

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
AGENDA AND ORDER OF BUSINESS
Special Meeting/January 19, 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. **It is strongly recommended that in-person attendees continue to wear a mask or face covering during the meeting.**

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>

This meeting will include closed captions.

OPEN SESSION - following the Regular Board Meeting.

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

For Items Not On The Agenda:

Public comment for items not on the agenda should not exceed 30 minutes. Public comments are limited to a maximum of three minutes per individual (per Board Bylaw 9323). In order to accommodate more speakers, the Board President may, at their discretion, limit the individual time per speaker to one or two minutes each if there are more than ten expected speakers.

To comment prior to the meeting:

Public comments may be submitted in advance of the meeting through the following link: <https://bit.ly/specialboardmeeting1923> beginning at 3:00 p.m. on Tuesday, January 17, until 3:00 p.m. on Thursday, January 19. 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>

To comment in-person during the meeting:

Public comments are limited to one to three minutes per individual (per Board Bylaw 9323). Name/address cards are placed in the back of the room to be completed and given to the secretary. The Board President will call upon individuals in random order who have requested to speak. Each person may only speak once, and is required to address the Board from the podium. The meeting is recorded and streamed live. Individuals may address the Board concerning school business not on the agenda, but public comment cannot be

acted upon or discussed by the Board unless placed on the agenda at a subsequent meeting, in accordance with the law, the Brown Act. The Board may request staff to respond orally at the meeting or in writing at a future time.

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.

The meeting is recorded and streamed live. Individuals may address the Board concerning school business not on the agenda, but public comment cannot be acted upon or discussed by the Board unless placed on the agenda at a subsequent meeting, in accordance with the law, the Brown Act. The Board may request staff to respond orally at the meeting or in writing at a future time.

ACTION

PAGE

1. BUSINESS SERVICES

a. Approval of Award of Contract for the Replacement of South San Francisco High School's M-Wing Roof

1 - 2

Staff recommends the approval of the award of contract to San Francisco Roofing Services, in the amount of \$81,500, for the SSFHS M-Wing roof replacement, as presented to the Board.

ADJOURNMENT

Pursuant to Government Code 54954.2, Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, should contact Nalani Allen-Cantley, Senior Executive Assistant to the Superintendent, at least three working days prior to the meeting at (650) 877-8705. Notification in advance of this meeting will enable the District to make reasonable arrangements to ensure accessibility.

The agenda is available for review at the District's website: www.ssfusd.org (Click on *Board, Meetings*).

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: January 19, 2023

RE: Award of Contract for Roof Replacement for South San Francisco High School M-Wing

BACKGROUND:

South San Francisco High School's M-Wing has some major roof leaks, resulting in flooding in the band room as well as the adjacent rooms whenever it rains. The roof requires immediate replacement to prevent additional damage to the interior of this wing. Currently, the band class, including the instruments, has to be relocated to another temporary room until the leaks are repaired.

The District solicited bids from four contractors and bids were opened on January 11, 2023. They are as follows:

SG Engineering, Inc.	\$123,898
Waterproofing Associates	\$ 94,600
San Francisco Roofing Services, Inc.	\$ 81,500
Pioneer Contractors, Inc.	\$117,455

The responsive and responsible bidder is San Francisco Roofing Services at \$81,500. San Francisco Roofing Services is based in San Francisco.

FISCAL IMPLICATIONS:

By this action: **\$81,500**. This will be paid from Facilities Fund 40 (Deferred Maintenance).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees award a contract to the lowest responsive, responsible bidder, San Francisco Roofing Services, for the SSFHS M-Wing roof replacement.