings, public comments are limited to only those items on the agenda.

ACTION

PAGE

1. BUSINESS SERVICES

- a. Approval of Award of Contract to Agouti & Reilly for Alterations to ATP Portable** 1 - 2

Staff recommends the approval of the award of contract to Agouti & Reilly, in the amount of \$433,986, for alterations to the ATP portable at the Baden High School Campus, as presented to the Board.

PAGE

- b. Approval of Change Order #1 to the R&S Construction Management Inc. Agreement for the ECHS Pathway and Ramp Project** 3 - 6

Staff recommends the approval of Change Order #1 to the R&S Construction Management Inc. agreement, in the amount of \$31,076.85, for the ECHS Accessible Pathway and ADA Ramp project, as presented to the Board.

ADJOURNMENT

The agenda is available for review at the District's website: www.ssfusd.org (Click on *Board Meeting Agendas and Minutes*).

A recording is made of the Open Session of each meeting. Telephone--(650) 877-8705, Fax--(650) 588-8113 or e-mail: ncantley@ssfusd.org

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services
Wazi Chowdhury – Director of Facilities and Safety

DATE: June 22, 2023

RE: Approval of Award of Contract for Alterations to ATP Portables at Baden HS Campus Project #19-23

BACKGROUND:

The District Facilities Department received a request for additional spaces at the Baden HS campus to accommodate the increasing needs of the Adult Transition Program (ATP). The request came from the Special Education and Pupil Personnel, and the Educational Services departments.

Due to the substantial size of this project and short timeline, facilities staff is not able to do this work. PLUM Architect was retained by the District to design the renovation of one of the four old existing portables at the site. Following several meetings, the final agreed-upon program with the Principal at Baden and the ATP included additional improvements at the other three ATP portables on site. A total of four old portables are to be renovated for the program.

Following the California Public Contract laws, the project has been bid out with the required advertisements and site visits of prospective bidders. Contractors attended a Mandatory Pre-Bid conference held on June 8, 2023. Construction bids were opened on June 16, 2023. Two (2) contractors submitted bids. The bids received were as follows:

CWS Construction Group	\$625,000
Agouti & Reilly	\$433,986

The lowest responsive, responsible bidder is Agouti & Reilly.

FISCAL IMPLICATIONS:

By this action: \$433,986 to be paid from **the** Facilities Funds (Fund 40)

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees award a contract for construction for the "Alterations to ATP Portables", #19-23, to the lowest responsive, responsible bidder, Agouti & Reilly in the amount of \$433,986.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services
Wazi Chowdhury – Director of Facilities and Safety

DATE: June 22, 2023

RE: Approval of Change Order #1 to the contract of R&S Construction Management on the El Camino High School (ECHS) Accessibility Pathway and ADA Ramp Project

BACKGROUND:

The South San Francisco Unified School District awarded a contract for the ECHS Accessible Pathway and ADA Ramp project (07-23) to R&S Construction Management Inc. on March 31, 2023. The original contract award was for \$380,866.90. This project includes building a long concrete walkway and three (3) different ramps along with a new fencing bordering the City of Colma's Lawndale Drive.

The design was challenging, which included working with the City of Colma on its Right of Way to be able to provide the required width for the ramp. The approval process was also delayed at the Division of State Architect (DSA), which made the schedule very difficult.

Change Order #1 includes changes that had to be made to get the walkway ready for school graduation. There was some unforeseen scope of work, as well as omission on the school's desire to ply the electric cart through the final ramp at the football field. In order for the project to be completed to allow for its use by students and staff, the District staff has authorized the contractor to proceed with the changed scope of work. The Change Orders are not final until approved by the Board.

FISCAL IMPLICATIONS:

By this action: **\$31,076.85**. This will be paid from Fund 40.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve Change Order #1 to the contract with R&S Construction Management Inc. for the ECHS Accessible Pathway and ADA Ramp Project.

CHANGE ORDER FORM

South San Francisco Unified School District
 398 B Street
 South San Francisco, CA 94080

CHANGE ORDER NO.:
1

CHANGE ORDER

Project: El Camino HS Accessible Pathway and ADA Ramp
Bid No.: **07-23**

Date: 06/13/2023
DSA File No.: 41-H6
DSA Appl. No.: 01-120675

The following parties agree to the terms of this Change Order:

Owner: SOUTH SAN FRANCISCO
 UNIFIED SCHOOL DISTRICT

Contractor: R&S Construction Management _

Architect: 19Six Architects _____

Project Inspector: Erik Hebert _____

Reference	Description	Cost	Days Ext.
PCO #2 Requested by: Performed by: Reason:	Extra Ramp & Handrails associated with RFI #3 19Six Architects R&S Construction Inc. Ramp COR#2 -\$30,599.85 minus \$25K Allow	\$ 5,599.85	10
PCO #3 Requested by: Performed by: Reason:	Demo of existing asphalt Top Land Area A RFI #4 19Six Architects R&S Construction Inc. Extend conform area to achieve compliant grade	\$ 7,201.00	2
PCO #4 Requested by: Performed by: Reason:	Widen Ramp Area B for Golf Cart 19Six Architects R&S Construction Inc. District request for better Golf Cart Maneuverability	\$ 12,502	2
PCO #5 Requested by: Performed by: Reason:	asphalt Bottom Area B extend & AREA A conform 19Six Architects R&S Construction Inc. Compliant asphalt grades Graduation Day morning	\$ 5,774	0
Contract time will be adjusted as follows:		Original Contract Amount:	\$ 380,866.90
Previous Completion Date: <u>July 06, 2023</u>		Amount of Previously Approved Change Order(s):	\$0
<u>Fourteen (14) Calendar Days Extension</u>		Amount of this Change Order:	\$31,076.85
Current Completion Date: <u>July 20, 2023</u>		Contract Amount:	\$ 411,943.75

