WCCUSD

CITIZENS' BOND OVERSIGHT COMMITTEE

MEETING PACKET FOR: JANUARY 13, 2020

1400 MARINA WAY SOUTH RICHMOND, CA 94804

NORMS OF BEHAVIOR

Every team has two components that team members must keep in mind if the team is going to succeed.

- The team must pay attention to the Committee's purpose.
- The team must also carefully shape and monitor the team process it uses to accomplish its purpose.

Team process includes:

- How team members interact with and communicate with each other
- How team members will be responsible and accountable for accomplishing the CBOC's purpose

These team norms or ground rules are established with all members of the team participating equally:

- Recognize cross-disciplinary interaction requires patience and openness to diverse perspectives
- All views are important
- Participation needs to be equitable and balanced
- Expect, respect, and accept disagreements
- Reducing defensiveness is the responsibility of all
- Be tough on issues not on each other
- Place cell phones on silent
- Read agenda packet before the meeting

CBOC Chair Don Gosney can be reached at:
Home Office: (510) 233-2060 Mobile: (510) 685-2403
email dongosney@comcast.net
CBOC members are requested to call or email if they are unable to attend a CBOC meeting

WCCUSD

CITIZEN'S BOND OVERSIGHT COMMITTEE

B A S I C P A R L I A M E N T A R Y P R O C E D U R E S

THE CBOC CONDUCTS THEIR AFFAIRS USING
ROBERTS RULES OF ORDER

All discussions and actions go through the Chair.

All actions require a MOTION and a SECOND before proceeding.

- Once a MOTION has been seconded, it then belongs to the body.
- There is no such thing as a friendly (or unfriendly) amendment. Amendments are made and seconded, discussed and then the amendment is voted on for acceptance or rejection.
- If an amendment is passed, then the AMENDED MOTION is voted on.

Motions and amendments need to be clear and concise in what is being discussed and voted on. The CBOC does not vote on general ideas—they vote on specific language. Words matter.

A MOTION TO END DEBATE must be seconded and requires a 2/3 majority for passage.

- A MOTION TO TABLE is used to postpone the vote on an issue until a later date.
- A MOTION TO TABLE **cannot** be used as a means to kill a motion—only postpone it.
- When a MOTION TO TABLE is made, it must also be stated when the item is to be removed from the table for a vote.

Motions require a simple majority (50%+1 of those voting) for passage.
An ABSTENTION does not count as a 'YES' or a 'NO' vote. An ABSTENTION is used to validate that a quorum exists.

A quorum (50%+1 of the total number of CBOC members) must be present to vote on any issue.

A MOTION TO ADJOURN is always in order.

CBOC TABLET INSTRUCTIONS

(Tablet Has Touchscreen Function)

In an effort to reduce costs, as an alternative to a printed agenda packet, pre-loaded tablets are provided to the CBOC members and the public. A limited number of printed packets are still made available for both the CBOC and the public.

Login: CBOC	**Password: cboc**

L O G I N

1. Power button is on the left side at the top. Press it for a few seconds and it should blink white . (Tapping on this button can also be used to revive the computer if sleeping.)
2. Press Ctrl-Alt-Delete
3. The CBOC user account should appear . Type cboc (all lower case) for the password and press ENTER.
4. Click the CBOC link on the desktop. This will open up the Google Drive folder.
5. Click anywhere in the icon and it will open the pdf within Chrome.
   a. single click (tap) on LINK to open back up documentation in a new tab

D O C U M E N T N A V I G A T I O N

Double Click/Tap—GOOGLE DRIVE LINK
Single Click/Tap on GOOGLE DOCUMENT—CBOC Packet Agenda
Single Click/Tap on LINK within the CBOC Packet Agenda—to OPEN DOCUMENT in NEW TAB
Return to GOOGLE DRIVE TAB for Agenda Packet
Right/Left Arrow—TO ACCESS ADDITIONAL DOCS (Not included in Agenda Packet)

CBOC TABLET CANNOT BE REMOVED FROM THE PREMISES

CBOC TABLET INSTRUCTIONS

(Tablet Has Touchscreen Function)

F A Q S

WIFI TROUBLESHOOTING

If the wifi is a problem (there's a wifi icon in the lower right on the login screen, also after you log in), you can click or tap this icon and select **WCCUSDADMIN** and press the Connect button
(the password is saved so it shouldn't ask you.) If that doesn't work, try **WCCUSDBYOD**.

ALTERNATIVE CBOC PACKET IN PDF WITHOUT LINKS

Click the CBOC pdf. The down arrow in the icon will download the pdf.
The download will appear on desktop.
Open the pdf (there is no link ability within the download file)

MAKE THE PDF LARGER

There's a magnifying glass icon in the pdf controls at the bottom, this will enlarge the pdf to fit the screen.

CBOC TABLET CANNOT BE REMOVED FROM THE PREMISES

WCCUSD
CITIZENS' BOND OVERSIGHT COMMITTEE

Guadalupe Enllana, Vice Chairperson | Don Gosney, Chairperson | Cameron Moore, Secretary

AGENDA

Monday January 13, 2020 at 6:15 PM

Note: Links in this document are PDFs on Google Drive. Clicking on the links should open the PDFs in a web browser on your computer. The full agenda packet may be viewed on the CBOC website or by clicking this link:

01.13.20 CBOC Agenda Packet

A) OPENING PROCEDURES

B) CALL TO ORDER/PLEDGE OF ALLEGIANCE

C) ROLL CALL

Sallie DeWitt, Don Gosney, Vanessa Hill, Lorraine Humes, Anton Jungherr, Cameron Moore, Guadalupe Enllana & Gregg Visineau
[8 members ~ 5 required for a quorum]

D) APPROVAL OF AGENDA

To discuss a Consent Calendar item, it must be removed from the agenda.

E) PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

Items already on the agenda may not be spoken on in this section. Speakers must fill out a Speaker Form with the appropriate agenda item listed. Speakers will be allowed three minutes.

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WCCUSD
CITIZENS' BOND OVERSIGHT COMMITTEE

D I S T R I C T R E P O R T S

F) BOND PROGRAM PROJECTS STATUS and FINANCIAL REPORTS (Luis Freese/Melissa Payne)

Presentation on progress of current Bond Projects including newsletters and financial reports.

D I S C U S S I O N O N L Y

01.13.20 Facilities Master Plan Projects Update
(Page 7 of 140)

01.13.20 Wilson ES Newsletter
(Page 18 of 140)

01.13.20 Richmond HS Newsletter
(Page 19 of 140)

01.13.20 Project Status Report - Crespi MS
(Page 20 of 140)

01.13.20 Project Status Report - Wilson ES
(Page 21 of 140)

01.13.20 Project Status Report - Richmond HS
(Page 22 of 140)

01.13.20 Consolidated Budget Report
(Page 23 of 140)

01.13.20 Consolidated Budget Report-2016 MP
(Page 29 of 140)

01.13.20 Report #2~Bond Program Spending to Date by Site
(Page 31 of 140)

01.13.20 Report #13~Bond Program Financial Status
(Page 33 of 140)

01.13.20 Financial Impact of Report #13 Variance
(Page 39 of 140)

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01.13.20 Change Order Report for Active Projects
(Page 40 of 140)

01.13.20 Accounts Payable Checklist
(Page 43 of 140)

01.13.20 CBOC Project Management Plan (PMP)
(Page 45 of 140)

01.13.20 BPMP Program and Operations
(Page 51 of 140)

01.13.20 Appendix Program & Operations
(Page 66 of 140)

G) BOARD OF EDUCATION LIAISON REPORT (Consuelo Lara)

D I S C U S S I O N O N L Y

C B O C R E P O R T S

CONSENT ITEMS

D I S C U S S I O N O N L Y

Unless pulled from the consent calendar by a member of the CBOC, staff or the public, consent items are approved without discussion.

H) ADOPTION OF MINUTES (Cameron Moore)

12.10.19 CBOC Draft Minutes
(Page 89 of 140)

I) CBOC MEMBER INFORMATION REQUEST LOG (Don Gosney)

01.13.20 CBOC Member Information Requests Status Log
(Page 93 of 140)

J) APPROVED RECOMMENDATIONS BY THE CBOC (Don Gosney)

01.13.20 CBOC Approved Recommendations
(Page 96 of 140)

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COMMITTEE REPORTS

K) CHAIRPERSON (Don Gosney)

Reports on issues relevant to the operation of the CBOC, future issues and reports to the Board of Education

DISCUSSION ONLY

12.18.19 CBOC Chair Report

(Page 103 of 140)

L) ANNUAL REPORT SUBCOMMITTEE (Cameron Moore)

The purpose of this interim report is to provide an update on 2019 bond fund expenditures and construction, as well as other information related to the management of the bond program, in advance of the full 2019 Annual Report that will be issued later in 2020

ACTION ITEM

01.13.20 Draft Interim Report

(Page 107 of 140)

M) AUDIT SUBCOMMITTEE (V. Hill, S. DeWitt & A. Jungherr)

Discussion centering on the frequency of the Audit Subcommittee meetings and the level of support provided by District Staff

DISCUSSION ONLY

01.13.20 Audit Subcommittee Proposal to go on Hiatus

(Page 116 of 140)

ACTION ITEM

01.13.20 Recommendation to Extend Moss Adams Contract

(Page 117 of 140)

Review and approve schedule of Moss Adams audits

ACTION ITEM

01.13.20 Audit Schedule

(Page 120 of 140)

FOR INFORMATION ONLY

01.13.20 Bond Risk Analysis

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N) ATTENDANCE REVIEW (Don Gosney)

Status reports on CBOC membership and efforts to fill vacancies.

D I S C U S S I O N O N L Y

01.13.20 Attendance Review

(Page 128 of 140)

01.13.20~CBOC Roster

(Page 129 of 140)

01.10.20 CBOC ~ BTC Vacancy

(Page 130 of 140)

O) BOARD POLICY 7214.2 (Don Gosney)

Review current status of proposed amendments to
Board Policy7214.2 covering the CBOC.
Discuss membership options with possible action

A C T I O N I T E M

01.04.20 Request for Legal Opinion Re-CBOC Term Limitations

(Page 133 of 140)

01.10.20 Adam Ferber Legal Opinion Re-CBOC Term Limitations

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P) CALENDAR (Don Gosney)

F O R I N F O R M A T I O N O N L Y

01.13.20 CBOC Meetings Calendar

(Page 139 of 140)

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Q) FUTURE AGENDA TOPICS

A C T I O N I T E M

Suggest and discuss issues that the CBOC and members of the public want to see brought up at future meetings

01.13.20~Future Agenda Items Log

(Page 140 of 140)

R) ADJOURNMENT

NEXT SCHEDULED CBOC MEETING: February 10, 2020

Disability Information

Upon written request to the District, disability related modifications or accommodations—including auxiliary aids or services—will be provided.
Please contact the Superintendent's Office at (510) 231-1101 at least 48 hours in advance of the meeting.

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Facilities Master Plan Projects Update

Citizens' Bond Oversight Committee
January 13, 2020

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Wilson Elementary School Campus Replacement



Muddy Site – Weather Conditions

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Wilson Elementary School Campus Replacement



Admin Start HVAC Duct



Frames for Doors and Windows

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Wilson Elementary School Campus Replacement



Admin Electrical Rough-in including Clock



Mockup Door & Window

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Crespi Middle School Gym Seismic Retrofit



Gym

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Crespi Middle School Gym Seismic Retrofit



New Concrete Wall



New Storage Area

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Crespi Middle School Gym Seismic Retrofit



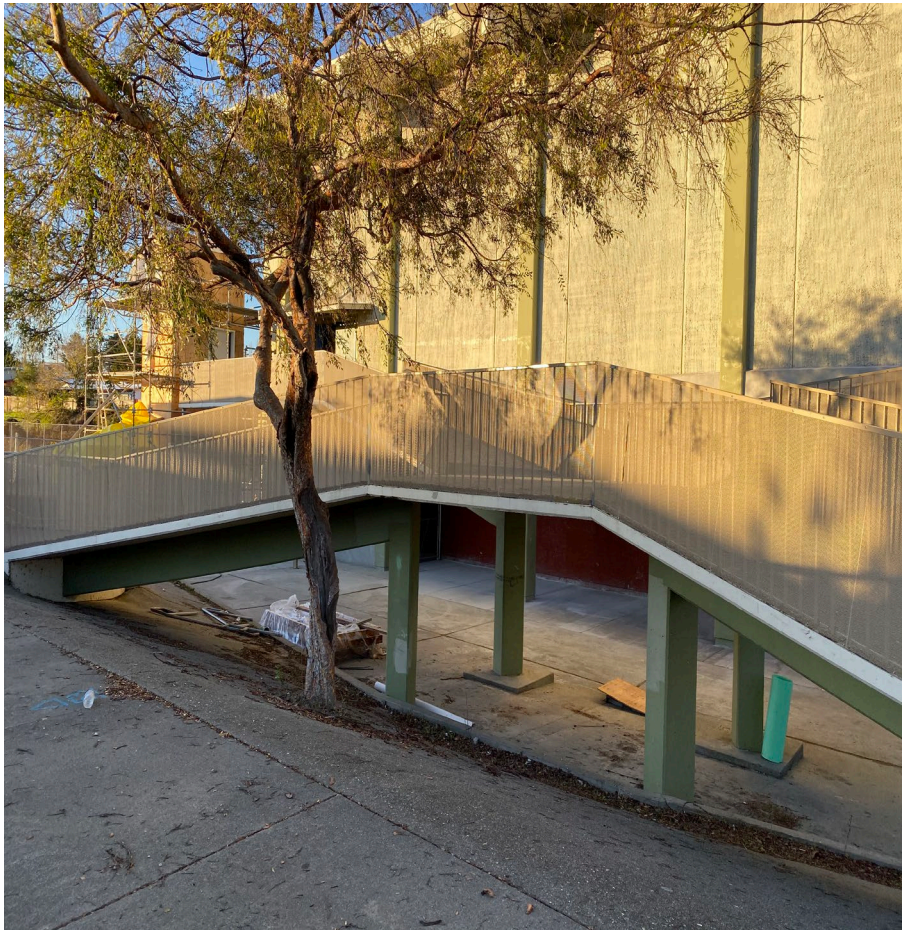
Girls Restroom



Boys Restroom

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Crespi Middle School Gym Seismic Retrofit



New Wire Mesh at Handrailing



ADA Ramp

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Richmond High School Critical Needs



Site View

Page 15 of 140

Richmond High School Critical Needs



Science Building Ceiling Tiles



Science Classroom

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Richmond High School Critical Needs



Compaction Testing



Earth Work New Gym

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WILSON ELEMENTARY SCHOOL January 2020

CONSTRUCTION NEWS

OVERVIEW

Welcome to our monthly newsletter issued to inform neighbors and the campus community about construction activities and updates to the **Wilson Elementary School Reconstruction project.**

We understand that a construction project does not make the best neighbor. While we strive to make the experience as pleasant as possible, we are working hard to reach the long-term goal of providing a new 21st century Elementary School for our community here in Richmond.

Please don't hesitate to email us at facilitiesplanning@wccusd.net to request to be removed or added to this newsletter mailing list.

UPCOMING ACTIVITIES

PLANNED CONSTRUCTION WORK THIS MONTH

- Install roofing at Kinder, Admin, and MPR
- Rough in HVAC, electrical and plumbing at Kinder, Admin, and MPR
- Frame second floor at Learning Suites

POTENTIAL IMPACTS TO NEIGHBORS

- ***Truck traffic on 41st and 42nd Street***
- ***Noise due to construction***

MITIGATION MEASURES

- Wash mud from truck tires when leaving site.
- Maintain gravel at construction entry/ exit for tracking control

COMPLETED WORK

- Install roof sheathing at Kinder buildings and MPR building
- Install steel columns and beams at Learning Suites

Steel at Learning Suites:



Roof sheathing at Kindergarten Buildings:



CONTACT INFORMATION

Contractor: C. Overaa Construction, Inc.

Frank Driscoll 510-234-0926
Niall Walsh 510-234-0926

Construction Manager: Swinerton Management & Consulting

Peter Hempel 415-516-1250

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RHS CONSTRUCTION NEWS | NUMBER 6, JANUARY, 2020



Gym / Main Entry & Student Quad

CONSTRUCTION ACTIVITIES

Previous Month:

Grading of the new Gym building pad occurred, although inclement weather did cause some impacts to the progress.

Lime treatment and construction of the new Gym building pad started.

Underground utility work continued.

At the Science Bldg ceilings were removed and structural reinforcing work started.

Upcoming Month:

Lime treatment and construction of the new Gym building pad will be completed.

Foundation work will start on the Gym building.

Underground utility work will continue.

At the Science Bldg structural reinforcing work will continue.


GYM BUILDING PAD

PROJECT FACTS

New Auxiliary Gym Square Footage: 15,500

Completion: The Science Classroom Building is scheduled to be finished in the Summer of 2020, and the new Auxiliary Gym in the first quarter of 2021.

General Contractor:
Lathrop Construction Associates
www.lathropconstruction.com

Architect:
HKIT Architects
www.hkit.com

CONTACT INFORMATION

To subscribe to this monthly newsletter or to submit project questions, please email:
Facilitiesplanning@wccusd.net

Construction Manger
Peter Hempel
Project Manager
Swinerton Management & Consulting
415.516.1250

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Project Status Report: **1/3/2020**

Juan Crespi Middle School

Gym Seismic Retrofit

1121 Allview Avenue
El Sobrante CA, 94803

Project No: 1000003031 DSA No: 01-117076

Project Scope

Seismic upgrades to an existing two story concrete gymnasium building and adjacent one story modular classroom building.

Project Team

Owner	WCCUSD
Architect	HMC Architects
Construction Manager	Lisa Nagai
Contractor	Strawn Construction
Inspector	Brad Williamson

Schedule

NTP	5/1/2019	
Original Project Duration	223	
Final Completion	12/10/2019	
Approved Time Extensions	0	
Revised Project Duration	**223**	
Revised Completion Date	**12/10/2019**	
Calendar Days Lapsed	248	111%



Contract Summary

Original Contract Amount	$3,997,407		
BOE Executed Cos	**1**	**$64,048**	**2%**
Unforeseen Conditions	1	$64,048	2%
Owner Requested	0	$0	0%
Design Changes	0	$0	0%
Outside Agency/Other	0	$0	0%
Revised Contract Amount (Contract + $ Executed CO)	**4,061,455**		
No. of PCOs	**32**	**$152,594**	**4%**
Pending PCOs	32	$152,594	4%
Rejected PCOs	0	$0	0%
Contractor Net $ Billed to Date	**$3,389,304**		**83%**
Stop Notices	$0		

Project Status

Completed Work:

Boys and Girls restroom tiles installed. Boys & Girls locker room installed. Gym interior paint completed. Gym ceiling tiles installed. ADA handrails installed. Modular classroom interior paint completed. Modular classroom cabinets installed. ADA benches at the girl's and boys lockers room installed. Perforated Metal Panel installed to the existing guardrail. New hardware, doors/frames continue. Pull wires and reconnect to IDF continue.

Upcoming Work:

Elevator plaster. Prep and prepare to paint boys & girls lockers Room. Installation for Wheel Chair lift for the stage. Installation drinking fountain in the boys & girls locker rooms. Installation of partition for the boys & girls locker rooms. Exterior painting.

Project Issues

No issues to report at this time.

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Project Status Report: 1/3/2020

Wilson Elementary School

Campus Replacement
629 42nd Street
Richmond CA, 94805

Project No: 1000002635 DSA No: 01-117849

Project Scope

New construction of single and two story k-6 academic buildings. The buildings include kindergarten/pre-kindergarten classrooms, administration office/reception, library, community rooms, multi-purpose room, kitchen, special education, flex office, learning suites, and supporting space. Site design includes public quads, parking, library patio, outdoor learning spaces, outdoor student dining, court and play yards.

Project Team

Owner	WCCUSD
DBE	C.Overaa & Co.
Construction Manager	Swinerton
Inspector	Structure Groups

Schedule

NTP	8/2/2019	
Original Project Duration	362	
Final Completion	7/28/2020	
Approved Time Extensions	0	
Revised Project Duration	**362**	
Revised Completion Date	**7/28/2020**	
Calendar Days Lapsed	155	43%



Contract Summary

Original Scope		$33,441,281	
District Contingency		$836,032	
Project Contingency		$836,032	
Original Contract Amount		**$35,113,345**	
Amendment to Scope		$849,748	
Amendment to District Contingency		$0	
Amendment to Project Contingency		$0	
Amendments to Date		**$849,748**	
Revised Contract Amount		**$35,963,093**	
District Contingency		**$836,032**	
Executed CO	0	$0	0%
Remaining Contingency		$836,032	100%
Project Contingency		**$836,032**	
Executed CO	0	$0	0%
Remaining Contingency		$836,032	100%
Pending PCOs	12	$1,219,484	73%
Rejected PCOs	0	$0	0%
Contractor Net $ Billed to Date		**$12,339,307**	**34%**
Stop Notices		$40,131	

Project Status

Completed Work:
Kinder. N. Bldg – Trusses and roof sheathing installed. Start electrical rough in.
Kinder. E. Bldg – Trusses and roof sheathing installed. MEP rough in in progress.
Admin. Bldg -- Electrical and plumbing roughed in. Mechanical in progress.
MPR Bldg – Roof sheathing installed.
Learning Suite N. – Steel columns installed. Detailed framing (anchors, headers, blocking) at first floor in progress.
Learning Suite S. – Steel columns installed. Detailed framing at first floor in progress.

90% of hollow metal door frames and window frames delivered.

Upcoming Work:
Kinder. N. Bldg – Install roofing. Apply weather barrier to exterior walls. Rough in MEP
Kinder. E. Bldg – Install roofing. Apply weather barrier to exterior walls. Rough in MEP.
Admin. Bldg – Install roofing. Apply weather barrier to exterior walls.
MPR Bldg – Install roofing. Continue framing in kitchen.
Learning Suite N. – Install second floor framing.
Learning Suite S. – Install second floor framing.

Project Issues

Electrical service- Enter PG&E Design queue as of 10/30/19

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Project Status Report: 1/2/2020

Richmond High School

Critical Needs Project

1250 23rd Street
Richmond CA, 94804

Project No: 1000003023 DSA No: 01-118099

Project Scope

New construction of a single story gymnasium, demolition of old gymnasium and new plaza sitework. Seismic upgrade of existing two-story Science Building and sitework surrounding the building including adding a new exterior elevator to the building. Demolition of existing Building A (old auto-shop building) and repavment of area to prepare for new Health Clinic portable buildings.

Project Team

Owner	WCCUSD
DBE	Lathrop Construction
Construction Manager	Swinerton
Inspector	Structure Groups

Schedule

NTP	11/11/2019	
Original Project Duration	459	
Final Completion	2/11/2021	
Approved Time Extensions	0	
Revised Project Duration	**459**	
Revised Completion Date	**2/11/2021**	
Calendar Days Lapsed	54	12%



Contract Summary

Original Scope		$16,399,899	
District Contingency		$0	
Project Contingency		$1,639,990	
Original Contract Amount		**$18,039,889**	
Amendment to Scope		$1,092,952	
Amendment to District Contingency		$800,000	
Amendment to Project Contingency		$0	
Amendments to Date		**$1,892,952**	
Revised Contract Amount		**$19,932,841**	
District Contingency		**$800,000**	
Executed CO	0	$0	0%
Remaining Contingency		$800,000	100%
Project Contingency		**$1,639,990**	
Executed CO	0	$0	0%
Remaining Contingency		$1,639,990	100%
Pending PCOs	3	$117,369	5%
Rejected PCOs	0	$0	0%
Contractor Net $ Billed to Date		**$1,071,330**	**5%**
Stop Notices		$0	

Project Status

Completed Work:
Over-excavate soil and re-compact in the Gym building footprint.
Lime treat soils in the Gym building footprint per Geotechnical Report.
Install domestic water and fire water utility piping at Gym site.
.
Remove ceiling tiles in Science Building as needed for seismic work.
Field measure to confirm seismic strengthening hardware fit, and survey above ceiling for framing conflicts.

Upcoming Work:
Complete soils compaction to 95% of lime treated soil at Gym building footprint.
Install new fire hydrant at Gym site.
Excavate for new footings in Gym building pad.
Fabricate reinforcing steel for new Gym footings.
Start steel fabrication at steel fabricator's shop for Gym structure.

Project Issues

Waiting for PG&E to provide new gas meter design.

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Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

Data as of 12/31/2019

	Budget	Commitments			Expenditures	
School/Project Name	Total Budget	Total Commitments	% Budget Commited	Remaining Against Budget	Total Expenditures	% Budget Spent
1 Bayview Elementary School						
Legacy Project	19,850,802	19,850,802	100.0%	-	19,850,802	100.0%
	19,850,802	***19,850,802***	***100.0%***	***-***	***19,850,802***	***100.0%***
1 Cameron						
+ Critical Needs	-	-		-	-	
Legacy Project	122,195	122,195	100.0%	-	122,195	100.0%
	122,195	***122,195***	***100.0%***	***-***	***122,195***	***100.0%***
1 Castro Elementary School						
Legacy Project	620,944	620,944	100.0%	-	620,944	100.0%
	620,944	***620,944***	***100.0%***	***-***	***620,944***	***100.0%***
1 Chavez Elementary School						
Critical Needs	72,847	72,847	100.0%	-	72,847	100.0%
Legacy Project	985,387	985,387	100.0%	-	985,387	100.0%
	1,058,234	***1,058,234***	***100.0%***	***-***	***1,058,234***	***100.0%***
1 Collins Elementary School						
+ Critical Needs	-	-		-	-	
Legacy Project	1,638,871	1,638,871	100.0%	-	1,638,871	100.0%
	1,638,871	***1,638,871***	***100.0%***	***-***	***1,638,871***	***100.0%***
1 Coronado Elementary School						
Legacy Project	43,022,627	43,022,627	100.0%	-	43,022,627	100.0%
	43,022,627	***43,022,627***	***100.0%***	***-***	***43,022,627***	***100.0%***
1 Dover Elementary School						
Legacy Project	35,095,267	35,095,267	100.0%	-	35,095,267	100.0%
	35,095,267	***35,095,267***	***100.0%***	***-***	***35,095,267***	***100.0%***
1 Downer Elementary School						
Legacy Project	33,415,902	33,415,902	100.0%	-	33,415,902	100.0%
	33,415,902	***33,415,902***	***100.0%***	***-***	***33,415,902***	***100.0%***
1 El Sobrante Elementary School						
Legacy Project	536,231	536,231	100.0%	-	536,231	100.0%
	536,231	***536,231***	***100.0%***	***-***	***536,231***	***100.0%***
1 Ellerhorst Elementary School						
Legacy Project	13,931,806	13,931,806	100.0%	-	13,931,806	100.0%
	13,931,806	***13,931,806***	***100.0%***	***-***	***13,931,806***	***100.0%***
1 Fairmont Elementary School						
* Critical Needs	3,000,000	845,418	28.2%	2,154,582	770,028	25.7%
Legacy Project	3,864,259	3,864,259	100.0%	-	3,864,259	100.0%
	6,864,259	***4,709,676***	***68.6%***	***2,154,582***	***4,634,286***	***67.5%***
1 Ford Elementary School						
Legacy Project	30,817,526	30,817,526	100.0%	-	30,817,526	100.0%
	30,817,526	***30,817,526***	***100.0%***	***-***	***30,817,526***	***100.0%***
1 Grant Elementary School						
Critical Needs	211,467	211,467	100.0%	-	211,467	100.0%
Legacy Project	1,944,098	1,944,098	100.0%	-	1,944,098	100.0%
	2,155,565	***2,155,565***	***100.0%***	***-***	***2,155,565***	***100.0%***
1 Hanna Ranch Elementary School						
Legacy Project	783,349	783,349	100.0%	-	783,349	100.0%
	783,349	***783,349***	***100.0%***	***-***	***783,349***	***100.0%***
1 Harbour Way						
Legacy Project	121,944	121,944	100.0%	-	121,944	100.0%
	121,944	***121,944***	***100.0%***	***-***	***121,944***	***100.0%***

Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

Data as of 12/31/2019

School/Project Name	Budget	Commitments			Expenditures	
	Total Budget	Total Commitments	% Budget Commited	Remaining Against Budget	Total Expenditures	% Budget Spent
1 Harding Elementary School						
Legacy Project	22,632,446	22,632,446	100.0%	-	22,632,446	100.0%
	22,632,446	***22,632,446***	***100.0%***	***-***	***22,632,446***	***100.0%***
1 Harmon Knolls						
Critical Needs	406,946	406,946	100.0%	-	406,946	100.0%
Soil Testing	41,489	41,489	100.0%	-	41,489	100.0%
	448,435	***448,435***	***100.0%***	***-***	***448,435***	***100.0%***
1 Highland Elementary School						
* Water & Power Upgrade	747,125	-	0.0%	747,125	-	0.0%
Critical Needs	52,875	52,875	100.0%	-	52,875	100.0%
Legacy Project	1,879,839	1,879,839	100.0%	-	1,879,839	100.0%
	2,679,839	***1,932,714***	***72.1%***	***747,125***	***1,932,714***	***72.1%***
1 Kensington Elementary School						
Legacy Project	19,343,892	19,343,892	100.0%	-	19,343,892	100.0%
	19,343,892	***19,343,892***	***100.0%***	***-***	***19,343,892***	***100.0%***
1 King Elementary School						
Legacy Project	25,342,166	25,342,166	100.0%	-	25,342,166	100.0%
	25,342,166	***25,342,166***	***100.0%***	***-***	***25,342,166***	***100.0%***
1 Lake Elementary School						
* Campus Replacement	1,000,000	-	0.0%	1,000,000	-	0.0%
Legacy Project	1,500,322	1,500,322	100.0%	-	1,500,322	100.0%
Portable Demolition	147,501	147,501	100.0%	-	147,501	100.0%
	2,647,823	***1,647,823***	***62.2%***	***1,000,000***	***1,647,823***	***62.2%***
1 Lincoln Elementary School						
Legacy Project	17,676,561	17,676,561	100.0%	-	17,676,561	100.0%
	17,676,561	***17,676,561***	***100.0%***	***-***	***17,676,561***	***100.0%***
1 Lupine Hills Elementary School						
Legacy Project	15,395,678	15,395,678	100.0%	-	15,395,678	100.0%
	15,395,678	***15,395,678***	***100.0%***	***-***	***15,395,678***	***100.0%***
1 Madera Elementary School						
Legacy Project	12,233,801	12,233,801	100.0%	-	12,233,801	100.0%
	12,233,801	***12,233,801***	***100.0%***	***-***	***12,233,801***	***100.0%***
1 Mira Vista K-8						
Legacy Project	16,651,130	16,651,130	100.0%	-	16,651,130	100.0%
	16,651,130	***16,651,130***	***100.0%***	***-***	***16,651,130***	***100.0%***
1 Montalvin K-8						
Additional New Classrooms	4,028,011	4,028,011	100.0%	-	4,028,011	100.0%
Legacy Project	12,763,017	12,763,017	100.0%	-	12,763,017	100.0%
	16,791,028	***16,791,028***	***100.0%***	***-***	***16,791,028***	***100.0%***
1 Murphy Elementary School						
Legacy Project	15,619,655	15,619,655	100.0%	-	15,619,655	100.0%
	15,619,655	***15,619,655***	***100.0%***	***-***	***15,619,655***	***100.0%***
1 Nystrom Elementary School						
* Classroom Renovation	33,919,486	28,233,220	83.2%	5,686,266	27,893,955	82.2%
Demo Portable and Sitework	518,285	518,285	100.0%	-	518,285	100.0%
Legacy Project	5,442,234	5,442,234	100.0%	-	5,442,234	100.0%
Multi-purpose Room	11,606,839	11,606,839	100.0%	-	11,606,839	100.0%
	51,486,844	***45,800,578***	***89.0%***	***5,686,266***	***45,461,314***	***88.3%***
1 Ohlone Elementary School						
Classroom and Admin Building	24,508,510	24,508,510	100.0%	-	24,508,510	100.0%

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Budget vs. Commitments and Expenditures

Data as of 12/31/2019

	Budget	Commitments			Expenditures	
School/Project Name	Total Budget	Total Commitments	% Budget Commited	Remaining Against Budget	Total Expenditures	% Budget Spent
Critical Needs	623,885	623,885	100.0%	-	623,885	100.0%
Legacy Project	3,962,598	3,962,598	100.0%	-	3,962,598	100.0%
Portable Removal and Playground	5,397,758	5,397,758	100.0%	-	5,397,758	100.0%
	34,492,752	***34,492,752***	***100.0%***	***-***	***34,492,752***	***100.0%***
1 Olinda Elementary School						
* Critical Needs	1,000,000	808,579	80.9%	191,421	792,733	79.3%
Legacy Project	1,286,942	1,286,942	100.0%	-	1,286,942	100.0%
	2,286,942	***2,095,521***	***91.6%***	***191,421***	***2,079,675***	***90.9%***
1 Peres K-8						
Legacy Project	21,424,293	21,424,293	100.0%	-	21,424,293	100.0%
	21,424,293	***21,424,293***	***100.0%***	***-***	***21,424,293***	***100.0%***
1 RCP Charter School						
Legacy Project	4,415,204	4,415,204	100.0%	-	4,415,204	100.0%
	4,415,204	***4,415,204***	***100.0%***	***-***	***4,415,204***	***100.0%***
1 Riverside Elementary School						
* Critical Needs	6,900,000	299,540	4.3%	6,600,460	126,946	1.8%
Legacy Project	14,611,005	14,611,005	100.0%	-	14,611,005	100.0%
	21,511,005	***14,910,545***	***69.3%***	***6,600,460***	***14,737,951***	***68.5%***
1 Seaview Elementary School						
Legacy Project	499,116	499,116	100.0%	-	499,116	100.0%
	499,116	***499,116***	***100.0%***	***-***	***499,116***	***100.0%***
1 Shannon Elementary School						
+ Critical Needs	-	-		-	-	
Legacy Project	1,555,163	1,555,163	100.0%	-	1,555,163	100.0%
	1,555,163	***1,555,163***	***100.0%***	***-***	***1,555,163***	***100.0%***
1 Sheldon Elementary School						
Legacy Project	15,102,837	15,102,837	100.0%	-	15,102,837	100.0%
	15,102,837	***15,102,837***	***100.0%***	***-***	***15,102,837***	***100.0%***
1 Stege Elementary School						
* Critical Needs	2,900,000	35,900	1.2%	2,864,100	35,900	1.2%
Legacy Project	3,445,886	3,445,886	100.0%	-	3,445,886	100.0%
	6,345,886	***3,481,786***	***54.9%***	***2,864,100***	***3,481,786***	***54.9%***
1 Stewart K-8						
Legacy Project	16,737,037	16,737,037	100.0%	-	16,737,037	100.0%
	16,737,037	***16,737,037***	***100.0%***	***-***	***16,737,037***	***100.0%***
1 Tara Hills Elementary School						
Legacy Project	14,975,067	14,975,067	100.0%	-	14,975,067	100.0%
	14,975,067	***14,975,067***	***100.0%***	***-***	***14,975,067***	***100.0%***
1 TLC Elementary School						
Legacy Project	116,673	116,673	100.0%	-	116,673	100.0%
	116,673	***116,673***	***100.0%***	***-***	***116,673***	***100.0%***
1 Valley View Elementary School						
Critical Needs	1,091,447	1,091,447	100.0%	-	1,091,447	100.0%
Existing Campus Demo	33,096	33,096	100.0%	-	33,096	100.0%
Legacy Project	3,908,093	3,908,093	100.0%	-	3,908,093	100.0%
Portables	5,189,726	5,189,726	100.0%	-	5,189,726	100.0%
	10,222,362	***10,222,362***	***100.0%***	***-***	***10,222,362***	***100.0%***
1 Verde K-8						
Legacy Project	16,065,870	16,065,870	100.0%	-	16,065,870	100.0%
	16,065,870	***16,065,870***	***100.0%***	***-***	***16,065,870***	***100.0%***

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Budget vs. Commitments and Expenditures

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	Budget	Commitments			Expenditures	
School/Project Name	Total Budget	Total Commitments	% Budget Commited	Remaining Against Budget	Total Expenditures	% Budget Spent
1 Washington Elementary School						
Legacy Project	15,322,847	15,322,847	100.0%	-	15,322,847	100.0%
	15,322,847	***15,322,847***	***100.0%***	***-***	***15,322,847***	***100.0%***
1 West Hercules						
Legacy Project	56,847	56,847	100.0%	-	56,847	100.0%
	56,847	***56,847***	***100.0%***	***-***	***56,847***	***100.0%***
1 Wilson Elementary School						
* Campus Replacement	40,300,000	39,394,751	97.8%	905,249	15,754,708	39.1%
Legacy Project	3,829,324	3,829,324	100.0%	-	3,829,324	100.0%
	44,129,324	***43,224,075***	***97.9%***	***905,249***	***19,584,033***	***44.4%***
2 Adams Middle School						
Legacy Project	691,211	691,211	100.0%	-	691,211	100.0%
	691,211	***691,211***	***100.0%***	***-***	***691,211***	***100.0%***
2 Crespi Middle School						
* Critical Needs	5,300,000	4,734,062	89.3%	565,938	3,947,924	74.5%
Legacy Project	1,245,896	1,245,896	100.0%	-	1,245,896	100.0%
	6,545,896	***5,979,957***	***91.4%***	***565,938***	***5,193,819***	***79.3%***
2 DeJean Middle School						
Legacy Project	381,209	381,209	100.0%	-	381,209	100.0%
	381,209	***381,209***	***100.0%***	***-***	***381,209***	***100.0%***
2 Helms Middle School						
Legacy Project	83,432,888	83,432,888	100.0%	-	83,432,888	100.0%
	83,432,888	***83,432,888***	***100.0%***	***-***	***83,432,888***	***100.0%***
2 Hercules Middle School						
Legacy Project	699,000	699,000	100.0%	-	699,000	100.0%
	699,000	***699,000***	***100.0%***	***-***	***699,000***	***100.0%***
2 Korematsu Middle School						
* New Buildings	53,439,076	52,712,098	98.6%	726,978	52,712,098	98.6%
Legacy Project	19,943,103	19,943,103	100.0%	-	19,943,103	100.0%
	73,382,179	***72,655,201***	***99.0%***	***726,978***	***72,655,201***	***99.0%***
2 Pinole Middle School						
Legacy Project	56,689,430	56,689,430	100.0%	-	56,689,430	100.0%
	56,689,430	***56,689,430***	***100.0%***	***-***	***56,689,430***	***100.0%***
3 De Anza High School						
Legacy Project	132,236,248	132,236,248	100.0%	-	132,236,248	100.0%
	132,236,248	***132,236,248***	***100.0%***	***-***	***132,236,248***	***100.0%***
3 DELTA NSS						
Legacy Project	152,226	152,226	100.0%	-	152,226	100.0%
	152,226	***152,226***	***100.0%***	***-***	***152,226***	***100.0%***
3 El Cerrito High School						
Legacy Project	128,477,500	128,477,500	100.0%	-	128,477,500	100.0%
Stadium	18,372,605	18,372,605	100.0%	-	18,372,605	100.0%
	146,850,105	***146,850,105***	***100.0%***	***-***	***146,850,105***	***100.0%***
3 Greenwood High School						
Legacy Project	79,583,607	79,583,607	100.0%	-	79,583,607	100.0%
	79,583,607	***79,583,607***	***100.0%***	***-***	***79,583,607***	***100.0%***
3 Hercules High School						
+ Critical Needs	-	-		-	-	
Legacy Project	3,295,019	3,295,019	100.0%	-	3,295,019	100.0%
	3,295,019	***3,295,019***	***100.0%***	***-***	***3,295,019***	***100.0%***

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Budget vs. Commitments and Expenditures

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	Budget	Commitments			Expenditures	
School/Project Name	Total Budget	Total Commitments	% Budget Commited	Remaining Against Budget	Total Expenditures	% Budget Spent
3 KAPPA NSS						
Legacy Project	109,831	109,831	100.0%	-	109,831	100.0%
	109,831	***109,831***	***100.0%***	***-***	***109,831***	***100.0%***
3 Kennedy High School						
+ Critical Needs	-	-		-	-	
Legacy Project	33,854,981	33,854,981	100.0%	-	33,854,981	100.0%
	33,854,981	***33,854,981***	***100.0%***	***-***	***33,854,981***	***100.0%***
3 North Campus High School						
Legacy Project	205,450	205,450	100.0%	-	205,450	100.0%
	205,450	***205,450***	***100.0%***	***-***	***205,450***	***100.0%***
3 OMEGA NSS						
Legacy Project	118,313	118,313	100.0%	-	118,313	100.0%
	118,313	***118,313***	***100.0%***	***-***	***118,313***	***100.0%***
3 Pinole Valley High School						
* Campus Replacement	156,497,205	151,170,433	96.6%	5,326,772	148,049,312	94.6%
* Fields/Sitework	17,173,016	157,065	0.9%	17,015,951	157,065	0.9%
* Interim Campus Demo	3,715,310	3,628,202	97.7%	87,108	3,615,258	97.3%
* Site Design	17,926,216	17,926,214	100.0%	2	16,927,645	94.4%
Detention Basin and Paving	3,517,521	3,517,521	100.0%	-	3,517,521	100.0%
Existing Building Demolition	2,511,397	2,511,397	100.0%	-	2,511,397	100.0%
Hillside Stabilization	2,199,821	2,199,821	100.0%	-	2,199,821	100.0%
Interim Campus	8,796,248	8,796,248	100.0%	-	8,796,248	100.0%
Legacy Furniture & Equipment	36,520	36,520	100.0%	-	36,520	100.0%
Legacy Program Cost	696,938	696,938	100.0%	-	696,938	100.0%
Legacy Restroom Renovation	167,601	167,601	100.0%	-	167,601	100.0%
Legacy Technology	37,165	37,165	100.0%	-	37,165	100.0%
Legacy Track	1,676,771	1,676,771	100.0%	-	1,676,771	100.0%
Off Site Parking and Traffic	1,240,584	1,240,584	100.0%	-	1,240,584	100.0%
Video Surveillance System	357,268	357,268	100.0%	-	357,268	100.0%
	216,549,580	***194,119,748***	***89.6%***	***22,429,832***	***189,987,114***	***87.7%***
3 Richmond High School						
* Gym and Seismic Classroom	21,000,000	18,700,884	89.1%	2,299,116	1,388,414	6.6%
Legacy Project	21,622,087	21,622,087	100.0%	-	21,622,087	100.0%
	42,622,087	***40,322,971***	***94.6%***	***2,299,116***	***23,010,502***	***54.0%***
3 SIGMA NSS						
Legacy Project	110,949	110,949	100.0%	-	110,949	100.0%
	110,949	***110,949***	***100.0%***	***-***	***110,949***	***100.0%***
3 Vista High School						
Legacy Project	7,236,543	7,236,543	100.0%	-	7,236,543	100.0%
	7,236,543	***7,236,543***	***100.0%***	***-***	***7,236,543***	***100.0%***
4 Technology						
* Infrastructure	15,004,976	14,324,188	95.5%	680,788	14,324,188	95.5%
Computer Common Core	3,903,858	3,903,858	100.0%	-	3,903,858	100.0%
District Network Backbone	568,416	568,416	100.0%	-	568,416	100.0%
IT Data Center	1,400,746	1,400,746	100.0%	-	1,400,746	100.0%
Teacher Equipment	112,360	112,360	100.0%	-	112,360	100.0%
Tech Communication	1,130,966	1,130,966	100.0%	-	1,130,966	100.0%
Technology Equipment	1,885,661	1,885,661	100.0%	-	1,885,661	100.0%
Technology Wireless	10,993,016	10,993,016	100.0%	-	10,993,016	100.0%
	35,000,000	***34,319,212***	***98.1%***	***680,788***	***34,319,212***	***98.1%***

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Budget vs. Commitments and Expenditures

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	Budget	Commitments			Expenditures	
School/Project Name	Total Budget	Total Commitments	% Budget Commited	Remaining Against Budget	Total Expenditures	% Budget Spent
4 Central						
* Assoc Superintendent Bond	2,924,688	2,583,691	88.3%	340,997	2,427,572	83.0%
* Business Services Personnel Cost	6,370,753	6,201,691	97.3%	169,063	6,143,797	96.4%
* District Support	29,603,319	28,653,817	96.8%	949,502	28,426,169	96.0%
* Facility Dept Personnel Cost	16,394,140	15,132,565	92.3%	1,261,574	14,716,014	89.8%
* Program Coordination	47,538,734	45,437,166	95.6%	2,101,567	44,345,561	93.3%
	102,831,634	***98,008,931***	***95.3%***	***4,822,703***	***96,059,114***	***93.4%***
Totals	***1,656,822,430***	***1,605,147,870***	***96.9%***	***51,674,559***	***1,556,723,675***	***94.0%***

1. Original Budget provided on Report#2 dated April 30, 2018 has not been reconciled.

2. Measure 1998E is not covered under Proposition 39 regulations for school bonds, and is not ordinarily reported in the Bond Program expenditure reports. The following report shows Measure 1998E projects by site with state funded DeJean middle school project.

4 Measure 1998E Project						
DeJean Middle School	36,836,215.33	36,836,215.33	100.0%	-	36,836,215.33	100.0%
1998E Project	*23,994,285.33*	*23,994,285.33*	*100.0%*	-	*23,994,285.33*	*100.0%*
State Fund Project	*12,841,930.00*	*12,841,930.00*	*100.0%*	-	*12,841,930.00*	*100.0%*
Pinole Valley High School	190,570.61	190,570.61	100.0%	-	190,570.61	100.0%
Central Program Coordination	16,276,517.57	16,276,517.57	100.0%	-	16,276,517.57	100.0%
Total	***53,303,303.51***	***53,303,303.51***	***100.0%***	***-***	***53,303,303.51***	***100.0%***

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Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

2016 MASTER PLAN PROJECT

Data as of 12/31/2019

School/Project Name	Budget	Commitments			Expenditures	
	Total Budget	Total Commitments	% Budget Commited	Remaining Against Budget	Total Expenditures	% Budget Spent
1 Cameron						
+ Critical Needs	-	-		-	-	
	-	**-**		**-**	**-**	
1 Chavez Elementary School						
Critical Needs	72,847	72,847	100.0%	-	72,847	100.0%
	72,847	***72,847***	***100.0%***	**-**	***72,847***	***100.0%***
1 Collins Elementary School						
+ Critical Needs	-	-		-	-	
	-	**-**		**-**	**-**	
1 Fairmont Elementary School						
* Critical Needs	3,000,000	845,418	28.2%	2,154,582	770,028	25.7%
	3,000,000	***845,418***	***28.2%***	***2,154,582***	***770,028***	***25.7%***
1 Grant Elementary School						
Critical Needs	211,467	211,467	100.0%	-	211,467	100.0%
	211,467	***211,467***	***100.0%***	**-**	***211,467***	***100.0%***
1 Harmon Knolls						
Critical Needs	406,946	406,946	100.0%	-	406,946	100.0%
Soil Testing	41,489	41,489	100.0%	-	41,489	100.0%
	448,435	***448,435***	***100.0%***	**-**	***448,435***	***100.0%***
1 Highland Elementary School						
* Water & Power Upgrade	747,125	-	0.0%	747,125	-	0.0%
Critical Needs	52,875	52,875	100.0%	-	52,875	100.0%
	800,000	***52,875***	***6.6%***	***747,125***	***52,875***	***6.6%***
1 Lake Elementary School						
* Campus Replacement	1,000,000	-	0.0%	1,000,000	-	0.0%
Portable Demolition	147,501	147,501	100.0%	-	147,501	100.0%
	1,147,501	***147,501***	***12.9%***	***1,000,000***	***147,501***	***12.9%***
1 Ohlone Elementary School						
Critical Needs	623,885	623,885	100.0%	-	623,885	100.0%
	623,885	***623,885***	***100.0%***	**-**	***623,885***	***100.0%***
1 Olinda Elementary School						
* Critical Needs	1,000,000	808,579	80.9%	191,421	792,733	79.3%
	1,000,000	***808,579***	***80.9%***	***191,421***	***792,733***	***79.3%***
1 Riverside Elementary School						
* Critical Needs	6,900,000	299,540	4.3%	6,600,460	126,946	1.8%
	6,900,000	***299,540***	***4.3%***	***6,600,460***	***126,946***	***1.8%***
1 Shannon Elementary School						
+ Critical Needs	-	-		-	-	
	-	**-**		**-**	**-**	
1 Stege Elementary School						
* Critical Needs	2,900,000	35,900	1.2%	2,864,100	35,900	1.2%
	2,900,000	***35,900***	***1.2%***	***2,864,100***	***35,900***	***1.2%***
1 Valley View Elementary School						
Critical Needs	1,091,447	1,091,447	100.0%	-	1,091,447	100.0%
	1,091,447	***1,091,447***	***100.0%***	**-**	***1,091,447***	***100.0%***
1 Wilson Elementary School						
* Campus Replacement	40,300,000	39,394,751	97.8%	905,249	15,754,708	39.1%
	40,300,000	***39,394,751***	***97.8%***	***905,249***	***15,754,708***	***39.1%***
2 Crespi Middle School						

Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

2016 MASTER PLAN PROJECT

Data as of 12/31/2019

	Budget	Commitments			Expenditures	
School/Project Name	Total Budget	Total Commitments	% Budget Commited	Remaining Against Budget	Total Expenditures	% Budget Spent
* Critical Needs	5,300,000	4,734,062	89.3%	565,938	3,947,924	74.5%
	5,300,000	***4,734,062***	***89.3%***	***565,938***	***3,947,924***	***74.5%***
3 Hercules High School						
+ Critical Needs	-	-		-	-	
	-	**-**		**-**	**-**	
3 Kennedy High School						
+ Critical Needs	-	-		-	-	
	-	**-**		**-**	**-**	
3 Richmond High School						
* Gym and Seismic Classroom	21,000,000	18,700,884	89.1%	2,299,116	1,388,414	6.6%
	21,000,000	***18,700,884***	***89.1%***	***2,299,116***	***1,388,414***	***6.6%***
4 Central						
Program Coordination (Ed Specs & School Size)	200,000	148,128	74.1%	51,872	148,128	74.1%
	200,000	***148,128***	***74.1%***	***51,872***	***148,128***	***74.1%***
Totals	***84,995,581***	***67,615,718***	***79.6%***	***17,379,864***	***25,613,238***	***30.1%***

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
Bond Program Spending to Date by Site
Data as of December 31, 2019

Updated 01/03/2020, effective date as of 12/31/2019

Site Name	Original Budget *	Board Approved Budget 11/6/19	Expended FY 99-01 thru FY 18-19	Expended FY 19-20	Expended Total thru 12/31/19	Committed as of 12/31/19	Balance as of 12/31/19	Notes
BAYVIEW	**17,732,392**	**19,850,802**	19,850,802	-	**19,850,802**	**-**	**0**	Footnote 1
CHAVEZ	**1,339,784**	**1,058,234**	1,058,234	-	**1,058,234**	**-**	**0**	Footnote 3
COLLINS	**993,294**	**1,638,871**	1,638,871	-	**1,638,871**	**-**	**(0)**	Footnote 4
CORONADO	**11,278,047**	**43,022,627**	43,022,627	-	**43,022,627**	**-**	**0**	Footnote 1
DOVER	**13,070,243**	**35,095,267**	35,095,267	-	**35,095,267**	**-**	**0**	Footnote 1
DOWNER	**28,819,079**	**33,415,902**	33,415,902	-	**33,415,902**	**-**	**0**	Footnote 1
ELLERHORST	**11,238,341**	**13,931,806**	13,931,806	-	**13,931,806**	**-**	**0**	Footnote 1
FAIRMONT	**10,971,356**	**6,864,259**	4,213,128	421,158	**4,634,286**	**75,390**	**2,154,583**	Footnote 3
FORD	**11,839,322**	**30,817,526**	30,817,526	-	**30,817,526**	**-**	**0**	Footnote 1
GRANT	**1,409,600**	**2,155,565**	2,155,565	-	**2,155,565**	**-**	**0**	Footnote 1
HANNA RANCH	**680,923**	**783,349**	783,349	-	**783,349**	**-**	**(0)**	Footnote 1
HARDING	**15,574,211**	**22,632,446**	22,632,446	-	**22,632,446**	**-**	**(0)**	Footnote 1
HARMON KNOLLS	**-**	**448,435**	448,435	-	**448,435**	**-**	**-**	Footnote 1
HIGHLAND	**13,504,714**	**2,679,839**	1,932,714	-	**1,932,714**	**-**	**747,125**	Footnote 1
KENSINGTON	**16,397,920**	**19,343,892**	19,343,892	-	**19,343,892**	**-**	**0**	Footnote 1
KING	**16,688,732**	**25,342,166**	25,342,166	-	**25,342,166**	**-**	**(0)**	Footnote 1
LAKE	**822,657**	**2,647,823**	1,647,823	-	**1,647,823**	**-**	**1,000,000**	Footnote 4
LINCOLN	**15,225,821**	**17,676,561**	17,676,561	-	**17,676,561**	**-**	**(0)**	Footnote 1
LUPINE HILLS	**16,111,242**	**15,395,678**	15,395,678	-	**15,395,678**	**-**	**(0)**	Footnote 1
MADERA	**11,088,764**	**12,233,801**	12,233,801	-	**12,233,801**	**-**	**(0)**	Footnote 1
MIRA VISTA	**13,928,364**	**16,651,130**	16,651,130	-	**16,651,130**	**-**	**0**	Footnote 1
MONTALVIN	**15,904,716**	**16,791,028**	16,791,028	-	**16,791,028**	**-**	**(0)**	Footnote 1
MURPHY	**13,554,495**	**15,619,655**	15,619,655	-	**15,619,655**	**-**	**(0)**	Footnote 1
NYSTROM	**20,999,690**	**51,486,844**	45,461,314	-	**45,461,314**	**339,265**	**5,686,265**	Footnote 2
OHLONE	**14,174,928**	**34,492,752**	34,492,752	-	**34,492,752**	**-**	**(0)**	Footnote 1
OLINDA	**1,170,596**	**2,286,942**	1,582,077	497,597	**2,079,675**	**15,846**	**191,421**	Footnote 3
PERES	**19,752,789**	**21,424,293**	21,424,293	-	**21,424,293**	**-**	**(0)**	Footnote 1
RIVERSIDE	**13,439,831**	**21,511,005**	14,723,012	14,940	**14,737,952**	**172,594**	**6,600,460**	Footnote 3
SHANNON	**1,157,736**	**1,555,163**	1,555,163	-	**1,555,163**	**-**	**0**	Footnote 4
SHELDON	**14,968,745**	**15,102,837**	15,102,837	-	**15,102,837**	**-**	**(0)**	Footnote 1
STEGE	**13,000,749**	**6,345,886**	3,481,786	-	**3,481,786**	**-**	**2,864,100**	Footnote 3
STEWART	**12,710,427**	**16,737,037**	16,737,037	-	**16,737,037**	**-**	**(0)**	Footnote 1
TARA HILLS	**14,160,935**	**14,975,067**	14,975,067	-	**14,975,067**	**-**	**0**	Footnote 1
VALLEY VIEW	**11,117,405**	**10,222,362**	10,222,362	-	**10,222,362**	**-**	**0**	Footnote 1
VERDE	**15,709,690**	**16,065,870**	16,065,870	-	**16,065,870**	**-**	**(0)**	Footnote 1
WASHINGTON	**14,051,720**	**15,322,847**	15,322,847	-	**15,322,847**	**-**	**0**	Footnote 1
WILSON	**13,673,885**	**44,129,324**	9,664,279	9,919,754	**19,584,033**	**23,640,042**	**905,249**	Footnote 3
Elementary Total	**438,263,142**	**627,754,891**	**572,509,102**	**10,853,448**	**583,362,551**	**24,243,137**	**20,149,203**	

** Original Budget provided is based on Report#2 dated April 30, 2018, and has not been reconciled.*

Footnote 1: Site projects are completed.

Footnote 2: Site Legacy projects are under planning, construction or in closeout.

Footnote 3: Site Legacy projects are completed and Facilities Master Plan Projects are under planning, construction or in closeout.

Footnote 4: Site projects are part of the Facilities Master Plan Projects to commence in future fiscal year.

Note 1: Does not include 1998 Measure E projects (DeJean Middle School)

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
Bond Program Spending to Date by Site
Data as of December 31, 2019

Updated 01/03/2020, effective date as of 12/31/2019

Site Name	Original Budget *	Board Approved Budget 11/6/19	Expended FY 99-01 thru FY 18-19	Expended FY 19-20	Expended Total thru 12/31/19	Committed as of 12/31/19	Balance as of 12/31/19	Notes
CRESPI MS	**1,205,711**	**6,545,896**	2,553,744	2,640,074	**5,193,819**	**786,138**	**565,939**	Footnote 3
DEJEAN MS	**64,929**	**381,209**	381,209	-	**381,209**	**-**	**(0)**	Footnote 1
HELMS MS	**61,287,986**	**83,432,888**	83,432,888	-	**83,432,888**	**-**	**0**	Footnote 1
HERCULES MS	**602,982**	**699,000**	699,000	-	**699,000**	**-**	**(0)**	Footnote 1
KOREMATSU MS	**37,937,901**	**73,382,179**	72,655,201	-	**72,655,201**	**-**	**726,978**	Footnote 2
PINOLE MS	**38,828,979**	**56,689,430**	56,689,430	-	**56,689,430**	**-**	**0**	Footnote 1
Middle Sch Total	**139,928,488**	**221,130,602**	**216,411,472**	**2,640,074**	**219,051,547**	**786,138**	**1,292,917**	
DE ANZA HS	**105,389,888**	**132,236,248**	132,236,248	-	**132,236,248**	**-**	**(0)**	Footnote 1
EL CERRITO HS	**93,605,815**	**146,850,105**	146,850,104	-	**146,850,104**	**-**	**1**	Footnote 1
GREENWOOD	**35,315,772**	**79,583,607**	79,583,607	-	**79,583,607**	**-**	**(0)**	Footnote 1
HERCULES HS	**12,603,343**	**3,295,019**	3,295,019	-	**3,295,019**	**-**	**0**	Footnote 4
KENNEDY HS	**89,903,130**	**33,854,981**	33,854,981	-	**33,854,981**	**-**	**0**	Footnote 4
PINOLE VALLEY HS	**124,040,286**	**216,549,580**	185,963,019	4,024,094	**189,987,114**	**4,132,635**	**22,429,832**	Footnote 2
RICHMOND HS	**94,720,910**	**42,622,087**	22,854,818	155,684	**23,010,501**	**17,312,470**	**2,299,116**	Footnote 3
VISTA HS	**3,566,208**	**7,236,543**	7,236,543	-	**7,236,543**	**-**	**(0)**	Footnote 1
High Sch Total	**559,145,352**	**662,228,170**	**611,874,340**	**4,179,778**	**616,054,117**	**21,445,104**	**24,728,949**	
ADAMS MS	**703,660**	**691,211**	691,211	-	**691,211**	**-**	**-**	Footnote 1
CAMERON	**284,012**	**122,195**	122,195	-	**122,195**	**-**	**-**	Footnote 4
CASTRO	**11,901,504**	**620,944**	620,944	-	**620,944**	**-**	**-**	Footnote 1
DELTA NSS	**152,564**	**152,226**	152,226	-	**152,226**	**-**	**-**	Footnote 1
EL SOBRANTE	**187,343**	**536,231**	536,231	-	**536,231**	**-**	**-**	Footnote 1
HARBOUR WAY	**121,639**	**121,944**	121,944	-	**121,944**	**-**	**-**	Footnote 1
KAPPA NSS	**109,809**	**109,831**	109,831	-	**109,831**	**-**	**-**	Footnote 1
NORTH CAMPUS	**169,849**	**205,450**	205,450	-	**205,450**	**-**	**-**	Footnote 1
OMEGA NSS	**117,742**	**118,313**	118,313	-	**118,313**	**-**	**-**	Footnote 1
SEAVIEW	**178,534**	**499,116**	499,116	-	**499,116**	**-**	**-**	Footnote 1
SIGMA NSS	**110,728**	**110,949**	110,949	-	**110,949**	**-**	**-**	Footnote 1
TLC	**118,020**	**116,673**	116,673	-	**116,673**	**-**	**-**	Footnote 1
WEST HERCULES	**-**	**56,847**	56,847	-	**56,847**	**-**	**-**	Footnote 1
Closed/Program Total	**14,155,404**	**3,461,930**	**3,461,930**	**-**	**3,461,930**	**-**	**-**	
CENTRAL	**67,713,312**	**102,831,633**	94,934,549	1,124,565	**96,059,115**	**1,949,816**	**4,822,702**	Budget thru 20-21
RCP CHARTER	**8,148,550**	**4,415,204**	4,415,204	-	**4,415,204**	**-**	**-**	Footnote 1
TECHNOLOGY	**35,000,000**	**35,000,000**	34,294,330	24,882	**34,319,211**	**-**	**680,789**	Footnote 2
Admin/Other Total	**110,861,862**	**142,246,837**	**133,644,083**	**1,149,447**	**134,793,530**	**1,949,816**	**5,503,491**	
GRAND TOTAL	**1,262,354,248**	**1,656,822,431**	**1,537,900,924**	**18,822,748**	**1,556,723,674**	**48,424,196**	**51,674,561**	

** Original Budget provided is based on Report#2 dated April 30, 2018, and has not been reconciled.*

Footnote 1: Site projects are completed.

Footnote 2: Site Legacy projects are under planning, construction or in closeout.

Footnote 3: Site Legacy projects are completed and Facilities Master Plan Projects are under planning, construction or in closeout.

Footnote 4: Site projects are part of the Facilities Master Plan Projects to commence in future fiscal year.

Note 1: Does not include 1998 Measure E projects (DeJean Middle School)

West Contra Costa Unified School District
Bond Program Financial Status As of December 2019

Cash Projection to June-2021

				Notes
Adjusted Cash Balance			**$ 65,709,212**	**1**
Projected Revenues				
Bond Sales 2010 Measure D	$ 65,000,000			**2**
Bond Sales 2012 Measure E	$ 65,000,000			**2**
Less: Cost of Issuance	$ (510,000)			**2**
Interest Earnings	$ 1,970,000	$	131,460,000	**2**
Projected Available Funds		**$**	**197,169,212**	
Budget Balance				
Board Approved Budget		$	1,656,822,431	**3**
Less: Expenses to Date		$	(1,556,723,674)	**3**
Current Budget Balance		**$**	**100,098,757**	
Projected Cash Balance June 2021		**$**	**97,070,454**	

Items Pending State Approval

State Facility Grants Estimated Funding

Current Planning Period	$ 23,400,090.00	**4**
2023-2024 Planning Period	$ 7,615,578.00	**4**

Items Pending Board Approval

Future Facilities Master Plan Projects	$ 103,400,000	**5**
2022-2023 Estimated Central Cost	$ 8,070,000	**6**
2022-2023 Estimated Other Revenue	$ 840,000	**3**

West Contra Costa Unified School District
Bond Program Financial Status As of December 2019

Note 1 Adjusted Cash Balance

Description		Amount	Comments
Cash & Equivalents Building Fund 21	$	66,008,713	**A**
Cash & Equivalents County School Facilities Fund 35	$	2	**B**
Cash with Fiscal Agent (contract retentions)	$	8,264,041	**C**
Accounts Receivable	$	-	
Accounts Payable	$	-	**D**
Contract Retention	$	(8,563,545)	**C**
Adjusted Cash Balance	**$**	**65,709,212**	

Comments

A. This cash balance is reflective of financial data from MUNIS and should agree with Report 1, Note 16 less cash in Fund 35.

B. California School Facilities Grants are deposited into the County School Facilities Fund 35 and subsequently transferred to the Building Fund 21.

C. The new liability for vendor contract retentions billed, not paid, is the net of the Contract Retentions and Cash with Fiscal Agent. The amounts are reflective of financial data from MUNIS and are displayed on Report #1, Bond Program Key Performance Indicators (page 1) and on Note 15 of this same Report #1.

D. Accounts payable is reflective of financial data from MUNIS and are adjusted at June 30 fiscal year end.

West Contra Costa Unified School District
Bond Program Financial Status As of December 2019

Note 2 Projected Revenues

Fiscal Year	Bond Sales 2010 Measure D	Bond Sales 2012 Measure E	Less: Cost of Bond Issuance	Interest Earnings	Total
FY2020	$ 65,000,000	$ 65,000,000	$ (510,000)	$ 1,050,000	$ 130,540,000
FY2021				$ 920,000	$ 920,000
Sub-Totals	$ 65,000,000	$ 65,000,000	$ (510,000)	$ 1,970,000	$ 131,460,000
FY2022				$ 610,000	$ 610,000
FY2023				$ 230,000	$ 230,000
Sub-Total	$ -	$ -	$ -	$ 840,000	$ 840,000
Grand Total	**$ 65,000,000**	**$ 65,000,000**	**$ (510,000)**	**$ 2,810,000**	**$ 132,300,000**

Comments

A. Wilson has a BOE approved budget increase on 6.26.19 with supplemental funds from Fund 25 of $ 1.7M and Fund 01-9200 MRAD of $850,000.

B. Richmond HS has a BOE approved budget increase on 11.6.19 with supplemental funds from Fund 40 of $ 1M.

C. The average issuance cost for the last two issues is $ 505,549.60

Note 3 Budgeted and Projected Expenses

Description	Note
Board Approved Budget	This number comes from Report # 2, Bond Program Spending by Site. This represents the amount of contracts and purchase orders that have been issued but not yet paid.
Expenses to Date	This number comes from Report # 2, Bond Program Spending by Site. This represents the amount of project budgets that have not been committed or paid. It assumes that the balance of each project budget will be spent.

West Contra Costa Unified School District
Bond Program Financial Status As of December 2019

Note 4 California State Facilities Grants

Upon release of funds by the California State Allocation Board the State Controller prepares the checks which are then mailed to the County Treasurer for deposit into the District's bank account Fund 35 (County School Facilities Fund) and subsequently are transferred to Fund 21, Building Fund.

School	Funding	OPSC * Status	SAB** Approval	SAB** Funded	Amount
Pinole Valley HS	Modernization	Unfunded Approval List	07/19 - 12/19	Est. Jul-20	$ 23,400,090
Helms	Modernization	On Work List	07/22 - 12/22	Est. Jul-23	$ 4,133,414
Crespi MS	Modernization	On Work List	07/23 - 12/23	Est. Feb-24	$ 3,482,164
				Total	$ 31,015,668

***Office of Public School Construction - OPSC**
****State Allocation Board - SAB**

West Contra Costa Unified School District
Bond Program Financial Status As of December 2019

The Board of Education received the Implementation Plan with the draft Master Plan on June 15, 2016 and approved them unanimously. The Board approved Implementation Plan - Model one includes the following projects with the project cost, including inflation:

School	Project Type	FMP 2016	Current Budget
Ed Specs & School Size		$ 200,000	$ 200,000
Harmon Knolls	Soils Testing	$ 100,000	$ 41,489
Valley View Elementary School	Critical Needs	$ 1,000,000	$ 1,091,447
Crespi Middle School	Critical Needs	$ 3,100,000	$ 5,300,000
Riverside Elementary School	Critical Needs	$ 6,900,000	$ 6,900,000
Richmond High School	Critical Needs	$ 15,100,000	$ 21,000,000
Highland Elementary School	Critical Needs	$ 800,000	$ 800,000
Grant Elementary School	Critical Needs	$ 900,000	$ 211,467
Olinda Elementary School	Critical Needs	$ 1,000,000	$ 1,000,000
Chavez Elementary School	Critical Needs	$ 600,000	$ 72,847
Ohlone Elementary School	Critical Needs	$ 800,000	$ 623,885
Harmon Knolls	Critical Needs	$ 200,000	$ 406,946
Fairmont Elementary School	Critical Needs	$ 3,000,000	$ 3,000,000
Stege Elementary School	Critical Needs	$ 2,900,000	$ 2,900,000
Wilson Elementary School	RS Replacement	$ 40,300,000	$ 40,300,000
Lake Elementary School	Critical Needs	$ -	$ 147,501
Lake Elementary School	RS Replacement	$ -	$ 1,000,000
Sub Total		**$ 76,900,000**	**$ 84,995,582**

Note 5: Future Facilities Master Plan Projects

School	Project Type	FMP 2016	Current Budget
Cameron School	Critical Needs	$ 1,300,000	$ 1,300,000
Collin Elementary School	Critical Needs	$ 3,500,000	$ 3,500,000
Hercules Middle School	Critical Needs	$ 7,500,000	$ 7,500,000
Hercules High School	Critical Needs	$ 7,200,000	$ 7,200,000
Kennedy High School	Critical Needs	$ 12,200,000	$ 12,200,000
Lake Elementary School	RS Replacement	$ 66,100,000	$ 64,600,000
Shannon Elementary School	Critical Needs	$ 7,100,000	$ 7,100,000
Sub Total		**$ 104,900,000**	**$ 103,400,000**

TOTAL IMPLEMENTATION PLAN MODEL 1	**$181,800,000***	**$ 188,395,582**

Definition of ROM[1]

Five percent inflation has been applied from mid-2016 to the scheduled midpoint of construction, compounded yearly, to account for inflation. These "Rough Order of Magnitude" (R.O.M.) cost estimates, which are based on general cost per square foot, do not include market-based contract escalation (if any) above 5% annual inflation.

Additionally, the cost of temporary housing has been included where it was known to be required at the time of the Master Plan (e.g., at Lake Elementary). It has not been included where it was not anticipated prior to the release of the Master Plan (e.g., at Wilson Elementary).

Note that further Architectural and Engineering studies are required, including scoping and budgeting, for all Critical Needs. *In June 2016 the Board approved $181,800,000 FMP since then the following budget revisions have been approved by the Board:
- Harmon Knolls $250,000 and Valley View $150,000 on 08/09/17, Grant <$688,533>, Harmon Knolls <$101,565>, Lake <$352,499>, Ohlone <$176,115>, & Valley View <$58,553> on 07/25/18, Richmond $3,900,000 on 11/14/18, Crespi $2,200,000 on 03/20/19, Chavez <$527,153> , Lake $1,000,000 on 06/26/19 and Richmond HS $2,000,000 on 11/6/19.

Note 6 Unbudgeted Central Services Expenses FY2022-2023

Description		Amount
Salaries & Benefits	$	5,200,000
Services & Other Cost	$	2,870,000
	$	8,070,000

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
Financial Impact of Report 13 Variance
From November 2019 to December 2019

Updated 01/03/2020, effective date as of 12/31/2019

Item	November 2019	December 2019	Variance	Notes	Amounts	Variance
Adjusted Cash Balance	**$ 71,168,267**	**$ 65,709,212**	**$ (5,459,055)**	December Expended	$ (5,459,055.00)	
					$ (5,459,055.00)	**$ -**
Projected Available Funds	**$ 202,628,267**	**$ 197,169,212**	**$ (5,459,055)**	December Expended	$ (5,459,055.00)	
					$ (5,459,055.00)	**$ -**
Projected Cash Balance	**$ 97,070,454**	**$ 97,070,454**	**$ -**	No Variance	$ -	
					$ -	
State Facility Grants	**$ 31,015,668**	**$ 31,015,668**	**$ -**	No Variance	$ -	
					$ -	

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WCCUSD

Bond Program Change Order Status for Active Projects

School Type	#	Sub-Project Name	Architect of Record	Construction Contract Value	Notice to Proceed	Completion Date	Percent Complete	Approved Change Orders		Pending Change Orders	
								Amount	%	Amount	%
Middle Schools	1	Crespi Middle School Gym Seismic Retrofit	HMC Architects	$ 3,997,407.00	5/1/2019	11/18/2019	90%	$64,048.09	1.60%	$151,343.50	3.79%
High Schools	2	Pinole Valley High School New Campus	WLC Architects	$ 129,894,002.00	6/15/16	4/8/2019	99.92% **(*)**	$5,430,208.00	4.18%	$389,268.00	0.30%
TOTALS				**$133,891,409.00**				**$5,494,256.09**	**4.10%**	**$540,611.50**	**0.40%**

(*) Billed To Date

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West Contra Costa Unified School District

Bond Program

CBOC Change Order Information - Sub-Project Summary

(as of: 1/8/2020 9:57:50 AM)

Sub-Project Summary For: Crespi Middle School Seismic Retro

Contract No.: 1000003031 (Strawn Construction, Inc. - Original Contract Amt = $3,997,407.00)

CO Reason Code (See Below)	COs $0 to $5,000		COs $5,000 to $25,000		COs > $25,000		Grand Total COs > $0		COs With Net Credits		Grand Total All COs	
	# of COs	Total CO Value	# of COs	Total CO Value	# of COs	Total CO Value	# of COs	Total CO Value	# of COs	Total CO Value	# of COs	Total CO Value
1	0	$0.00	0	$0.00	1	$91,309.37	1	$91,309.37	0	$0.00	1	$91,309.37
2	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00
3	1	$0.00	0	$0.00	2	$124,082.22	3	$124,082.22	0	$0.00	3	$124,082.22
4	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00
Not Indicated	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00
Totals	**1**	**$0.00**	**0**	**$0.00**	**3**	**$215,391.59**	**4**	**$215,391.59**	**0**	**$0.00**	**4**	**$215,391.59**

CO Reason Code Definitions

Reason CD	Reason Description
1	Unforeseen Conditions
2	Owner Initiated Scope Change
3	Design Deficiency
4	Outside Agency

West Contra Costa Unified School District

Bond Program

CBOC Change Order Information - Sub-Project Summary

(as of: 1/8/2020 9:56:35 AM)

Sub-Project Summary For: Pinole Valley HS Ph5 Main Campus

Contract No.: 1000001929 (Lathrop Construction Associates, Inc - Original Contract Amt = $129,894,002.00)

CO Reason Code (See Below)	COs $0 to $5,000		COs $5,000 to $25,000		COs > $25,000		Grand Total COs > $0		COs With Net Credits		Grand Total All COs	
	# of COs	Total CO Value	# of COs	Total CO Value	# of COs	Total CO Value	# of COs	Total CO Value	# of COs	Total CO Value	# of COs	Total CO Value
1	9	$0.00	4	$41,681.00	6	$483,631.00	19	$525,312.00	0	$0.00	19	$525,312.00
2	2	$7,168.00	0	$0.00	3	$149,847.14	5	$157,015.14	5	-$369,934.00	10	($212,918.86)
3	3	$10,583.00	8	$120,907.86	52	$5,674,278.00	63	$5,805,768.86	6	-$586,383.00	69	$5,219,385.86
4	1	$3,101.00	2	$25,584.00	3	$259,012.00	6	$287,697.00	0	$0.00	6	$287,697.00
Not Indicated	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00
Totals	**15**	**$20,852.00**	**14**	**$188,172.86**	**64**	**$6,566,768.14**	**93**	**$6,775,793.00**	**11**	**-$956,317.00**	**104**	**$5,819,476.00**

CO Reason Code Definitions

Reason CD	Reason Description
1	Unforeseen Conditions
2	Owner Initiated Scope Change
3	Design Deficiency
4	Outside Agency

A/P Check List

December. 2019
Fund 21

Vendor Name	Check No.	Check Date	Short Account	Invoice Number	Invoice Date	Amount	Invoice Description
Site 000 - UNDISTRIBUTED						**210,476.96**	
C OVERAA & CO	189611	12/17/19	21-9745-9135-000	1000002635-15A TRUST	12/12/19	141,856.44	OVERRA 1000002635 -15A TRUST 7510545402
C OVERAA & CO	190068	12/31/19	21-9745-9135-000	1000002635-16A TRUST	12/17/19	68,620.52	Contract 1000002635 RETENTION7510545402
Site 123 - FAIRMONT						**68,564.63**	
A AND E EMAAR	189240	12/03/19	21-9745-6211-123	1000003141-05	11/19/19	68,564.63	FAIRMONT ES CRITICAL NEEDS PR
Site 145 - OLINDA						**77,342.27**	
ERA CONSTRUCTION INC	189460	12/10/19	21-9745-6170-145	1000002949-04	11/08/19	70,817.27	OLINDA ES CRITICAL NEEDS PROJE
ERA CONSTRUCTION INC	190133	12/31/19	21-9745-6170-145	1000002949-05	12/18/19	4,750.00	OLINDA ES CRITICAL NEEDS PROJE
TBP ARCHITECTURE, INC	190340	12/31/19	21-9745-6201-145	27432	12/04/19	1,775.00	OLINDA ES CRITICAL NEEDS PROJE
Site 150 - RIVERSIDE						**2,717.50**	
ALAN KROPP AND ASSOCIATES INC	189404	12/10/19	21-9745-6190-150	26719	10/25/19	2,717.50	RIVERSIDE ES GEOTECHNICAL ENGI
Site 165 - WILSON						**4,164,288.65**	
C OVERAA & CO	189430	12/10/19	21-9745-6201-165	1000002635-15	11/06/19	32,532.00	WILSON ES - DESIGN & CONSTRUCT
C OVERAA & CO	189430	12/10/19	21-9745-6211-165	1000002635-15A	11/06/19	2,695,272.26	WILSON ES - DESIGN & CONSTRUCT
C OVERAA & CO	189610	12/17/19	21-9745-6201-165	1000002635-16	12/03/19	14,244.63	WILSON ES - DESIGN & CONSTRUCT
C OVERAA & CO	189610	12/17/19	21-9745-6211-165	1000002635-16A	12/03/19	1,303,789.78	WILSON ES - DESIGN & CONSTRUCT
HIBSER YAMAUCHI ARCHITECTS INC	189289	12/03/19	21-9745-5860-165	4909123	11/14/19	400.00	WILSON ES DESIGN & ENGINEERING
INSPECTION SERVICES INC	189682	12/17/19	21-9745-5890-165	255136	11/11/19	19,867.32	WILSON ES DSA SPECIAL TESTING
INSPECTION SERVICES INC	189682	12/17/19	21-9745-5890-165	255276	12/06/19	10,982.66	WILSON ES DSA SPECIAL TESTING
MICHAELS TRANSPORTATION	189505	12/10/19	21-9745-5890-165	112656	11/20/19	14,875.00	WILSON ES MASTER PLAN TRANSPOR
MICHAELS TRANSPORTATION	189725	12/17/19	21-9745-5890-165	113006	12/10/19	29,750.00	WILSON ES MASTER PLAN TRANSPOR
MICHAELS TRANSPORTATION	190245	12/31/19	21-9745-5890-165	113128	12/17/19	14,875.00	WILSON ES MASTER PLAN TRANSPOR
STRUCTURE GROUPS	189802	12/17/19	21-9745-6214-165	190933-4	11/30/19	27,700.00	WILSON ES PROJECT INSPECTOR SE
Site 206 - CRESPI JR HIGH						**342,598.40**	
STRAWN CONSTRUCTION INC	190333	12/31/19	21-9745-6211-206	1000003031-08	12/04/19	342,598.40	CRESPI MS GYM SEISMIC RETROFIT
Site 362 - PINOLE VALLEY HIGH						**306,499.12**	
A GOOD SIGN & GRAPHICS CO	189587	12/17/19	21-9745-6219-362	1000003266-01	11/20/19	27,966.10	PVHS INTERIOR & EXTERIOR SIGNA
AREY JONES EDUCATIONAL SOLUTIO	189409	12/10/19	21-9745-4460-362	0175990-IN	10/24/19	20,683.12	QUOTE #022358.1
DECOTECH SYSTEMS	189447	12/10/19	21-9745-6460-362	1000003027-5	07/31/19	12,828.51	PVHS TECHNOLOGY INFRASTRUCTUR
DRYCO CONSTRUCTION INC	189648	12/17/19	21-9745-6219-362	22810	12/09/19	49,688.00	PVHS REPAVING TEMP STAFF PARKI
ROEBBELEN CONSTRUCTION MANAGEM	189542	12/10/19	21-9745-6217-362	41	11/07/19	48,240.00	PINOLE VALLEY HIGH - CONSTRUCT
ROEBBELEN CONSTRUCTION MANAGEM	190295	12/31/19	21-9745-6217-362	42	12/04/19	30,435.00	PINOLE VALLEY HIGH - CONSTRUCT
TROXELL COMMUNICATIONS INC	189570	12/10/19	21-9745-6460-362	1000003110-02	09/17/19	53,115.65	PINOLE VALLEY HS PROJECTORS IN
VISTA ENVIRONMENTAL INC	189828	12/17/19	21-9745-6207-362	INV-18890	11/20/19	1,680.00	PVHS SCIENCE LAB CHEMICALS REL

A/P Check List

December. 2019
Fund 21

Vendor Name	Check No.	Check Date	Short Account	Invoice Number	Invoice Date	Amount	Invoice Description
WLC ARCHITECTS INC	189581	12/10/19	21-9745-6201-362	0101970102	10/09/19	61,862.74	PINOLE VALLEY DESIGN CONTRACT
Site 364 - RICHMOND HIGH						**27,737.50**	
INSPECTION SERVICES INC	189486	12/10/19	21-9745-5890-364	255168	11/21/19	150.00	RHS SPECIAL INSPECTION AND MAT
LATHROP CONSTRUCTION ASSOCIATE	189497	12/10/19	21-9745-6201-364	1000003023-000011	11/18/19	19,987.50	RICHMOND HS - DESIGN-BUILD FOR
STRUCTURE GROUPS	189802	12/17/19	21-9745-6214-364	190934-2	11/30/19	7,600.00	RICHMOND HS DSA PROJECT INSPEC
Site 615 - OPERATIONAL SUPPT SRVS CE						**97,610.42**	
AA OFFICE EQUIPMENT CO INC	190033	12/31/19	21-9745-5640-615	AR73888	11/30/19	176.78	FOC COPIERS- SERVICE MAINT. AG
BPXPRESS REPROGRAPHICS	189608	12/17/19	21-9748-6207-615	BE00143895	12/05/19	3,373.14	FOC - DOCUMENT REPRODUCTION SE
CMRC CONSULTING	189252	12/03/19	21-9745-5890-615	1507	11/18/19	6,500.00	PROGRAM MGMT - PRIMAVERA HOSTI
CMRC CONSULTING	190088	12/31/19	21-9745-5890-615	1509	12/17/19	6,500.00	PROGRAM MGMT - PRIMAVERA HOSTI
DDLN.INC	189446	12/10/19	21-9748-5860-615	046R1	11/12/19	21,600.00	FOC/CENTRAL-PRIMAVERA SERVICES
DDLN.INC	190109	12/31/19	21-9748-5860-615	047	12/20/19	20,160.00	FOC/CENTRAL-PRIMAVERA SERVICES
EMPLOYERS ADVOCATE INC	189263	12/03/19	21-9748-5890-615	11245	11/04/19	320.00	PROGRAM-WIDE PROJECT LABOR AGR
KNN PUBLIC FINANCE	189696	12/17/19	21-9745-5860-615	2114	12/02/19	2,000.00	CONSULTANT AGREEMENT - BOND
LISA NAGAI	189733	12/17/19	21-9745-6217-615	37	12/05/19	5,550.00	CONSTRUCTION MANAGEMENT-PROJEC
MELISSA TRUITT	189821	12/17/19	21-9745-6203-615	0039	11/30/19	11,590.00	PROGRAM MANAGEMENT- PLANNING/C
MOSS ADAMS LLP	189729	12/17/19	21-9745-5830-615	4009591	11/25/19	838.79	PERFORMANCE AUDIT SERVICE
MOSS ADAMS LLP	189729	12/17/19	21-9748-5830-615	4009591	11/25/19	838.80	PERFORMANCE AUDIT SERVICE
ORBACH HUFF AND SUAREZ LLP	190261	12/31/19	21-9745-5895-615	49163	12/13/19	5,365.04	NOV BOND FD 21 CONTINUING AGREEMENT
ORBACH HUFF AND SUAREZ LLP	190261	12/31/19	21-9745-5895-615	89164	12/13/19	12,597.15	NOV NYSTROM CONTINUING AGREEMENT
SOUTHWEST SCHOOL & OFFICE SUPP	190322	12/31/19	21-9745-4300-615	PINV0634113	09/26/19	34.94	BLANKET PURCHASE ORDER
SOUTHWEST SCHOOL & OFFICE SUPP	190322	12/31/19	21-9745-4300-615	PINV0639249	10/08/19	165.78	BLANKET PURCHASE ORDER
Site 686 - TECHNOLOGY - OPERATIONAL						**24,881.71**	
USAC	190350	12/31/19	21-9748-5890-686	161040300	10/09/19	24,881.71	CHAVEZ ES FRN#1699087293
Grand Total						**5,322,717**	

* Does not include: Payroll, Retention withholds.

West Contra Costa Unified School District

Bond Policies & Procedures

"Program Management Plan" Update

January 13, 2020

presented to Citizens' Bond Oversight Committee

https://www.wccusd.net/Page/13520

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Background

- The Moss Adams Program Effectiveness Audit recommends that: "the District consolidate all policies, procedures, and resolutions into one document to ensure effective controls and communication of the policies and procedures."
- On May 8th, 2019, the Board of Education approved a contract with Swinerton Management & Consulting ("SMC") to assist the District to develop and publish a Bond Program Management Plan ("PMP")
- The Program Management Plan is anticipated to be completed by June 2020
- Regular updates and draft sections are available at https://www.wccusd.net/Page/13520

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Program Management Plan: Anticipated Schedule to Release Working Drafts

- ✓ **Program and Operations** – December 2019
- **Administrative** – January 2020
- **Project Management** – February 2020
- **Fiscal** – March 2020
- **Program Management Plan** – April 2020
- **Present to Board** – June 2020

After publishing each section, the District will open a 30-day public comment window for suggestions.

Written suggestions for improvement are encouraged and may be submitted online using a google form.

https://www.wccusd.net/Page/13520

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Program Management Plan: Program & Operations Working Drafts & Appendix

Working Draft Narrative



I. Program and Operations

A. WCCUSD's Vision and Mission

1. Bond Management Team Vision / Purpose Statement

When finalized, it will be added to this document.

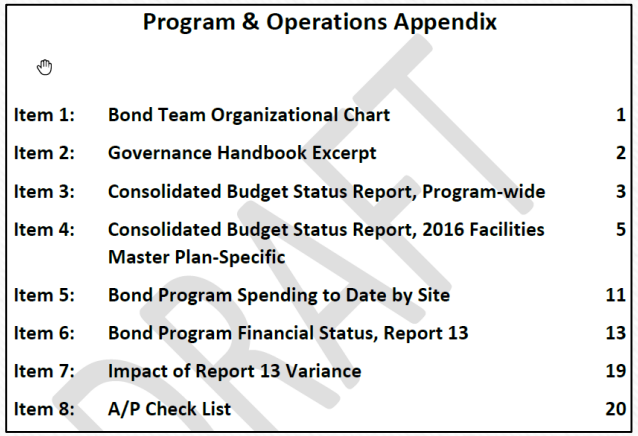
2. Long-Range Facilities Master Plan

West Contra Costa Unified School District's current Long-Range Facilities Master Plan (FMP) was approved by the Board of Education on June 15, 2016. The purpose of creating a new FMP was to solicit input for prioritizing and sequencing construction projects that will utilize the remaining funds from the Measure D 2010 and Measure E 2012 bonds. The process to create the Plan began on July 24, 2015. Community and stakeholder involvement were key elements in this highly involved, transparent process.

The complete 2016 Long-Range Facilities Master Plan, including the process by which it was developed and approved, can be found on the District's website at the Facilities Master Plan / Implementation page, which is located here: https://www.wccusd.net/Page/6945.

- ✓ The Narratives include web links to the most up to date information for source documents.

Appendix



Program & Operations Appendix

Item 1:	Bond Team Organizational Chart	1
Item 2:	Governance Handbook Excerpt	2
Item 3:	Consolidated Budget Status Report, Program-wide	3
Item 4:	Consolidated Budget Status Report, 2016 Facilities Master Plan-Specific	5
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Item 6:	Bond Program Financial Status, Report 13	13
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- ✓ All four sections will include an Appendix with charts, reports, and other reference materials that support the narrative.

Acronym List



Acronym List

AOR: Architect of Record

ASC: Audit Sub-Committee

ASO: Associate Superintendent of Operations

BCT: Bond Controls Team

BMP: Best Management Practice

BOE: Board of Education

Cal/OSHA: California Division of Industrial Safety

CASQA: California Stormwater Quality Association

CBOC: Citizens' Bond Oversight Committee

- ✓ The Program Management Plan will include an Acronym Guide.

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Aligning the Program Management Plan with Implementation of Recommendations

Table of Contents including the reference to Recommendation

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3. Organizational Structure 5

Draft Summary & Tracking for All Recommendations

Master List #	VLS #	Brief Description	Location	Moss Adams
1	TC 1-1	advertise CBOC membership	PO: C.5.a.i	O
2	TC 2-1	clarify "review period" in Master Plan	PO: A.2.b	
3	TC 2-2	Incl. information about Master Plan in Bond Measure	WCCUSD	
4	TC 4-1	revise Governance Handbook (GH) (ethics)	Board of Education	✓
5	TC 4-2	Brown Act training workshop	Training	
6	TC 4-3	add Conflict of Interest section to GH	PO: C.2	✓
7	TC 4-4	Conflict of Interest section (cont.)	PO: C.1, C.2	✓
8	TC 4-5	BOE power over contract amendments	Board of Education	✓
9	TC 4-6	BOE training on GH contents	Board of Education	O
10	TC 5-1	annual internal Master Plan review	PO: A.2.a	
11	TC 5-2	multi-year, line-item budgets	F: A.1, A.1.a.ii	
12	**TC 6-1**	**budget practices**	**F: B.1**	
13	**TC 6-2**	**budget verification pre-contract approval**	**F: A.3, B.3, D.2.a**	**O**
14	**TC 6-3**	**budget verification process**	**F: B.3**	**O**
15	**TC 6-4**	**budget string review by principal acct**	**F: B**	**O**
16	**TC 6-5**	**budget string sign off on transfer form**	**F: A.3, B.3**	**O**
17	**TC 6-6**	**New form for budget amendment/transfer**	**F: A.4.b, D.2.a**	**O**
18	**TC 6-7**	**Bond project budget reports to BOE**	**F: A.1.a.i, D.1.a.i**	
19	**TC 6-8**	**budget in/decreases for BOE approval**	**F: A.4.b**	
20	**TC 6-9**	**Site Budget Authorization Form monthly**	**F: A.1.a, D.1.a.i**	

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Next Steps

- Ongoing iterative review of updated section working drafts and accompanying appendix
- Release and working drafts online
- Receive, review and if approved incorporate feedback
- Maintain the summary of all audit recommendations & provide updates on the implementation of recommendations
- Continue to provide monthly updates to the Facilities Committee and Citizens' Bond Oversight Committee
- Publish the Program Management Plan in June 2020

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Introduction

This Bond Program Management Plan has been developed by West Contra Costa Unified School District for use in administering the District's Bond Program, with the support of Swinerton Management and Consulting. The purpose of this Plan is to provide information to Bond Program participants on the procedures relevant to its execution. This Plan outlines all the processes for Bond Program activities including, but not limited to, staffing, procurement, financial controls, document control, budgeting practices, master planning, scheduling, invoice/payment application review and processing, change order review and processing, and claims avoidance and management.

The Bond Program Management Plan is intended to provide the West Contra Costa Unified School District with documentation of the internal controls that properly implement the District's policies, safeguard its assets, provide compliance with state and federal laws and regulations, and produce timely and accurate financial information.

The following sections and attachments describe the procedures for administering and managing the bond program and related projects. These descriptions do not replace the District's contract requirements. Rather, they provide supplemental information regarding management and day-to-day processes. The Plan will ensure that District staff has clear guidelines to follow, assist in training new members of the team by providing them with the initial and fundamental information they will need to meet the expectations of the West Contra Costa Unified School District, and provide consistency in process implementation.

This Bond Program Management Plan is a living document which is intended to be revised and refined over time to reflect emerging decisions, improvements, and best practices needed to guide the program to a successful conclusion. Suggestions for revisions, additions, and improvements may be forwarded to any of the following:

Melissa Payne, Director of Contract Administration
Email: mpayne@wccusd.net

General Mailbox: facilitiesplanning@wccusd.net

The Board of Education of the West Contra Costa Unified School District gives life and meaning to this Bond Program Management Plan by intermittently reviewing it under the purview of the Facilities Committee. When new regulations or better practices emerge, the Director of Contract Administration will review any updates to the Plan with the Facilities Committee, which will determine whether/which revisions need to go to the Board for full approval. The Facilities Committee will report to the Board annually, at the minimum, that the Bond Program Management Plan is current and under implementation.

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I. Program and Operations

A. WCCUSD's Vision and Mission

1. Bond Management Team Vision / Purpose Statement

When finalized, it will be added to this document.

2. Long-Range Facilities Master Plan

West Contra Costa Unified School District's current Long-Range Facilities Master Plan (FMP) was approved by the Board of Education on June 15, 2016. The purpose of creating a new FMP was to solicit input for prioritizing and sequencing construction projects that will utilize the remaining funds from the Measure D 2010 and Measure E 2012 bonds. The process to create the Plan began on July 24, 2015. Community and stakeholder involvement were key elements in this highly involved, transparent process.

The complete 2016 Long-Range Facilities Master Plan, including the process by which it was developed and approved, can be found on the District's website at the Facilities Master Plan / Implementation page, which is located here: https://www.wccusd.net/Page/6945.

a. Annual Review and Update

The Facilities Planning and Construction Department reviews the FMP annually, presenting updates on each Master Plan project to the Board, as well as the overall schedule and budget. Any factors that may have an effect on the Plan are brought to the Board's attention. These may include changes in critical needs, state funding eligibility, and project timelines. Master Plan updates from previous years can be found on the District's website at the Facilities Master Plan / Implementation page, which is located here: https://www.wccusd.net/Page/6945

b. Periodic Master Plan Reassessment

In the Conclusion section of the FMP, there is an Additional Recommendation to complete a periodic review of the Plan involving the community. While the FMP is kept current through the annual review process which is approved by the Board and shared with the CBOC and the FC, there may be factors that call for a thorough reassessment of the Plan.

Substantial changes in the scope, sequence, and/or funding of FMP projects require Board Approval.

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3. Legacy Projects

In addition to the projects defined in the 2016 Long-Range Facilities Master Plan, there are several construction projects, known as Legacy Projects, that were already in various phases of completion at the time the FMP was approved.

B. Roles and Responsibilities

1. Teams and Departments

There are many groups that contribute to a District's successful bond program, each with an interest in and responsibility for the expenditure of bond funds. These groups are invited participants in the process of planning for and managing the bond program.

a. Board of Education

The Board represents the desires and expectations of the stakeholders as well as the voters in the School District and is therefore mandated to set the vision and goals for the District. Members of the Board, and the Board as a whole, are responsible for setting policies that adhere to State Education Code, Government Code, and Public Contract Code, and are charged with exercising oversight to hold the District accountable.

b. Superintendent

The Superintendent is the Chief Executive Officer, who is designated by the Board to implement their policies and manage the administration of the District. The Superintendent provides the Board with the information analytics and informed professional advice necessary to formulate policy and monitor the operations of the District.

c. Implementation Task Force

In 2016, the District received the Phase II Final Report of Forensic Accounting (FAI). In their review of the FAI, Vicenti, Lloyd & Stutzman (VLS) published several recommendations, including the creation of an Implementation Task Force (ITF) with the responsibility to develop and oversee an Implementation Plan. The express responsibility of the ITF is to reduce the District's risk and improve the overall operational and administrative efficiencies. The Board approved the creation of the ITF in October of 2016. The ITF meets quarterly, and is comprised of the following members:

- Superintendent
- Associate Superintendent, Business Services

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- Associate Superintendent, Operations
- Internal Auditor
- Director of Contracts
- CBOC Member
- Solutions Team Member

d. Business Services

Led by Associate Superintendent of Business Services, Dr. Tony Wold, the Business Services Department comprises the following functional areas:

- Accounting
- Budgeting
- Fiscal Services
- General Services / Purchasing
- Internal Audits
- Payroll

e. Operations

Led by Associate Superintendent of Operations, Luis Freese, the Operations Department manages the following functional areas, including all fiscal, procurement and contracting oversight:

- Bond Program
- Facilities Planning and Construction
- Maintenance and Operations

The Bond Controls Team, comprised of the Contracts Approver, the Fiscal Approver, and the Engineering Approver, leads the efforts to manage the modernization or new construction of facilities suited to lead the District's students into the 21st century. Following the approval of the Long-Range Facilities Master Plan in 2016, the group administers the execution of projects that are funded by a variety of sources, including bond measures.

The Executive Director of Maintenance and Operations (M&O) leads the department to ensure the safety and security of students, staff, and the community by maintaining the integrity of learning and working environments. Their experiences and lessons learned are invaluable in the planning of future projects. At the completion of new construction or modernization projects, the Facilities department works very closely with M&O staff to provide training and materials for a successful handoff.

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f. School Sites

Principals, staff, students, and parents have very strong affiliations with their respective schools and are passionate about protecting their culture and identity. When projects at each of the District's schools are approved by the Board, the school community will be included in the planning process as stakeholders.

g. Other Departments

When the scope of construction projects includes the modernization or new construction of functional areas that will be managed by the following special departments, representatives will be included in the planning process as stakeholders.

- Special Education
- Technology Services
- Food Services

h. Consultants

To successfully manage a bond program, there will be a need for individuals with expertise or certification in certain special services such as financial, engineering, legal, project or construction management, and administrative matters. Since the need for these services usually lasts for a finite period of time, it's most economically efficient for the District to hire qualified consultants to perform the work. These individuals and firms work with the Bond Controls Team (BCT) to facilitate planning meetings, and work on the District's behalf to manage the progress of projects through various agency approvals.

2. District and Professional Services Annual Staffing Plan

Concurrent with the preparation of the annual fiscal year budget, the Bond Controls Team will prepare an Annual Staffing Plan. In an effort to identify cost-saving efficiencies, the Plan aligns staffing resources with the needs of the bond program and management of projects authorized for the upcoming fiscal year. The Plan will include services provided by professional consultants as well as District staff to ensure the most economically efficient means of managing the program.

3. Organizational Structure

Organizational charts for the District, including the following groups, can be found on the District Website at: https://www.wccusd.net/Page/12252.

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- District Leadership
- Business Services
- Facilities Planning & Construction Department
- Maintenance

The organizational chart for the Bond Team can be found in the Appendix as Item 1.

C. Transparency and Communication

1. District Business Ethics Policy

Board Policy 4319.21 states, "District employees are expected to maintain the highest ethical standards, follow district policies and regulations, and abide by state and federal laws." In dealing with vendors and contractors, staff is expected to represent the integrity of the District through transparency and strict adherence to established procedures.

Vendors and contractors who do business with the District are also expected to maintain the highest ethical standards. Standard contract templates include entire sections with language related to conflict of interest and integrity.

2. District Conflict of Interest Policy

The Board is expected to maintain the highest ethical standards and to ensure that decisions are made in the best interest of the District and the public. Board Bylaw 9270 describes in detail the conditions which may create a conflict of interest (or the appearance of such) for a Board member, District employee, or any other person acting on behalf of the District. This bylaw can be found online at http://www.gamutonline.net/district/wccsd/DisplayPolicy/436947/9.

In addition, page 21 of the District's Governance Handbook explains the bylaw in more detail and expands on the conditions in which a potential conflict may arise. The relevant excerpt from the Governance Handbook is attached in the Appendix as Item 2.

3. Board of Education

The Board of Education (BOE) is responsible for governing the school district efficiently and effectively on behalf of the community. With community input, the Board envisions the education future of its community and then formulates goals, defines outcomes, and sets the course for the District. Through planning and goal-setting efforts, the Board ensures that the District's vision is articulated in written board policies, mirrored in budget planning, and implemented in ways that allow for oversight and success.

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a. Membership

The five (5) members of the WCCUSD Board of Education, led by a Board President, are elected by voters for a term of four (4) years. The current Board membership can be found on the District website at https://www.wccusd.net/domain/3196.

b. Meetings

With the exception of closed sessions, Board meetings are open to the public and held in the Lovonya DeJean Middle School Multi-Purpose Room, located at 3400 Macdonald Avenue, Richmond. Meetings are generally held twice a month beginning at 6:30 pm. The Board Meeting schedule can be found on the District website at: https://www.wccusd.net/domain/3196.

Live television broadcast of regularly scheduled Board meetings is made available by the City of Pinole on PCTV Channel 26/28, the City of Richmond KCRT Channel 28, and the City of Hercules Cable Channel 28. Both live and historical meetings can also be streamed online at: http://www.ci.richmond.ca.us/3218/WCCUSD.

c. BOE Précis

All transactions brought to the Board for approval or ratification must be summarized in a report, called a précis, that outlines the transactions, the steps taken by the District department, and the decision or other action requested of the Board. Board authorization for various types of transactions is described in further detail in Section III.C. Board Authorization.

4. Facilities Committee

a. Membership

The purpose of the Facilities Committee (FC), which is comprised of two (2) members of the Board, is to provide the Facilities Planning and Construction Department with focus and the opportunity for feedback and direction in a timely manner. This allows the Board to be educated on Facilities matters that require a decision without expanding Board agendas that are already extensive. The FC can approve Facilities matters with the delegated authority of the Board, or it can refuse to do so. In the latter case, District staff can still present these matters to the full Board and shall indicate in the précis that they are doing so in opposition to the decision made at committee.

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b. Meetings

The FC meets monthly at the Facilities Operations Center, 1400 Marina Way South, Richmond. Meetings are open to the public, and the schedule can be found at the Facilities Committee page on the District's website at https://www.wccusd.net/Page/238.

5. Citizens' Bond Oversight Committee

As a result of the passage of Prop 39 in November 2000, language was added to the Education Code calling for school districts to establish a Citizens' Bond Oversight Committee (CBOC) for all bonds issued pursuant to Prop 39. WCCUSD's CBOC provides oversight for Measures M-2000, D-2002, J-2005, D-2010, and E-2012.

The purpose of the CBOC, as stated in Board Policy BP 7214.2, is to inform the public concerning the expenditures and uses of bond revenues. The CBOC's legal charge is to actively review and report on the uses of bond proceeds to ensure they are spent only on school facilities improvements allowed under each bond measure and not for any other purpose.

a. Membership

The Board shall appoint the members of the CBOC. The Committee should consist of at least seven (7) members who serve for no more than three (3) consecutive terms of two (2) years each. Within sixty (60) days of being notified of a vacancy, the Board may appoint a new member to complete the term of the vacant seat. Thereafter, members must apply for an additional term if they wish to remain on the Committee.

i. Outreach

The District believes that a great way to recruit CBOC members is personal contact and networking by both District personnel and current CBOC members. The District has a link on its website to assist in the application process here: https://www.wccusd.net/cms/lib/CA01001466/Centricity/Domain/1868/A%207%20Membership%20Information.pdf.

The District has a link to the current CBOC roster, which reflects any current vacancies, here: https://www.wccusd.net/domain/1867

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b. Meetings

CBOC meetings are held monthly at the Facilities Operations Center, 1400 Marina Way South, Richmond, and are open to the public. The meeting schedule and agendas can be found on the CBOC website at: https://www.wccusd.net/domain/1828. In addition, the CBOC and Board will hold joint meetings in the first quarter (January – March) and third quarter (July – September) of each year.

Members of the CBOC have special clearance to submit Public Record Act Requests (PRAR) directly to the Associate Superintendent of Operations. When submitted directly to the ASO, these PRARs can be prioritized by District staff. For information about submitting a PRAR as a member of the public, please see Section I.8.c Public Record Act Requests.

c. Reporting

In addition to the project status update, the Bond Management Team presents the standard sets of reports to the CBOC, as follows:

- *Consolidated Budget Status Report: Program-wide*
- *Consolidated Budget Status Report: 2016 FMP-specific*
- *Bond Program Spending to Date by Site*
- *Bond Program Financial Status, Report 13*
- *Financial Impact of Report 13 Variance*
- *AP Check List Fund 21*

A sample of each of these reports is attached in the Appendix as Items 3-8. For more information on these reports, please see Section IV.D.1. Monthly Reports.

d. Annual CBOC Report

The CBOC shall provide to the District and to the public an annual report of its oversight of the Prop 39 bond construction program, its review of the financial and performance audits, and its overall opinion of the efficiency of the District in its administration of the school construction program. All CBOC annual reports can be found on the CBOC website at: https://www.wccusd.net/domain/1870.

6. Reporting

a. Types, Format, Content, and Frequency

Each of the groups with oversight responsibility over the Bond Team receives information updates in a variety of ways. At each meeting of the

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CBOC and FC, there is a PowerPoint presentation that provides an update on the status of projects in the planning, construction and closeout phases. In addition, the Bond Controls Team prepares the following reports that are presented monthly to the FC and CBOC:

- *Consolidated Budget Status Report: Program-wide*
- *Consolidated Budget Status Report: 2016 FMP-specific*
- *Bond Program Spending to Date by Site*
- *Bond Program Financial Status, Report 13*
- *Financial Impact of Report 13 Variance*
- *AP Check List Fund 21*

A sample of each of these reports is attached in the Appendix as Items 3-8. For more information on these reports, please see Section IV.D.1 Monthly Reports.

b. Review Process

The Associate Superintendents of Business Services and Operations will review the public reports and Board précis generated by their respective departments for mathematical, spelling, and grammatical accuracy. The Associate Superintendents must review the reports and authorize their publication before they can be placed on the Board agenda.

c. Report Delivery

Reports are made available to the public at the meetings and are published in advance on the Agenda pages of each respective entity's website:

Board of Education: https://westcontracosta.agendaonline.net/public/

Facilities Committee: https://www.wccusd.net/Page/238

Citizens' Bond Oversight Committee: https://www.wccusd.net/domain/1829

d. Post-Delivery Communications

After publication of the financial reports, members of committees or the general public may ask questions or provide comments about the data at the respective meetings. After the meeting, if any members of the public have questions or comments about the information provided, they may direct them to the District by email to facilitiesplanning@wccusd.net.

e. Public Record Act Requests

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Requests for information made pursuant to the California Public Records Act must be submitted to the Communications Department at communications@wccusd.net. For more information on Public Record Act Requests, see Section I.C.8.c Public Record Act Requests.

7. Compliance Audits

The primary responsibility of the Internal Audit Department is to assist the Board in ensuring that the District's risks are identified, and that appropriate controls are in place to address those risks. Some of the responsibilities of the Internal Audit Department include:

- Review District financial policies, procedures and practices, testing and evaluation of District internal controls;
- Financial operational and compliance issues, independent objective assurance to add value and improve operations;
- Develop and implement audit plan based on annual risk assessment;
- Investigate observed, alleged or suspected wrongdoing to prevent and detect fraud, waste and abuse in District programs and activities;
- Ensure District departments comply with applicable policies, procedures, laws and regulations;
- Improve District understanding of Internal Audit Department functions and services.

a. Compliance Audits

The Internal Audit Department is responsible for overseeing the annual Prop 39 compliance audit process, from selection of the auditor firm to review and acceptance of the final performance and financial audit reports and recommendations, if any. The Bond Performance Audit can be found on the CBOC website at: https://www.wccusd.net/domain/1872.

The Bond Financial Audit can be found on the CBOC website at: https://www.wccusd.net/domain/1871.

b. Implementation Task Force

As described in further detail in Section I.B.1.c. Implementation Task Force, a member of the Internal Audit Department is also a member of the Implementation Task Force (ITF), which is charged with an independent review and verification of the implementation of the recommendations made in the Phase II Final Report of Forensic Accounting (FAI). The ITF meets quarterly and provides quarterly updates

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to the Facilities Committee and semiannual updates to the Board of Education. The ITF does not have a dedicated webpage, but its updates can be found here: https://www.wccusd.net/Page/8139

8. Program Communications

To earn the public's confidence and trust in the integrity of the District's Bond Program, transparency and timely communication of accurate information are vital. Information needs to be provided consistently in an easily accessible, organized manner.

a. Website

The primary method of communication with the community is the District's website, which is where all meeting agendas, packages and minutes are published. Links to the pages related to the bond program are provided below:

Board of Education Main Website: https://www.wccusd.net/domain/3196

Board of Education Meeting Agendas / Minutes: https://westcontracosta.agendaonline.net/public/

Board of Education Policy: https://www.wccusd.net/Page/78

Bond Program Management Plan: https://www.wccusd.net/Page/13520

Citizens' Bond Oversight Committee Homepage: https://www.wccusd.net/cboc

District Main Website: https://www.wccusd.net/Page/1

Facilities, Planning and Construction Page: https://www.wccusd.net/Domain/40

Facilities Committee Page: https://www.wccusd.net/Page/238

Forensic Accounting Investigation: https://www.wccusd.net/Page/7491

Operations Division: https://www.wccusd.net/page/433

b. Other Communication Methods

To reach out to a greater audience, the District will also use other means of communication information to various stakeholders through the community. Depending on the information being provided and the targeted group, the District may consider any of the following methods:

- School or District Newsletters

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- Social Media
- Periodic Direct Mail Updates
- Other Appropriate Means

c. Public Record Act Requests

Requests for information made pursuant to the California Public Records Act must be submitted to the Communications Department at communications@wccusd.net. A Public Information Request (PRAR) Form can be found on the website at https://www.wccusd.net/site/handlers/filedownload.ashx?moduleinstanceid=18577&dataid=50666&FileName=Public_Information_Request_Form.pdf

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Appendix Documents for:

Section I (Program & Operations)

January 7, 2020

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Program & Operations Appendix

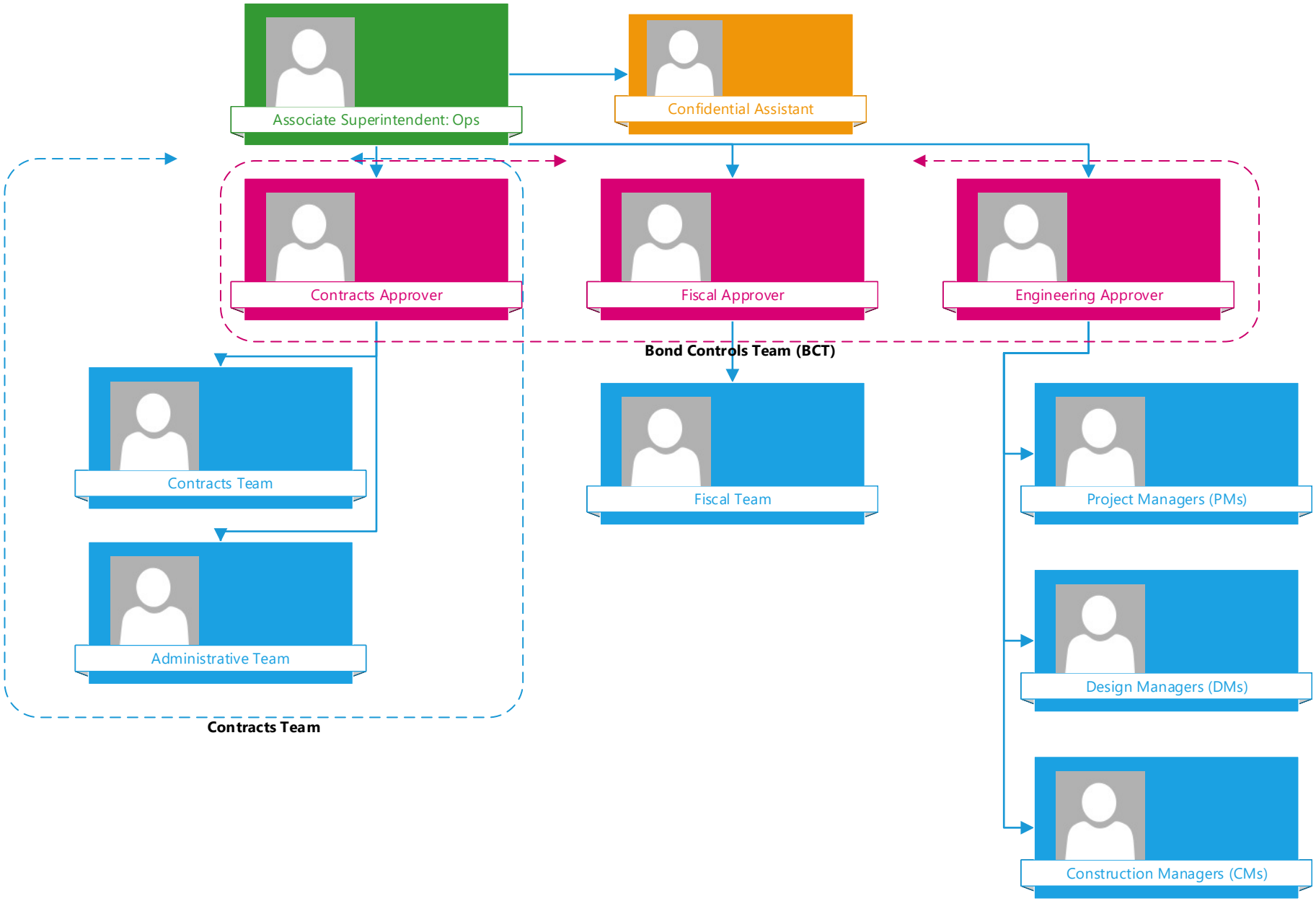
Item 1:	**Bond Team Organizational Chart**	**1**
Item 2:	**Governance Handbook Excerpt**	**2**
Item 3:	**Consolidated Budget Status Report, Program-wide**	**3**
Item 4:	**Consolidated Budget Status Report, 2016 Facilities Master Plan-Specific**	**5**
Item 5:	**Bond Program Spending to Date by Site**	**11**
Item 6:	**Bond Program Financial Status, Report 13**	**13**
Item 7:	**Impact of Report 13 Variance**	**19**
Item 8:	**A/P Check List**	**20**

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West Contra Costa Unified School District

Bond Program Team



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Conflicts of Interest Board Bylaw 9270

Board members will govern responsibly and hold themselves to the highest standards of ethical conduct. (Board Bylaw 9005)

Board members should be thoroughly familiar with the Board's Conflict of Interest Code (Board Bylaw 9270) in its entirety.

The Board should seek out opportunities for conflict of interest training for the Board and its members.

Consistent with the Board's conflict of interest policy, Board members shall at all times strive to avoid any conflicts of interest or appearances of conflict of interest. In all matters, Board members will consider the appearance of impropriety of any action the Board members may be taking. This includes consideration of the personal, professional or familial relationship with persons doing business or seeking to do business with the District. At all times, Board members shall act primarily for the benefit of the public.

- Board members shall not be financially interested in any contract made by the Board or in any contract they make in their capacity as Board members.
- Board members who determine that they have a financial interest in a decision shall disclose that interest, and will not participate in voting on that matter unless their participation is legally required.
- A Board member shall abstain from voting on personnel matters that uniquely affect a relative of the Board member.
- Board members may accept gifts only under the conditions and limitations provided for by law.
- Board members shall not accept any honorarium, which is any payment in consideration for any speech given, article published, or attendance at any public or private gathering, unless expressly allowed by law.
- If soliciting donated funds for a non-profit, charitable or other outside organizations, Board members shall not give the impression that donation of such funds will be taken into consideration in the award of contracts to individuals or businesses doing business or seeking to do business with the District.

Board members shall comply with all reporting requirements under the Political Reform Act.

The Governance Handbook can be found on WCCUSD's website at https://www.wccusd.net/Page/7956

West Contra Costa Unified School District

Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

2016 MASTER PLAN PROJECT

Data as of 12/31/2019

School/Project Name	Budget	Commitments			Expenditures	
	Total Budget	Total Commitments	% Budget Commited	Remaining Against Budget	Total Expenditures	% Budget Spent
1 Cameron						
+ Critical Needs	-	-		-	-	
	-	**-**		**-**	**-**	
1 Chavez Elementary School						
Critical Needs	72,847	72,847	100.0%	-	72,847	100.0%
	72,847	***72,847***	***100.0%***	**-**	***72,847***	***100.0%***
1 Collins Elementary School						
+ Critical Needs	-	-		-	-	
	-	**-**		**-**	**-**	
1 Fairmont Elementary School						
* Critical Needs	3,000,000	845,418	28.2%	2,154,582	770,028	25.7%
	3,000,000	***845,418***	***28.2%***	***2,154,582***	***770,028***	***25.7%***
1 Grant Elementary School						
Critical Needs	211,467	211,467	100.0%	-	211,467	100.0%
	211,467	***211,467***	***100.0%***	**-**	***211,467***	***100.0%***
1 Harmon Knolls						
Critical Needs	406,946	406,946	100.0%	-	406,946	100.0%
Soil Testing	41,489	41,489	100.0%	-	41,489	100.0%
	448,435	***448,435***	***100.0%***	**-**	***448,435***	***100.0%***
1 Highland Elementary School						
* Water & Power Upgrade	747,125	-	0.0%	747,125	-	0.0%
Critical Needs	52,875	52,875	100.0%	-	52,875	100.0%
	800,000	***52,875***	***6.6%***	***747,125***	***52,875***	***6.6%***
1 Lake Elementary School						
* Campus Replacement	1,000,000	-	0.0%	1,000,000	-	0.0%
Portable Demolition	147,501	147,501	100.0%	-	147,501	100.0%
	1,147,501	***147,501***	***12.9%***	***1,000,000***	***147,501***	***12.9%***
1 Ohlone Elementary School						
Critical Needs	623,885	623,885	100.0%	-	623,885	100.0%
	623,885	***623,885***	***100.0%***	**-**	***623,885***	***100.0%***
1 Olinda Elementary School						
* Critical Needs	1,000,000	808,579	80.9%	191,421	792,733	79.3%
	1,000,000	***808,579***	***80.9%***	***191,421***	***792,733***	***79.3%***
1 Riverside Elementary School						
* Critical Needs	6,900,000	299,540	4.3%	6,600,460	126,946	1.8%
	6,900,000	***299,540***	***4.3%***	***6,600,460***	***126,946***	***1.8%***
1 Shannon Elementary School						
+ Critical Needs	-	-		-	-	
	-	**-**		**-**	**-**	
1 Stege Elementary School						
* Critical Needs	2,900,000	35,900	1.2%	2,864,100	35,900	1.2%
	2,900,000	***35,900***	***1.2%***	***2,864,100***	***35,900***	***1.2%***
1 Valley View Elementary School						
Critical Needs	1,091,447	1,091,447	100.0%	-	1,091,447	100.0%
	1,091,447	***1,091,447***	***100.0%***	**-**	***1,091,447***	***100.0%***
1 Wilson Elementary School						
* Campus Replacement	40,300,000	39,394,751	97.8%	905,249	15,754,708	39.1%
	40,300,000	***39,394,751***	***97.8%***	***905,249***	***15,754,708***	***39.1%***
2 Crespi Middle School						

West Contra Costa Unified School District

Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

2016 MASTER PLAN PROJECT

Data as of 12/31/2019

	Budget	Commitments			Expenditures	
School/Project Name	Total Budget	Total Commitments	% Budget Commited	Remaining Against Budget	Total Expenditures	% Budget Spent
* Critical Needs	5,300,000	4,734,062	89.3%	565,938	3,947,924	74.5%
	5,300,000	***4,734,062***	***89.3%***	***565,938***	***3,947,924***	***74.5%***
3 Hercules High School						
+ Critical Needs	-	-		-	-	
	-	**-**		**-**	**-**	
3 Kennedy High School						
+ Critical Needs	-	-		-	-	
	-	**-**		**-**	**-**	
3 Richmond High School						
* Gym and Seismic Classroom	21,000,000	18,700,884	89.1%	2,299,116	1,388,414	6.6%
	21,000,000	***18,700,884***	***89.1%***	***2,299,116***	***1,388,414***	***6.6%***
4 Central						
Program Coordination (Ed Specs & School Size)	200,000	148,128	74.1%	51,872	148,128	74.1%
	200,000	***148,128***	***74.1%***	***51,872***	***148,128***	***74.1%***
Totals	***84,995,581***	***67,615,718***	***79.6%***	***17,379,864***	***25,613,238***	***30.1%***

West Contra Costa Unified School District

Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

Data as of 12/31/2019

	Budget	Commitments			Expenditures	
School/Project Name	Total Budget	Total Commitments	% Budget Commited	Remaining Against Budget	Total Expenditures	% Budget Spent
1 Bayview Elementary School						
Legacy Project	19,850,802	19,850,802	100.0%	-	19,850,802	100.0%
	19,850,802	***19,850,802***	***100.0%***	***-***	***19,850,802***	***100.0%***
1 Cameron						
+ Critical Needs	-	-		-	-	
Legacy Project	122,195	122,195	100.0%	-	122,195	100.0%
	122,195	***122,195***	***100.0%***	***-***	***122,195***	***100.0%***
1 Castro Elementary School						
Legacy Project	620,944	620,944	100.0%	-	620,944	100.0%
	620,944	***620,944***	***100.0%***	***-***	***620,944***	***100.0%***
1 Chavez Elementary School						
Critical Needs	72,847	72,847	100.0%	-	72,847	100.0%
Legacy Project	985,387	985,387	100.0%	-	985,387	100.0%
	1,058,234	***1,058,234***	***100.0%***	***-***	***1,058,234***	***100.0%***
1 Collins Elementary School						
+ Critical Needs	-	-		-	-	
Legacy Project	1,638,871	1,638,871	100.0%	-	1,638,871	100.0%
	1,638,871	***1,638,871***	***100.0%***	***-***	***1,638,871***	***100.0%***
1 Coronado Elementary School						
Legacy Project	43,022,627	43,022,627	100.0%	-	43,022,627	100.0%
	43,022,627	***43,022,627***	***100.0%***	***-***	***43,022,627***	***100.0%***
1 Dover Elementary School						
Legacy Project	35,095,267	35,095,267	100.0%	-	35,095,267	100.0%
	35,095,267	***35,095,267***	***100.0%***	***-***	***35,095,267***	***100.0%***
1 Downer Elementary School						
Legacy Project	33,415,902	33,415,902	100.0%	-	33,415,902	100.0%
	33,415,902	***33,415,902***	***100.0%***	***-***	***33,415,902***	***100.0%***
1 El Sobrante Elementary School						
Legacy Project	536,231	536,231	100.0%	-	536,231	100.0%
	536,231	***536,231***	***100.0%***	***-***	***536,231***	***100.0%***
1 Ellerhorst Elementary School						
Legacy Project	13,931,806	13,931,806	100.0%	-	13,931,806	100.0%
	13,931,806	***13,931,806***	***100.0%***	***-***	***13,931,806***	***100.0%***
1 Fairmont Elementary School						
* Critical Needs	3,000,000	845,418	28.2%	2,154,582	770,028	25.7%
Legacy Project	3,864,259	3,864,259	100.0%	-	3,864,259	100.0%
	6,864,259	***4,709,676***	***68.6%***	***2,154,582***	***4,634,286***	***67.5%***
1 Ford Elementary School						
Legacy Project	30,817,526	30,817,526	100.0%	-	30,817,526	100.0%
	30,817,526	***30,817,526***	***100.0%***	***-***	***30,817,526***	***100.0%***
1 Grant Elementary School						
Critical Needs	211,467	211,467	100.0%	-	211,467	100.0%
Legacy Project	1,944,098	1,944,098	100.0%	-	1,944,098	100.0%
	2,155,565	***2,155,565***	***100.0%***	***-***	***2,155,565***	***100.0%***
1 Hanna Ranch Elementary School						
Legacy Project	783,349	783,349	100.0%	-	783,349	100.0%
	783,349	***783,349***	***100.0%***	***-***	***783,349***	***100.0%***
1 Harbour Way						
Legacy Project	121,944	121,944	100.0%	-	121,944	100.0%
	121,944	***121,944***	***100.0%***	***-***	***121,944***	***100.0%***

Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

Data as of 12/31/2019

	Budget	Commitments			Expenditures	
School/Project Name	Total Budget	Total Commitments	% Budget Commited	Remaining Against Budget	Total Expenditures	% Budget Spent
1 Harding Elementary School						
Legacy Project	22,632,446	22,632,446	100.0%	-	22,632,446	100.0%
	22,632,446	***22,632,446***	***100.0%***	***-***	***22,632,446***	***100.0%***
1 Harmon Knolls						
Critical Needs	406,946	406,946	100.0%	-	406,946	100.0%
Soil Testing	41,489	41,489	100.0%	-	41,489	100.0%
	448,435	***448,435***	***100.0%***	***-***	***448,435***	***100.0%***
1 Highland Elementary School						
* Water & Power Upgrade	747,125	-	0.0%	747,125	-	0.0%
Critical Needs	52,875	52,875	100.0%	-	52,875	100.0%
Legacy Project	1,879,839	1,879,839	100.0%	-	1,879,839	100.0%
	2,679,839	***1,932,714***	***72.1%***	***747,125***	***1,932,714***	***72.1%***
1 Kensington Elementary School						
Legacy Project	19,343,892	19,343,892	100.0%	-	19,343,892	100.0%
	19,343,892	***19,343,892***	***100.0%***	***-***	***19,343,892***	***100.0%***
1 King Elementary School						
Legacy Project	25,342,166	25,342,166	100.0%	-	25,342,166	100.0%
	25,342,166	***25,342,166***	***100.0%***	***-***	***25,342,166***	***100.0%***
1 Lake Elementary School						
* Campus Replacement	1,000,000	-	0.0%	1,000,000	-	0.0%
Legacy Project	1,500,322	1,500,322	100.0%	-	1,500,322	100.0%
Portable Demolition	147,501	147,501	100.0%	-	147,501	100.0%
	2,647,823	***1,647,823***	***62.2%***	***1,000,000***	***1,647,823***	***62.2%***
1 Lincoln Elementary School						
Legacy Project	17,676,561	17,676,561	100.0%	-	17,676,561	100.0%
	17,676,561	***17,676,561***	***100.0%***	***-***	***17,676,561***	***100.0%***
1 Lupine Hills Elementary School						
Legacy Project	15,395,678	15,395,678	100.0%	-	15,395,678	100.0%
	15,395,678	***15,395,678***	***100.0%***	***-***	***15,395,678***	***100.0%***
1 Madera Elementary School						
Legacy Project	12,233,801	12,233,801	100.0%	-	12,233,801	100.0%
	12,233,801	***12,233,801***	***100.0%***	***-***	***12,233,801***	***100.0%***
1 Mira Vista K-8						
Legacy Project	16,651,130	16,651,130	100.0%	-	16,651,130	100.0%
	16,651,130	***16,651,130***	***100.0%***	***-***	***16,651,130***	***100.0%***
1 Montalvin K-8						
Additional New Classrooms	4,028,011	4,028,011	100.0%	-	4,028,011	100.0%
Legacy Project	12,763,017	12,763,017	100.0%	-	12,763,017	100.0%
	16,791,028	***16,791,028***	***100.0%***	***-***	***16,791,028***	***100.0%***
1 Murphy Elementary School						
Legacy Project	15,619,655	15,619,655	100.0%	-	15,619,655	100.0%
	15,619,655	***15,619,655***	***100.0%***	***-***	***15,619,655***	***100.0%***
1 Nystrom Elementary School						
* Classroom Renovation	33,919,486	28,233,220	83.2%	5,686,266	27,893,955	82.2%
Demo Portable and Sitework	518,285	518,285	100.0%	-	518,285	100.0%
Legacy Project	5,442,234	5,442,234	100.0%	-	5,442,234	100.0%
Multi-purpose Room	11,606,839	11,606,839	100.0%	-	11,606,839	100.0%
	51,486,844	***45,800,578***	***89.0%***	***5,686,266***	***45,461,314***	***88.3%***
1 Ohlone Elementary School						
Classroom and Admin Building	24,508,510	24,508,510	100.0%	-	24,508,510	100.0%

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	Budget	Commitments			Expenditures	
School/Project Name	Total Budget	Total Commitments	% Budget Commited	Remaining Against Budget	Total Expenditures	% Budget Spent
Critical Needs	623,885	623,885	100.0%	-	623,885	100.0%
Legacy Project	3,962,598	3,962,598	100.0%	-	3,962,598	100.0%
Portable Removal and Playground	5,397,758	5,397,758	100.0%	-	5,397,758	100.0%
	34,492,752	***34,492,752***	***100.0%***	***-***	***34,492,752***	***100.0%***
1 Olinda Elementary School						
* Critical Needs	1,000,000	808,579	80.9%	191,421	792,733	79.3%
Legacy Project	1,286,942	1,286,942	100.0%	-	1,286,942	100.0%
	2,286,942	***2,095,521***	***91.6%***	***191,421***	***2,079,675***	***90.9%***
1 Peres K-8						
Legacy Project	21,424,293	21,424,293	100.0%	-	21,424,293	100.0%
	21,424,293	***21,424,293***	***100.0%***	***-***	***21,424,293***	***100.0%***
1 RCP Charter School						
Legacy Project	4,415,204	4,415,204	100.0%	-	4,415,204	100.0%
	4,415,204	***4,415,204***	***100.0%***	***-***	***4,415,204***	***100.0%***
1 Riverside Elementary School						
* Critical Needs	6,900,000	299,540	4.3%	6,600,460	126,946	1.8%
Legacy Project	14,611,005	14,611,005	100.0%	-	14,611,005	100.0%
	21,511,005	***14,910,545***	***69.3%***	***6,600,460***	***14,737,951***	***68.5%***
1 Seaview Elementary School						
Legacy Project	499,116	499,116	100.0%	-	499,116	100.0%
	499,116	***499,116***	***100.0%***	***-***	***499,116***	***100.0%***
1 Shannon Elementary School						
+ Critical Needs	-	-		-	-	
Legacy Project	1,555,163	1,555,163	100.0%	-	1,555,163	100.0%
	1,555,163	***1,555,163***	***100.0%***	***-***	***1,555,163***	***100.0%***
1 Sheldon Elementary School						
Legacy Project	15,102,837	15,102,837	100.0%	-	15,102,837	100.0%
	15,102,837	***15,102,837***	***100.0%***	***-***	***15,102,837***	***100.0%***
1 Stege Elementary School						
* Critical Needs	2,900,000	35,900	1.2%	2,864,100	35,900	1.2%
Legacy Project	3,445,886	3,445,886	100.0%	-	3,445,886	100.0%
	6,345,886	***3,481,786***	***54.9%***	***2,864,100***	***3,481,786***	***54.9%***
1 Stewart K-8						
Legacy Project	16,737,037	16,737,037	100.0%	-	16,737,037	100.0%
	16,737,037	***16,737,037***	***100.0%***	***-***	***16,737,037***	***100.0%***
1 Tara Hills Elementary School						
Legacy Project	14,975,067	14,975,067	100.0%	-	14,975,067	100.0%
	14,975,067	***14,975,067***	***100.0%***	***-***	***14,975,067***	***100.0%***
1 TLC Elementary School						
Legacy Project	116,673	116,673	100.0%	-	116,673	100.0%
	116,673	***116,673***	***100.0%***	***-***	***116,673***	***100.0%***
1 Valley View Elementary School						
Critical Needs	1,091,447	1,091,447	100.0%	-	1,091,447	100.0%
Existing Campus Demo	33,096	33,096	100.0%	-	33,096	100.0%
Legacy Project	3,908,093	3,908,093	100.0%	-	3,908,093	100.0%
Portables	5,189,726	5,189,726	100.0%	-	5,189,726	100.0%
	10,222,362	***10,222,362***	***100.0%***	***-***	***10,222,362***	***100.0%***
1 Verde K-8						
Legacy Project	16,065,870	16,065,870	100.0%	-	16,065,870	100.0%
	16,065,870	***16,065,870***	***100.0%***	***-***	***16,065,870***	***100.0%***

Calbi Technologies Inc.(c)

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	Budget	Commitments			Expenditures	
School/Project Name	Total Budget	Total Commitments	% Budget Commited	Remaining Against Budget	Total Expenditures	% Budget Spent
1 Washington Elementary School						
Legacy Project	15,322,847	15,322,847	100.0%	-	15,322,847	100.0%
	15,322,847	***15,322,847***	***100.0%***	***-***	***15,322,847***	***100.0%***
1 West Hercules						
Legacy Project	56,847	56,847	100.0%	-	56,847	100.0%
	56,847	***56,847***	***100.0%***	***-***	***56,847***	***100.0%***
1 Wilson Elementary School						
* Campus Replacement	40,300,000	39,394,751	97.8%	905,249	15,754,708	39.1%
Legacy Project	3,829,324	3,829,324	100.0%	-	3,829,324	100.0%
	44,129,324	***43,224,075***	***97.9%***	***905,249***	***19,584,033***	***44.4%***
2 Adams Middle School						
Legacy Project	691,211	691,211	100.0%	-	691,211	100.0%
	691,211	***691,211***	***100.0%***	***-***	***691,211***	***100.0%***
2 Crespi Middle School						
* Critical Needs	5,300,000	4,734,062	89.3%	565,938	3,947,924	74.5%
Legacy Project	1,245,896	1,245,896	100.0%	-	1,245,896	100.0%
	6,545,896	***5,979,957***	***91.4%***	***565,938***	***5,193,819***	***79.3%***
2 DeJean Middle School						
Legacy Project	381,209	381,209	100.0%	-	381,209	100.0%
	381,209	***381,209***	***100.0%***	***-***	***381,209***	***100.0%***
2 Helms Middle School						
Legacy Project	83,432,888	83,432,888	100.0%	-	83,432,888	100.0%
	83,432,888	***83,432,888***	***100.0%***	***-***	***83,432,888***	***100.0%***
2 Hercules Middle School						
Legacy Project	699,000	699,000	100.0%	-	699,000	100.0%
	699,000	***699,000***	***100.0%***	***-***	***699,000***	***100.0%***
2 Korematsu Middle School						
* New Buildings	53,439,076	52,712,098	98.6%	726,978	52,712,098	98.6%
Legacy Project	19,943,103	19,943,103	100.0%	-	19,943,103	100.0%
	73,382,179	***72,655,201***	***99.0%***	***726,978***	***72,655,201***	***99.0%***
2 Pinole Middle School						
Legacy Project	56,689,430	56,689,430	100.0%	-	56,689,430	100.0%
	56,689,430	***56,689,430***	***100.0%***	***-***	***56,689,430***	***100.0%***
3 De Anza High School						
Legacy Project	132,236,248	132,236,248	100.0%	-	132,236,248	100.0%
	132,236,248	***132,236,248***	***100.0%***	***-***	***132,236,248***	***100.0%***
3 DELTA NSS						
Legacy Project	152,226	152,226	100.0%	-	152,226	100.0%
	152,226	***152,226***	***100.0%***	***-***	***152,226***	***100.0%***
3 El Cerrito High School						
Legacy Project	128,477,500	128,477,500	100.0%	-	128,477,500	100.0%
Stadium	18,372,605	18,372,605	100.0%	-	18,372,605	100.0%
	146,850,105	***146,850,105***	***100.0%***	***-***	***146,850,105***	***100.0%***
3 Greenwood High School						
Legacy Project	79,583,607	79,583,607	100.0%	-	79,583,607	100.0%
	79,583,607	***79,583,607***	***100.0%***	***-***	***79,583,607***	***100.0%***
3 Hercules High School						
+ Critical Needs	-	-		-	-	
Legacy Project	3,295,019	3,295,019	100.0%	-	3,295,019	100.0%
	3,295,019	***3,295,019***	***100.0%***	***-***	***3,295,019***	***100.0%***

Calbi Technologies Inc.(c)

West Contra Costa Unified School District

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Budget vs. Commitments and Expenditures

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	Budget	Commitments			Expenditures	
School/Project Name	Total Budget	Total Commitments	% Budget Commited	Remaining Against Budget	Total Expenditures	% Budget Spent
3 KAPPA NSS						
Legacy Project	109,831	109,831	100.0%	-	109,831	100.0%
	109,831	***109,831***	***100.0%***	***-***	***109,831***	***100.0%***
3 Kennedy High School						
+ Critical Needs	-	-		-	-	
Legacy Project	33,854,981	33,854,981	100.0%	-	33,854,981	100.0%
	33,854,981	***33,854,981***	***100.0%***	***-***	***33,854,981***	***100.0%***
3 North Campus High School						
Legacy Project	205,450	205,450	100.0%	-	205,450	100.0%
	205,450	***205,450***	***100.0%***	***-***	***205,450***	***100.0%***
3 OMEGA NSS						
Legacy Project	118,313	118,313	100.0%	-	118,313	100.0%
	118,313	***118,313***	***100.0%***	***-***	***118,313***	***100.0%***
3 Pinole Valley High School						
* Campus Replacement	156,497,205	151,170,433	96.6%	5,326,772	148,049,312	94.6%
* Fields/Sitework	17,173,016	157,065	0.9%	17,015,951	157,065	0.9%
* Interim Campus Demo	3,715,310	3,628,202	97.7%	87,108	3,615,258	97.3%
* Site Design	17,926,216	17,926,214	100.0%	2	16,927,645	94.4%
Detention Basin and Paving	3,517,521	3,517,521	100.0%	-	3,517,521	100.0%
Existing Building Demolition	2,511,397	2,511,397	100.0%	-	2,511,397	100.0%
Hillside Stabilization	2,199,821	2,199,821	100.0%	-	2,199,821	100.0%
Interim Campus	8,796,248	8,796,248	100.0%	-	8,796,248	100.0%
Legacy Furniture & Equipment	36,520	36,520	100.0%	-	36,520	100.0%
Legacy Program Cost	696,938	696,938	100.0%	-	696,938	100.0%
Legacy Restroom Renovation	167,601	167,601	100.0%	-	167,601	100.0%
Legacy Technology	37,165	37,165	100.0%	-	37,165	100.0%
Legacy Track	1,676,771	1,676,771	100.0%	-	1,676,771	100.0%
Off Site Parking and Traffic	1,240,584	1,240,584	100.0%	-	1,240,584	100.0%
Video Surveillance System	357,268	357,268	100.0%	-	357,268	100.0%
	216,549,580	***194,119,748***	***89.6%***	***22,429,832***	***189,987,114***	***87.7%***
3 Richmond High School						
* Gym and Seismic Classroom	21,000,000	18,700,884	89.1%	2,299,116	1,388,414	6.6%
Legacy Project	21,622,087	21,622,087	100.0%	-	21,622,087	100.0%
	42,622,087	***40,322,971***	***94.6%***	***2,299,116***	***23,010,502***	***54.0%***
3 SIGMA NSS						
Legacy Project	110,949	110,949	100.0%	-	110,949	100.0%
	110,949	***110,949***	***100.0%***	***-***	***110,949***	***100.0%***
3 Vista High School						
Legacy Project	7,236,543	7,236,543	100.0%	-	7,236,543	100.0%
	7,236,543	***7,236,543***	***100.0%***	***-***	***7,236,543***	***100.0%***
4 Technology						
* Infrastructure	15,004,976	14,324,188	95.5%	680,788	14,324,188	95.5%
Computer Common Core	3,903,858	3,903,858	100.0%	-	3,903,858	100.0%
District Network Backbone	568,416	568,416	100.0%	-	568,416	100.0%
IT Data Center	1,400,746	1,400,746	100.0%	-	1,400,746	100.0%
Teacher Equipment	112,360	112,360	100.0%	-	112,360	100.0%
Tech Communication	1,130,966	1,130,966	100.0%	-	1,130,966	100.0%
Technology Equipment	1,885,661	1,885,661	100.0%	-	1,885,661	100.0%
Technology Wireless	10,993,016	10,993,016	100.0%	-	10,993,016	100.0%
	35,000,000	***34,319,212***	***98.1%***	***680,788***	***34,319,212***	***98.1%***

West Contra Costa Unified School District

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Budget vs. Commitments and Expenditures

Data as of 12/31/2019

	Budget	Commitments			Expenditures	
School/Project Name	Total Budget	Total Commitments	% Budget Commited	Remaining Against Budget	Total Expenditures	% Budget Spent
4 Central						
* Assoc Superintendent Bond	2,924,688	2,583,691	88.3%	340,997	2,427,572	83.0%
* Business Services Personnel Cost	6,370,753	6,201,691	97.3%	169,063	6,143,797	96.4%
* District Support	29,603,319	28,653,817	96.8%	949,502	28,426,169	96.0%
* Facility Dept Personnel Cost	16,394,140	15,132,565	92.3%	1,261,574	14,716,014	89.8%
* Program Coordination	47,538,734	45,437,166	95.6%	2,101,567	44,345,561	93.3%
	102,831,634	***98,008,931***	***95.3%***	***4,822,703***	***96,059,114***	***93.4%***
Totals	***1,656,822,430***	***1,605,147,870***	***96.9%***	***51,674,559***	***1,556,723,675***	***94.0%***

1. Original Budget provided on Report#2 dated April 30, 2018 has not been reconciled.

2. Measure 1998E is not covered under Proposition 39 regulations for school bonds, and is not ordinarily reported in the Bond Program expenditure reports. The following report shows Measure 1998E projects by site with state funded DeJean middle school project.

4 Measure 1998E Project						
DeJean Middle School	36,836,215.33	36,836,215.33	100.0%	-	36,836,215.33	100.0%
1998E Project	*23,994,285.33*	*23,994,285.33*	*100.0%*	-	*23,994,285.33*	*100.0%*
State Fund Project	*12,841,930.00*	*12,841,930.00*	*100.0%*	-	*12,841,930.00*	*100.0%*
Pinole Valley High School	190,570.61	190,570.61	100.0%	-	190,570.61	100.0%
Central Program Coordination	16,276,517.57	16,276,517.57	100.0%	-	16,276,517.57	100.0%
Total	***53,303,303.51***	***53,303,303.51***	***100.0%***	***-***	***53,303,303.51***	***100.0%***

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
Bond Program Spending to Date by Site
Data as of December 31, 2019

Updated 01/03/2020, effective date as of 12/31/2019

Site Name	Original Budget *	Board Approved Budget 11/6/19	Expended FY 99-01 thru FY 18-19	Expended FY 19-20	Expended Total thru 12/31/19	Committed as of 12/31/19	Balance as of 12/31/19	Notes
BAYVIEW	**17,732,392**	**19,850,802**	19,850,802	-	**19,850,802**	**-**	**0**	Footnote 1
CHAVEZ	**1,339,784**	**1,058,234**	1,058,234	-	**1,058,234**	**-**	**0**	Footnote 3
COLLINS	**993,294**	**1,638,871**	1,638,871	-	**1,638,871**	**-**	**(0)**	Footnote 4
CORONADO	**11,278,047**	**43,022,627**	43,022,627	-	**43,022,627**	**-**	**0**	Footnote 1
DOVER	**13,070,243**	**35,095,267**	35,095,267	-	**35,095,267**	**-**	**0**	Footnote 1
DOWNER	**28,819,079**	**33,415,902**	33,415,902	-	**33,415,902**	**-**	**0**	Footnote 1
ELLERHORST	**11,238,341**	**13,931,806**	13,931,806	-	**13,931,806**	**-**	**0**	Footnote 1
FAIRMONT	**10,971,356**	**6,864,259**	4,213,128	421,158	**4,634,286**	**75,390**	**2,154,583**	Footnote 3
FORD	**11,839,322**	**30,817,526**	30,817,526	-	**30,817,526**	**-**	**0**	Footnote 1
GRANT	**1,409,600**	**2,155,565**	2,155,565	-	**2,155,565**	**-**	**0**	Footnote 1
HANNA RANCH	**680,923**	**783,349**	783,349	-	**783,349**	**-**	**(0)**	Footnote 1
HARDING	**15,574,211**	**22,632,446**	22,632,446	-	**22,632,446**	**-**	**(0)**	Footnote 1
HARMON KNOLLS	**-**	**448,435**	448,435	-	**448,435**	**-**	**-**	Footnote 1
HIGHLAND	**13,504,714**	**2,679,839**	1,932,714	-	**1,932,714**	**-**	**747,125**	Footnote 1
KENSINGTON	**16,397,920**	**19,343,892**	19,343,892	-	**19,343,892**	**-**	**0**	Footnote 1
KING	**16,688,732**	**25,342,166**	25,342,166	-	**25,342,166**	**-**	**(0)**	Footnote 1
LAKE	**822,657**	**2,647,823**	1,647,823	-	**1,647,823**	**-**	**1,000,000**	Footnote 4
LINCOLN	**15,225,821**	**17,676,561**	17,676,561	-	**17,676,561**	**-**	**(0)**	Footnote 1
LUPINE HILLS	**16,111,242**	**15,395,678**	15,395,678	-	**15,395,678**	**-**	**(0)**	Footnote 1
MADERA	**11,088,764**	**12,233,801**	12,233,801	-	**12,233,801**	**-**	**(0)**	Footnote 1
MIRA VISTA	**13,928,364**	**16,651,130**	16,651,130	-	**16,651,130**	**-**	**0**	Footnote 1
MONTALVIN	**15,904,716**	**16,791,028**	16,791,028	-	**16,791,028**	**-**	**(0)**	Footnote 1
MURPHY	**13,554,495**	**15,619,655**	15,619,655	-	**15,619,655**	**-**	**(0)**	Footnote 1
NYSTROM	**20,999,690**	**51,486,844**	45,461,314	-	**45,461,314**	**339,265**	**5,686,265**	Footnote 2
OHLONE	**14,174,928**	**34,492,752**	34,492,752	-	**34,492,752**	**-**	**(0)**	Footnote 1
OLINDA	**1,170,596**	**2,286,942**	1,582,077	497,597	**2,079,675**	**15,846**	**191,421**	Footnote 3
PERES	**19,752,789**	**21,424,293**	21,424,293	-	**21,424,293**	**-**	**(0)**	Footnote 1
RIVERSIDE	**13,439,831**	**21,511,005**	14,723,012	14,940	**14,737,952**	**172,594**	**6,600,460**	Footnote 3
SHANNON	**1,157,736**	**1,555,163**	1,555,163	-	**1,555,163**	**-**	**0**	Footnote 4
SHELDON	**14,968,745**	**15,102,837**	15,102,837	-	**15,102,837**	**-**	**(0)**	Footnote 1
STEGE	**13,000,749**	**6,345,886**	3,481,786	-	**3,481,786**	**-**	**2,864,100**	Footnote 3
STEWART	**12,710,427**	**16,737,037**	16,737,037	-	**16,737,037**	**-**	**(0)**	Footnote 1
TARA HILLS	**14,160,935**	**14,975,067**	14,975,067	-	**14,975,067**	**-**	**0**	Footnote 1
VALLEY VIEW	**11,117,405**	**10,222,362**	10,222,362	-	**10,222,362**	**-**	**0**	Footnote 1
VERDE	**15,709,690**	**16,065,870**	16,065,870	-	**16,065,870**	**-**	**(0)**	Footnote 1
WASHINGTON	**14,051,720**	**15,322,847**	15,322,847	-	**15,322,847**	**-**	**0**	Footnote 1
WILSON	**13,673,885**	**44,129,324**	9,664,279	9,919,754	**19,584,033**	**23,640,042**	**905,249**	Footnote 3
Elementary Total	**438,263,142**	**627,754,891**	**572,509,102**	**10,853,448**	**583,362,551**	**24,243,137**	**20,149,203**	

** Original Budget provided is based on Report#2 dated April 30, 2018, and has not been reconciled.*

Footnote 1: Site projects are completed.

Footnote 2: Site Legacy projects are under planning, construction or in closeout.

Footnote 3: Site Legacy projects are completed and Facilities Master Plan Projects are under planning, construction or in closeout.

Footnote 4: Site projects are part of the Facilities Master Plan Projects to commence in future fiscal year.

Note 1: Does not include 1998 Measure E projects (DeJean Middle School)

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
Bond Program Spending to Date by Site
Data as of December 31, 2019

Updated 01/03/2020, effective date as of 12/31/2019

Site Name	Original Budget *	Board Approved Budget 11/6/19	Expended FY 99-01 thru FY 18-19	Expended FY 19-20	Expended Total thru 12/31/19	Committed as of 12/31/19	Balance as of 12/31/19	Notes
CRESPI MS	**1,205,711**	**6,545,896**	2,553,744	2,640,074	**5,193,819**	**786,138**	**565,939**	Footnote 3
DEJEAN MS	**64,929**	**381,209**	381,209	-	**381,209**	**-**	**(0)**	Footnote 1
HELMS MS	**61,287,986**	**83,432,888**	83,432,888	-	**83,432,888**	**-**	**0**	Footnote 1
HERCULES MS	**602,982**	**699,000**	699,000	-	**699,000**	**-**	**(0)**	Footnote 1
KOREMATSU MS	**37,937,901**	**73,382,179**	72,655,201	-	**72,655,201**	**-**	**726,978**	Footnote 2
PINOLE MS	**38,828,979**	**56,689,430**	56,689,430	-	**56,689,430**	**-**	**0**	Footnote 1
Middle Sch Total	**139,928,488**	**221,130,602**	**216,411,472**	**2,640,074**	**219,051,547**	**786,138**	**1,292,917**	
DE ANZA HS	**105,389,888**	**132,236,248**	132,236,248	-	**132,236,248**	**-**	**(0)**	Footnote 1
EL CERRITO HS	**93,605,815**	**146,850,105**	146,850,104	-	**146,850,104**	**-**	**1**	Footnote 1
GREENWOOD	**35,315,772**	**79,583,607**	79,583,607	-	**79,583,607**	**-**	**(0)**	Footnote 1
HERCULES HS	**12,603,343**	**3,295,019**	3,295,019	-	**3,295,019**	**-**	**0**	Footnote 4
KENNEDY HS	**89,903,130**	**33,854,981**	33,854,981	-	**33,854,981**	**-**	**0**	Footnote 4
PINOLE VALLEY HS	**124,040,286**	**216,549,580**	185,963,019	4,024,094	**189,987,114**	**4,132,635**	**22,429,832**	Footnote 2
RICHMOND HS	**94,720,910**	**42,622,087**	22,854,818	155,684	**23,010,501**	**17,312,470**	**2,299,116**	Footnote 3
VISTA HS	**3,566,208**	**7,236,543**	7,236,543	-	**7,236,543**	**-**	**(0)**	Footnote 1
High Sch Total	**559,145,352**	**662,228,170**	**611,874,340**	**4,179,778**	**616,054,117**	**21,445,104**	**24,728,949**	
ADAMS MS	**703,660**	**691,211**	691,211	-	**691,211**	**-**	**-**	Footnote 1
CAMERON	**284,012**	**122,195**	122,195	-	**122,195**	**-**	**-**	Footnote 4
CASTRO	**11,901,504**	**620,944**	620,944	-	**620,944**	**-**	**-**	Footnote 1
DELTA NSS	**152,564**	**152,226**	152,226	-	**152,226**	**-**	**-**	Footnote 1
EL SOBRANTE	**187,343**	**536,231**	536,231	-	**536,231**	**-**	**-**	Footnote 1
HARBOUR WAY	**121,639**	**121,944**	121,944	-	**121,944**	**-**	**-**	Footnote 1
KAPPA NSS	**109,809**	**109,831**	109,831	-	**109,831**	**-**	**-**	Footnote 1
NORTH CAMPUS	**169,849**	**205,450**	205,450	-	**205,450**	**-**	**-**	Footnote 1
OMEGA NSS	**117,742**	**118,313**	118,313	-	**118,313**	**-**	**-**	Footnote 1
SEAVIEW	**178,534**	**499,116**	499,116	-	**499,116**	**-**	**-**	Footnote 1
SIGMA NSS	**110,728**	**110,949**	110,949	-	**110,949**	**-**	**-**	Footnote 1
TLC	**118,020**	**116,673**	116,673	-	**116,673**	**-**	**-**	Footnote 1
WEST HERCULES	**-**	**56,847**	56,847	-	**56,847**	**-**	**-**	Footnote 1
Closed/Program Total	**14,155,404**	**3,461,930**	**3,461,930**	**-**	**3,461,930**	**-**	**-**	
CENTRAL	**67,713,312**	**102,831,633**	94,934,549	1,124,565	**96,059,115**	**1,949,816**	**4,822,702**	Budget thru 20-21
RCP CHARTER	**8,148,550**	**4,415,204**	4,415,204	-	**4,415,204**	**-**	**-**	Footnote 1
TECHNOLOGY	**35,000,000**	**35,000,000**	34,294,330	24,882	**34,319,211**	**-**	**680,789**	Footnote 2
Admin/Other Total	**110,861,862**	**142,246,837**	**133,644,083**	**1,149,447**	**134,793,530**	**1,949,816**	**5,503,491**	
GRAND TOTAL	**1,262,354,248**	**1,656,822,431**	**1,537,900,924**	**18,822,748**	**1,556,723,674**	**48,424,196**	**51,674,561**	

** Original Budget provided is based on Report#2 dated April 30, 2018, and has not been reconciled.*

Footnote 1: Site projects are completed.

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Footnote 3: Site Legacy projects are completed and Facilities Master Plan Projects are under planning, construction or in closeout.

Footnote 4: Site projects are part of the Facilities Master Plan Projects to commence in future fiscal year.

Note 1: Does not include 1998 Measure E projects (DeJean Middle School)

West Contra Costa Unified School District
Bond Program Financial Status As of December 2019

Cash Projection to June-2021

				Notes
Adjusted Cash Balance			**$ 65,709,212**	**1**
Projected Revenues				
Bond Sales 2010 Measure D	$ 65,000,000			**2**
Bond Sales 2012 Measure E	$ 65,000,000			**2**
Less: Cost of Issuance	$ (510,000)			**2**
Interest Earnings	$ 1,970,000	$	131,460,000	**2**
Projected Available Funds		**$**	**197,169,212**	
Budget Balance				
Board Approved Budget		$	1,656,822,431	**3**
Less: Expenses to Date		$	(1,556,723,674)	**3**
Current Budget Balance		**$**	**100,098,757**	
Projected Cash Balance June 2021		**$**	**97,070,454**	

Items Pending State Approval

State Facility Grants Estimated Funding

Current Planning Period	$ 23,400,090.00	**4**
2023-2024 Planning Period	$ 7,615,578.00	**4**

Items Pending Board Approval

Future Facilities Master Plan Projects	$ 103,400,000	**5**
2022-2023 Estimated Central Cost	$ 8,070,000	**6**
2022-2023 Estimated Other Revenue	$ 840,000	**3**

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West Contra Costa Unified School District
Bond Program Financial Status As of December 2019

Note 1 Adjusted Cash Balance

Description		Amount	Comments
Cash & Equivalents Building Fund 21	$	66,008,713	**A**
Cash & Equivalents County School Facilities Fund 35	$	2	**B**
Cash with Fiscal Agent (contract retentions)	$	8,264,041	**C**
Accounts Receivable	$	-	
Accounts Payable	$	-	**D**
Contract Retention	$	(8,563,545)	**C**
Adjusted Cash Balance	**$**	**65,709,212**	

Comments

A. This cash balance is reflective of financial data from MUNIS and should agree with Report 1, Note 16 less cash in Fund 35.

B. California School Facilities Grants are deposited into the County School Facilities Fund 35 and subsequently transferred to the Building Fund 21.

C. The new liability for vendor contract retentions billed, not paid, is the net of the Contract Retentions and Cash with Fiscal Agent. The amounts are reflective of financial data from MUNIS and are displayed on Report #1, Bond Program Key Performance Indicators (page 1) and on Note 15 of this same Report #1.

D. Accounts payable is reflective of financial data from MUNIS and are adjusted at June 30 fiscal year end.

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West Contra Costa Unified School District
Bond Program Financial Status As of December 2019

Note 2 Projected Revenues

Fiscal Year	Bond Sales 2010 Measure D	Bond Sales 2012 Measure E	Less: Cost of Bond Issuance	Interest Earnings	Total
FY2020	$ 65,000,000	$ 65,000,000	$ (510,000)	$ 1,050,000	$ 130,540,000
FY2021				$ 920,000	$ 920,000
Sub-Totals	$ 65,000,000	$ 65,000,000	$ (510,000)	$ 1,970,000	$ 131,460,000
FY2022				$ 610,000	$ 610,000
FY2023				$ 230,000	$ 230,000
Sub-Total	$ -	$ -	$ -	$ 840,000	$ 840,000
Grand Total	**$ 65,000,000**	**$ 65,000,000**	**$ (510,000)**	**$ 2,810,000**	**$ 132,300,000**

Comments

A. Wilson has a BOE approved budget increase on 6.26.19 with supplemental funds from Fund 25 of $ 1.7M and Fund 01-9200 MRAD of $850,000.

B. Richmond HS has a BOE approved budget increase on 11.6.19 with supplemental funds from Fund 40 of $ 1M.

C. The average issuance cost for the last two issues is $ 505,549.60

Note 3 Budgeted and Projected Expenses

Description	Note
Board Approved Budget	This number comes from Report # 2, Bond Program Spending by Site. This represents the amount of contracts and purchase orders that have been issued but not yet paid.
Expenses to Date	This number comes from Report # 2, Bond Program Spending by Site. This represents the amount of project budgets that have not been committed or paid. It assumes that the balance of each project budget will be spent.

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West Contra Costa Unified School District
Bond Program Financial Status As of December 2019

Note 4 California State Facilities Grants

Upon release of funds by the California State Allocation Board the State Controller prepares the checks which are then mailed to the County Treasurer for deposit into the District's bank account Fund 35 (County School Facilities Fund) and subsequently are transferred to Fund 21, Building Fund.

School	Funding	OPSC * Status	SAB** Approval	SAB** Funded	Amount
Pinole Valley HS	Modernization	Unfunded Approval List	07/19 - 12/19	Est. Jul-20	$ 23,400,090
Helms	Modernization	On Work List	07/22 - 12/22	Est. Jul-23	$ 4,133,414
Crespi MS	Modernization	On Work List	07/23 - 12/23	Est. Feb-24	$ 3,482,164
				Total	$ 31,015,668

***Office of Public School Construction - OPSC**
****State Allocation Board - SAB**

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West Contra Costa Unified School District
Bond Program Financial Status As of December 2019

The Board of Education received the Implementation Plan with the draft Master Plan on June 15, 2016 and approved them unanimously. The Board approved Implementation Plan - Model one includes the following projects with the project cost, including inflation:

School	Project Type	FMP 2016	Current Budget
Ed Specs & School Size		$ 200,000	$ 200,000
Harmon Knolls	Soils Testing	$ 100,000	$ 41,489
Valley View Elementary School	Critical Needs	$ 1,000,000	$ 1,091,447
Crespi Middle School	Critical Needs	$ 3,100,000	$ 5,300,000
Riverside Elementary School	Critical Needs	$ 6,900,000	$ 6,900,000
Richmond High School	Critical Needs	$ 15,100,000	$ 21,000,000
Highland Elementary School	Critical Needs	$ 800,000	$ 800,000
Grant Elementary School	Critical Needs	$ 900,000	$ 211,467
Olinda Elementary School	Critical Needs	$ 1,000,000	$ 1,000,000
Chavez Elementary School	Critical Needs	$ 600,000	$ 72,847
Ohlone Elementary School	Critical Needs	$ 800,000	$ 623,885
Harmon Knolls	Critical Needs	$ 200,000	$ 406,946
Fairmont Elementary School	Critical Needs	$ 3,000,000	$ 3,000,000
Stege Elementary School	Critical Needs	$ 2,900,000	$ 2,900,000
Wilson Elementary School	RS Replacement	$ 40,300,000	$ 40,300,000
Lake Elementary School	Critical Needs	$ -	$ 147,501
Lake Elementary School	RS Replacement	$ -	$ 1,000,000
Sub Total		**$ 76,900,000**	**$ 84,995,582**

Note 5: Future Facilities Master Plan Projects

School	Project Type	FMP 2016	Current Budget
Cameron School	Critical Needs	$ 1,300,000	$ 1,300,000
Collin Elementary School	Critical Needs	$ 3,500,000	$ 3,500,000
Hercules Middle School	Critical Needs	$ 7,500,000	$ 7,500,000
Hercules High School	Critical Needs	$ 7,200,000	$ 7,200,000
Kennedy High School	Critical Needs	$ 12,200,000	$ 12,200,000
Lake Elementary School	RS Replacement	$ 66,100,000	$ 64,600,000
Shannon Elementary School	Critical Needs	$ 7,100,000	$ 7,100,000
Sub Total		**$ 104,900,000**	**$ 103,400,000**

TOTAL IMPLEMENTATION PLAN MODEL 1	**$181,800,000***	**$ 188,395,582**

Definition of ROM[1]

Five percent inflation has been applied from mid-2016 to the scheduled midpoint of construction, compounded yearly, to account for inflation. These "Rough Order of Magnitude" (R.O.M.) cost estimates, which are based on general cost per square foot, do not include market-based contract escalation (if any) above 5% annual inflation.

Additionally, the cost of temporary housing has been included where it was known to be required at the time of the Master Plan (e.g., at Lake Elementary). It has not been included where it was not anticipated prior to the release of the Master Plan (e.g., at Wilson Elementary).

Note that further Architectural and Engineering studies are required, including scoping and budgeting, for all Critical Needs. *In June 2016 the Board approved $181,800,000 FMP since then the following budget revisions have been approved by the Board:
- Harmon Knolls $250,000 and Valley View $150,000 on 08/09/17, Grant <$688,533>, Harmon Knolls <$101,565>, Lake <$352,499>, Ohlone <$176,115>, & Valley View <$58,553> on 07/25/18, Richmond $3,900,000 on 11/14/18, Crespi $2,200,000 on 03/20/19, Chavez <$527,153> , Lake $1,000,000 on 06/26/19 and Richmond HS $2,000,000 on 11/6/19.

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West Contra Costa Unified School District
Bond Program Financial Status As of December 2019

Note 6 Unbudgeted Central Services Expenses FY2022-2023

Description		Amount
Salaries & Benefits	$	5,200,000
Services & Other Cost	$	2,870,000
	$	8,070,000

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WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
Financial Impact of Report 13 Variance
From November 2019 to December 2019

Updated 01/03/2020, effective date as of 12/31/2019

Item	November 2019	December 2019	Variance	Notes	Amounts	Variance
Adjusted Cash Balance	**$ 71,168,267**	**$ 65,709,212**	**$ (5,459,055)**	December Expended	$ (5,459,055.00)	
					$ (5,459,055.00)	**$ -**
Projected Available Funds	**$ 202,628,267**	**$ 197,169,212**	**$ (5,459,055)**	December Expended	$ (5,459,055.00)	
					$ (5,459,055.00)	**$ -**
Projected Cash Balance	**$ 97,070,454**	**$ 97,070,454**	**$ -**	No Variance	$ -	
					$ -	
State Facility Grants	**$ 31,015,668**	**$ 31,015,668**	**$ -**	No Variance	$ -	
					$ -	

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A/P Check List

December. 2019
Fund 21

Vendor Name	Check No.	Check Date	Short Account	Invoice Number	Invoice Date	Amount	Invoice Description
Site 000 - UNDISTRIBUTED						**210,476.96**	
C OVERAA & CO	189611	12/17/19	21-9745-9135-000	1000002635-15A TRUST	12/12/19	141,856.44	OVERRA 1000002635 -15A TRUST 7510545402
C OVERAA & CO	190068	12/31/19	21-9745-9135-000	1000002635-16A TRUST	12/17/19	68,620.52	Contract 1000002635 RETENTION7510545402
Site 123 - FAIRMONT						**68,564.63**	
A AND E EMAAR	189240	12/03/19	21-9745-6211-123	1000003141-05	11/19/19	68,564.63	FAIRMONT ES CRITICAL NEEDS PR
Site 145 - OLINDA						**77,342.27**	
ERA CONSTRUCTION INC	189460	12/10/19	21-9745-6170-145	1000002949-04	11/08/19	70,817.27	OLINDA ES CRITICAL NEEDS PROJE
ERA CONSTRUCTION INC	190133	12/31/19	21-9745-6170-145	1000002949-05	12/18/19	4,750.00	OLINDA ES CRITICAL NEEDS PROJE
TBP ARCHITECTURE, INC	190340	12/31/19	21-9745-6201-145	27432	12/04/19	1,775.00	OLINDA ES CRITICAL NEEDS PROJE
Site 150 - RIVERSIDE						**2,717.50**	
ALAN KROPP AND ASSOCIATES INC	189404	12/10/19	21-9745-6190-150	26719	10/25/19	2,717.50	RIVERSIDE ES GEOTECHNICAL ENGI
Site 165 - WILSON						**4,164,288.65**	
C OVERAA & CO	189430	12/10/19	21-9745-6201-165	1000002635-15	11/06/19	32,532.00	WILSON ES - DESIGN & CONSTRUCT
C OVERAA & CO	189430	12/10/19	21-9745-6211-165	1000002635-15A	11/06/19	2,695,272.26	WILSON ES - DESIGN & CONSTRUCT
C OVERAA & CO	189610	12/17/19	21-9745-6201-165	1000002635-16	12/03/19	14,244.63	WILSON ES - DESIGN & CONSTRUCT
C OVERAA & CO	189610	12/17/19	21-9745-6211-165	1000002635-16A	12/03/19	1,303,789.78	WILSON ES - DESIGN & CONSTRUCT
HIBSER YAMAUCHI ARCHITECTS INC	189289	12/03/19	21-9745-5860-165	4909123	11/14/19	400.00	WILSON ES DESIGN & ENGINEERING
INSPECTION SERVICES INC	189682	12/17/19	21-9745-5890-165	255136	11/11/19	19,867.32	WILSON ES DSA SPECIAL TESTING
INSPECTION SERVICES INC	189682	12/17/19	21-9745-5890-165	255276	12/06/19	10,982.66	WILSON ES DSA SPECIAL TESTING
MICHAELS TRANSPORTATION	189505	12/10/19	21-9745-5890-165	112656	11/20/19	14,875.00	WILSON ES MASTER PLAN TRANSPOR
MICHAELS TRANSPORTATION	189725	12/17/19	21-9745-5890-165	113006	12/10/19	29,750.00	WILSON ES MASTER PLAN TRANSPOR
MICHAELS TRANSPORTATION	190245	12/31/19	21-9745-5890-165	113128	12/17/19	14,875.00	WILSON ES MASTER PLAN TRANSPOR
STRUCTURE GROUPS	189802	12/17/19	21-9745-6214-165	190933-4	11/30/19	27,700.00	WILSON ES PROJECT INSPECTOR SE
Site 206 - CRESPI JR HIGH						**342,598.40**	
STRAWN CONSTRUCTION INC	190333	12/31/19	21-9745-6211-206	1000003031-08	12/04/19	342,598.40	CRESPI MS GYM SEISMIC RETROFIT
Site 362 - PINOLE VALLEY HIGH						**306,499.12**	
A GOOD SIGN & GRAPHICS CO	189587	12/17/19	21-9745-6219-362	1000003266-01	11/20/19	27,966.10	PVHS INTERIOR & EXTERIOR SIGNA
AREY JONES EDUCATIONAL SOLUTIO	189409	12/10/19	21-9745-4460-362	0175990-IN	10/24/19	20,683.12	QUOTE #022358.1
DECOTECH SYSTEMS	189447	12/10/19	21-9745-6460-362	1000003027-5	07/31/19	12,828.51	PVHS TECHNOLOGY INFRASTRUCTUR
DRYCO CONSTRUCTION INC	189648	12/17/19	21-9745-6219-362	22810	12/09/19	49,688.00	PVHS REPAVING TEMP STAFF PARKI
ROEBBELEN CONSTRUCTION MANAGEM	189542	12/10/19	21-9745-6217-362	41	11/07/19	48,240.00	PINOLE VALLEY HIGH - CONSTRUCT
ROEBBELEN CONSTRUCTION MANAGEM	190295	12/31/19	21-9745-6217-362	42	12/04/19	30,435.00	PINOLE VALLEY HIGH - CONSTRUCT
TROXELL COMMUNICATIONS INC	189570	12/10/19	21-9745-6460-362	1000003110-02	09/17/19	53,115.65	PINOLE VALLEY HS PROJECTORS IN
VISTA ENVIRONMENTAL INC	189828	12/17/19	21-9745-6207-362	INV-18890	11/20/19	1,680.00	PVHS SCIENCE LAB CHEMICALS REL

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A/P Check List

December, 2019
Fund 21

Vendor Name	Check No.	Check Date	Short Account	Invoice Number	Invoice Date	Amount	Invoice Description
WLC ARCHITECTS INC	189581	12/10/19	21-9745-6201-362	0101970102	10/09/19	61,862.74	PINOLE VALLEY DESIGN CONTRACT
Site 364 - RICHMOND HIGH						**27,737.50**	
INSPECTION SERVICES INC	189486	12/10/19	21-9745-5890-364	255168	11/21/19	150.00	RHS SPECIAL INSPECTION AND MAT
LATHROP CONSTRUCTION ASSOCIATE	189497	12/10/19	21-9745-6201-364	1000003023-000011	11/18/19	19,987.50	RICHMOND HS - DESIGN-BUILD FOR
STRUCTURE GROUPS	189802	12/17/19	21-9745-6214-364	190934-2	11/30/19	7,600.00	RICHMOND HS DSA PROJECT INSPEC
Site 615 - OPERATIONAL SUPPT SRVS CE						**97,610.42**	
AA OFFICE EQUIPMENT CO INC	190033	12/31/19	21-9745-5640-615	AR73888	11/30/19	176.78	FOC COPIERS- SERVICE MAINT. AG
BPXPRESS REPROGRAPHICS	189608	12/17/19	21-9748-6207-615	BE00143895	12/05/19	3,373.14	FOC - DOCUMENT REPRODUCTION SE
CMRC CONSULTING	189252	12/03/19	21-9745-5890-615	1507	11/18/19	6,500.00	PROGRAM MGMT - PRIMAVERA HOSTI
CMRC CONSULTING	190088	12/31/19	21-9745-5890-615	1509	12/17/19	6,500.00	PROGRAM MGMT - PRIMAVERA HOSTI
DDLN.INC	189446	12/10/19	21-9748-5860-615	046R1	11/12/19	21,600.00	FOC/CENTRAL-PRIMAVERA SERVICES
DDLN.INC	190109	12/31/19	21-9748-5860-615	047	12/20/19	20,160.00	FOC/CENTRAL-PRIMAVERA SERVICES
EMPLOYERS ADVOCATE INC	189263	12/03/19	21-9748-5890-615	11245	11/04/19	320.00	PROGRAM-WIDE PROJECT LABOR AGR
KNN PUBLIC FINANCE	189696	12/17/19	21-9745-5860-615	2114	12/02/19	2,000.00	CONSULTANT AGREEMENT - BOND
LISA NAGAI	189733	12/17/19	21-9745-6217-615	37	12/05/19	5,550.00	CONSTRUCTION MANAGEMENT-PROJEC
MELISSA TRUITT	189821	12/17/19	21-9745-6203-615	0039	11/30/19	11,590.00	PROGRAM MANAGEMENT- PLANNING/C
MOSS ADAMS LLP	189729	12/17/19	21-9745-5830-615	4009591	11/25/19	838.79	PERFORMANCE AUDIT SERVICE
MOSS ADAMS LLP	189729	12/17/19	21-9748-5830-615	4009591	11/25/19	838.80	PERFORMANCE AUDIT SERVICE
ORBACH HUFF AND SUAREZ LLP	190261	12/31/19	21-9745-5895-615	49163	12/13/19	5,365.04	NOV BOND FD 21 CONTINUING AGREEMENT
ORBACH HUFF AND SUAREZ LLP	190261	12/31/19	21-9745-5895-615	89164	12/13/19	12,597.15	NOV NYSTROM CONTINUING AGREEMENT
SOUTHWEST SCHOOL & OFFICE SUPP	190322	12/31/19	21-9745-4300-615	PINV0634113	09/26/19	34.94	BLANKET PURCHASE ORDER
SOUTHWEST SCHOOL & OFFICE SUPP	190322	12/31/19	21-9745-4300-615	PINV0639249	10/08/19	165.78	BLANKET PURCHASE ORDER
Site 686 - TECHNOLOGY - OPERATIONAL						**24,881.71**	
USAC	190350	12/31/19	21-9748-5890-686	161040300	10/09/19	24,881.71	CHAVEZ ES FRN#1699087293
Grand Total						**5,322,717**	

* Does not include: Payroll, Retention withholds.

WCCUSD
CITIZENS' BOND OVERSIGHT COMMITTEE

DRAFT MINUTES

Meeting of December 10, 2019

A) OPENING PROCEDURES

B) CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mr. Gosney called the meeting to order at 6:17 pm.

C) ROLL CALL

Present: Sallie DeWitt (left at 9:20 pm), Guadalupe Enllana, Kathy Fleming, Don Gosney, Vanessa Hill, Anton Jungherr, Cameron Moore, Gregg Visineau

Absent: None

9 members ~ 5 required for a quorum; a quorum was present.

Staff Present: Luis Freese, Julio Arroyo

Board Liaison: Absent

D) APPROVAL OF AGENDA

Mr. Gosney moved item R before item Q. The agenda was approved without objection.

E) PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

None.

D I S T R I C T R E P O R T S

F) BOND PROGRAM PROJECTS STATUS and FINANCIAL REPORTS (Luis Freese)

Mr. Freese presented the standard reports. Ms. DeWitt suggested that greater detail should be provided on critical needs project descriptions on the Bond Status Update Report.

G) BOARD OF EDUCATION LIAISON REPORT (Consuelo Lara)

None.

H) ELECTION of OFFICERS for 2020 (Staff)

Mr. Gosney noted that Ms. Fleming was resigning from the CBOC due to personal schedule conflicts. He provided some words of appreciation that were echoed by other members. Mr. Gosney asked to conduct the officer elections and there were no objections.

Chairperson: Mr. Jungherr nominated Mr. Gosney. There were no other nominations. Voice Vote: Yes (9); No (0); Abstain (0), Absent (0). Mr. Gosney was elected.

Vice Chairperson: Mr. Jungherr nominated Ms. Enllana. There were no other nominations. Voice Vote: Yes (9); No (0); Abstain (0), Absent (0). Ms. Enllana was elected.

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Secretary: Mr. Jungherr nominated Mr. Moore. There were no other nominations. Voice Vote: Yes (9); No (0); Abstain (0), Absent (0). Mr. Moore was elected.

C B O C R E P O R T S

CONSENT ITEMS

The consent items were approved. There was a discussion about formatting and grouping of the approved CBOC recommendations report. There was a discussion of the best way to present this information to the Board, and to track open recommendations, noting Board Policy calls for the Board to respond to recommendations within 60 days.

I) ADOPTION OF MINUTES (Cameron Moore)

11.07.19 CBOC Draft Minutes

J) CBOC MEMBER INFORMATION REQUEST LOG (Don Gosney)

12.10.19 CBOC Member Information Requests Status Log

K) APPROVED RECOMMENDATIONS BY THE CBOC (Don Gosney)

12.10.19 CBOC Approved Recommendations

C O M M I T T E E R E P O R T S

L) CHAIRPERSON (Don Gosney)

Mr. Gosney summarized his report to the Board. There was some discussion about the Board policy revision (see item P). Mr. Jungherr emphasized that the membership recruitment plan needs to be driven by the CBOC.

M) ANNUAL REPORT SUBCOMMITTEE (Sallie DeWitt)

Ms. DeWitt requested feedback on the suite of 2018 annual report supporting documents by the next meeting. Mr. Jungherr suggested that the CBOC prepare a short interim report to provide an update on 2019 activities and financials. Mr. Visineau and Mr. Moore volunteered to prepare the interim report and present at the January 2020 meeting, with a goal of issuing the interim report by the end of January. It was agreed that the press release associated with the annual report would be held until the interim report was completed.

N) AUDIT SUBCOMMITTEE (Greg Visineau)

Mr. Visineau presented three action items for vote.

Item 1. Resolved: That the Board of Education direct the immediate fulfillment of the role of Director of Internal Audit, on either a full-time employee or interim contract basis, for the purpose of the independent review of the implementation of internal control improvement recommendations in preparation for the Moss Adams final review; and be it further Resolved: That the funding come from Fund 21, Building Fund.

Ms. DeWitt motioned to approve the resolution, seconded by Mr. Jungherr. During discussion, Mr. Moore noted that the FAI recommendation implementation review that was originally assigned to the Director of Internal Audit was now assigned to the Internal Auditor. He felt that we should wait on the proposed resolution until there had been some time to review this alternative approach to see how it was working. Mr. Moore motioned to table the resolution until the April meeting, seconded by Ms. Fleming. During discussion

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several members noted that it would be helpful for the individual assigned to the internal FAI implementation review to have audit firm experience so as to anticipate the viewpoint of the external audit firm. Voice Vote on the Motion to Table: Yes (2, Fleming, Moore), No (6), Abstain (0), Absent (1, Humes). The motion to table failed. Voice Vote on the Original Motion: Yes (7), No (2, Fleming, Moore), Abstain (0), Absent (0). The original motion passed.

Item 2: That the Superintendent direct that additional revenue sources to finance bond Fund 21 Building Fund projects be transfers to Fund 21 Building Fund so that all budgets and expenditures for each project are consolidated and reported in Fund 21 Building Fund.

Mr. Jungherr motioned to approve this item, seconded by Ms. DeWitt. During discussion, Mr. Moore asked whether this request had been discussed with Dr. Wold; Mr. Visineau said he was not available when the motion was discussed at the Audit Subcommittee meeting. Voice Vote: Yes (7), No (1, Fleming), Abstain (1, Moore), Absent (0). The motion passed.

Item 3: That the District modify the format for the Colbi Technologies Consolidated Budget Status Report to include a column for the "original budget" and that the Measure E budget and actual expenditures be added. Further, that a Consolidated Budget Status Report 2016 Master Plan Projects be formatted and prepared monthly.

Mr. Jungherr motioned to approve the item, seconded by Ms. DeWitt. During discussion, it was noted that the separate Consolidated Budget Status Report 2016 Master Plan Projects was already being prepared, and so the final sentence in the motion was moot and should be deleted. Voice Vote: Yes (9), No (0), Abstain (0), Absent (0). The motion passed.

O) ATTENDANCE REVIEW (Don Gosney)

Mr. Gosney and Mr. Moore referred to the attendance report in the packet.

P) BOARD POLICY 7214.2 (Don Gosney)

Mr. Gosney indicated that he had written a personal recommendation to the Board to eliminate the student position on the CBOC. He asked if other members agreed and whether to include in CBOC recommendations. There was no consensus support for this change. It was agreed that Mr. Gosney would speak on behalf of the CBOC to recommend approval by the full Board of the Board policy amendments proposed by the Governance committee. Other members were encouraged to either attend the meeting and voice support or to write emails to Board members.

R) THE ROLE OF THE CBOC (Don Gosney)

Deferred.

S) CALENDAR (Don Gosney)

It was agreed by consensus that the standard meeting date for 2020 would be the second Monday of the month. Mr. Gosney proposed a Saturday meeting for discussion regarding AR 2018 formatting issues, as an alternative it was agreed that the Annual Report subcommittee would meet and provide a recommendation to the full CBOC.

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S) FUTURE AGENDA TOPICS

Ms. Humes suggested a discussion regarding corrections and updates to the CBOC website.

T) ADJOURNMENT

Mr. Gosney adjourned the meeting at 9:37 pm.

Submitted by: Cameron M. Moore, Secretary

January 6, 2020

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CBOC MEMBER RECORDS REQUEST AND STATUS LOG

01/13/20

REQUESTER	DATE REC'D	SUBJECT	FORWARDED FOR RESPONSE	RESPONSE DATE	RESPONSE
111) Anton Jungherr	3/16/19	Copy of 03/20/19 Closed Session referenced case and District's related cross-action	03/18/19 to L. LeBlanc	04/02/19 emailed A. Jungherr documents requested	04/02/19
112) Anton Jungherr	4/15/19	Copy of Riverside RFQ Design Build	4/15/19 to L. LeBlanc	4/17/19 emailed A. Jungherr requested documents	4/17/19
113) Anton Jungherr	4/15/19	Disclosure Procedures	5/15/19 to J. al-Amin	4/17/19 emailed A. Jungherr requested documents	4/17/19
114) Anton Jungherr	5/2/19	Parley Pro agreement	5/2/19 to M. Payne	5/6/19 emailed A. Jungherr requested documents	5/6/19
115) Anton Jungherr	5/6/19	Copy of Moss Adams proposal for systems and procedures services	5/6/19 to L. LeBlanc	5/6/19 emailed A. Jungherr requested documents	5/6/19
116) Anton Jungherr	5/5/19	Copy of DDLN agreement and amendments 1-6	5/6/19 to M. Payne	5/9/19 emailed A. Jungherr requested documents	5/9/19
117) Anton Jungherr	5/16/19	Details for 4 items discussed at FSC meeting -5-15-19	5/16/19	6-17-19 emailed A. Jungherr documents	6/17/19
118) Anton Jungherr	5/16/19	Details of Bond Program Cash Position Projection Summary	5/16/19 to M. Payne	6/17/19 emailed A. Jungherr documents(duplicate of #117)	6/17/19
119) Anton Jungherr	5/16/19	Melissa Truitt Project Administration Agreement	5/17/19 to M. Payne	6/17/19 emailed agreement to A. Jungherr	6/17/19
120) Anton Jungherr	5/17/19	Lisa Nagai Consulting Project Agreement	5/17/19-to M. Payne	6/17/19 emailed agreement to A. Jungherr	6/17/19
121) Anton Jungherr	5/17/19	Colbi Implementation Survey	5/17/19-to M. Payne	6/24/19 emailed A. Jungherr survey	6/24/19

CBOC MEMBER RECORDS REQUEST AND STATUS LOG

01/13/20

REQUESTER	DATE REC'D	SUBJECT	FORWARDED FOR RESPONSE	RESPONSE DATE	RESPONSE
122) Anton Jungherr	5/17/19	Bond Program Management Plan table of contents	5/17/19 to M. Payne	7/15/19 Emailed Jungherr and Gosney	7/25/19
123) Anton Jungherr	5/17/19	Current version of Bond Program Budget Practices and Procedures (duplicate from 4.16.19)	5/17/19 to M. Payne	Withdrawn by A. Jungherr	7/27/19
124) Anton Jungherr	5/17/19	Copies of Adam Ferber's invoices for assorted listed months	5/20/19 to S. Garfield	5/28/19 emailed copies of invoices to A. Jungherr	5/28/19
125) Anton Jungherr	5/24/19	Bond Program staffing positions for 2015-16 and 2016-17.	5/24 to Payne 10/16 to Bueno/Wold		
126) Anton Jungherr	5/26/19	Current version of Munis Training Manual	5/28/19 to S. Garfield	5/28/19 emailed response to A. Jungherr to access manual through the District's website under Purchasing Dept.	5/28/19
127) Anton Jungherr	5/1/19	Copies of sample reports provided by Colbi	5/1/19 to M. Payne	5/1/19 emailed reports to G. Visineau, A. Jungherr, D. Gosney	5/1/19
127A) Anton Jungherr	6/22/19	Explanation in Variance between Report 13 and staff report	6/24/19 to M. Payne	Emailed information to Jungherr and Gosney to share with CBOC	6/28/19
128) Anton Jungherr	6/30/19	Master List Numbers for various Phase 1 & Phase 2 recommendations	7/1/19 to M. Payne		
129) Anton Jungherr	6/30/19	Completed version of the Colbi District information document.	7/1/19 to M. Payne		
130) Gregg Visineau	7/4/19	Questions on KNN schedules & clarification on previously answered inquiries.	7/8/19 to M. Payne	7/19/19 emailed to G. Visineau with comments and documents	7/19/19
131) Sallie DeWitt	7/16/19	Asked for staff to review and comment on the variance report she prepared for Annual Report	7/16/19 to M. Payne	7/17/19 emailed S. DeWitt with comments and document.	7/17/19

CBOC MEMBER RECORDS REQUEST AND STATUS LOG

01/13/20

REQUESTER	DATE REC'D	SUBJECT	FORWARDED FOR RESPONSE	RESPONSE DATE	RESPONSE
132) Anton Jungherr	8/16/19	Copy of Riverside ES Soils Stabilization Project RFP	8/19 to L. Freese	9/3/19 emailed Jungherr & Gosney requested documents	9/3/19
133) Don Gosney	9/19/19	RFP for Wilson Project	9/19 to L. Freese	10/09/19 emailed record to Gosney	10/09/19
134) Anton Jungherr	10/11/19	District's CBOC budget for FY 2019	10/14 to L. Freese & T. Wold	10/16 Emailed response to A. Jungherr	10/16/19

West Contra Costa Unified School District

Citizens' Bond Oversight Committee

CBOC Approved Recommendations

01.13.20

Per Board of Education Policy #7214.2: "All recommendations approved by the Committee (CBOC) shall be presented to the Board of Education. The Board shall respond to the Committee's recommendation(s) within sixty (60) days after receipt of the recommendation(s)."

The purpose of this log is to document recommendations made by the CBOC to the Board of Education that were rejected or waiting for a response.

Item No.	Recommendation	Date CBOC Approved	District's Response [1]
1	Proposed Board Policy 7161.1 Lesson Learned Process	12.21.16	"...not needed at this time … ."
2	Eight standard Financial Impact Statement formats for Board of Education agenda precis on bond Program budget approval and expenditure authorizations.	07.30.18 09.12.18 discussed joint CBOC/Board meeting	Not currently preparing the Report 13A Variance Report in the requested CBOC format. Reject doing financial impact statement for completed projects.

[1] Based on Lisa LeBlanc May 7, 2019 email responses reviewed by CBOC Audit Subcommittee at its May 9, 2019 meeting. See the minutes of that meeting for her complete email responses.

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West Contra Costa Unified School District

Citizens' Bond Oversight Committee

CBOC Approved Recommendations

01.13.20

Item No.	Recommendation	Date CBOC Approved	District's Response [2]
3	Amendments to Board Policy BP 7214.2 Citizens' Bond Oversight Committee	03.14/27.19 discussed joint CBOC/Board meeting 05.15.19 Governance Committee	Approved by Governance Subcommittee 11/21/19
4	Facilities Road Map 2023 be approved by the Board of Education. Discuss at the Joint Board/CBOC September 11, 2019.	06.20.19	Currently under review Done
5	That the Board of Education ensure that an independent 3rd party determine the amount of FY2019 salaries & benefits that can be legally charged to Fund 21 Building Fund based on California Attorney General Opinion No. 04-110.	06.20.19	Need response
6	That the Board of Education ensure that only legally appropriate amount of FY2020 salaries & benefits are charged to Fund 21 Building Fund.	06.20.19	Need response

[2] Based on Lisa LeBlanc May 7, 2019 email responses reviewed by CBOC Audit Subcommittee at its May 9, 2019 meeting. See the minutes of that meeting for her complete email responses.

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West Contra Costa Unified School District
Citizens' Bond Oversight Committee
CBOC Approved Recommendations
01.13.20

Item No.	Recommendation	Date CBOC Approved	District's Response [3]
7	District staff include Board Program Financial Status Reports (Report 12 and 13A) in the Board of Education agenda packet for one meeting each month under agenda item E.2, Standing Reports.	07.30.18	reject
8	Amend Director Internal Audit job description to report functionally to the Board of Education and administratively to the Superintendent.	12.19.18	reject
9	That the District prepare a plan to update 2016 Master Plan cost estimates.	03.14.19	Active
10	That the Board provide a response to the CBOC by June 28, 2019 to the 24 recommendations in the FY2018 Board Program Performance Audit marked "TBD" including a responsible official and a planned resolution date.	04.18.19	Need response
11	Appoint an appropriate Business Services member to the 2016 FAI Recommendation Implementation Task Force.	12.19.18	Done

[3] Based on Lisa LeBlanc May 7, 2019 email responses reviewed by CBOC Audit Subcommittee at its May 9, 2019 meeting. See the minutes of that meeting for her complete email responses.

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West Contra Costa Unified School District
Citizens' Bond Oversight Committee
CBOC Approved Recommendations
01.13.20

Item No.	Recommendation	Date CBOC Approved	District's Response [4]
12	Have Moss Adams, LLP forensic accounting review cycle align with their bond program performance audit cycle.	12.18.18	reject
13	Have Moss Adams, LLP review forensic accounting investigation implementation status as of June 30, 2019 and June 30, 2020.	03.14.19	reject
14	Have Director Internal Audit dedicate full time on the implementation of the forensic investigation recommendations.	03.14.19	"... will assess… .
15	Amend Director Internal Audit job description to include responsibility for auditing the implementation of the forensic review and performance audit recommendations.	04.18.19	Need response
16	Fill the position of Director Internal Audit as soon as possible.	04.18.19	Position open 12.10.19

[4] Based on Lisa LeBlanc May 7, 2019 email responses reviewed by CBOC Audit Subcommittee at its May 9, 2019 meeting. See the minutes of that meeting for her complete email responses.

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West Contra Costa Unified School District

Citizens' Bond Oversight Committee

CBOC Approved Recommendations

01.13.20

Item No.	Recommendation	Date CBOC Approved	District's Response [5]
17	That the Board of Education take formal action to accept the March 20, 2019 Phase 1 Forensic Accounting Investigation Implementation Review report. Furthermore, that the Board of Education advise when the 29 unvalidated recommendations from Phase 1 will be reviewed and validated as effectively implemented; and by whom.	05.16.19	Need response
18	Review three job descriptions: • Associate Superintendent of Business and Operations • Associate Superintendent of Facilities, Maintenance, Operations and Bond Program • Director of Internal Audit (including reporting relationship to Board of Education)	08.15.19	Need Response

[5] Based on Lisa LeBlanc May 7, 2019 email responses reviewed by CBOC Audit Subcommittee at its May 9, 2019 meeting. See the minutes of that meeting for her complete email responses.

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West Contra Costa Unified School District
Citizens' Bond Oversight Committee
CBOC Approved Recommendations
01.13.20

Item No.	Recommendation	Date CBOC Approved	District's Response [6]
19	Include these three planning elements in the scope of the Lake Elementary School planning report: • Alternatives, if any, to the replacement of this school. • Elementary schools current design capacities, enrollments, projected enrollments and excess capacities. • Options for redrawing elementary school attendance boundaries and closing elementary schools.	08.15.19	Need Response
20	Make format changes to the Bond Program Financial Status (Report #13) as displayed in August 15, 2019 CBOC Minutes.	08.15.19	Done
21	Immediate fulfillment of the role of Director of Internal Audit for purpose of independent review of the implementation of internal controls improvement recommendations in preparation for the Moss Adams final review.	12.10.19	Awaiting Response
22	That the Superintendent direct that additional revenue sources to finance bond Fund 21 Building Fund projects be transferred to Fund 21 Building Fund.	12.10.19	Awaiting Response

[6] Based on Lisa LeBlanc May 7, 2019 email responses reviewed by CBOC Audit Subcommittee at its May 9, 2019 meeting. See the minutes of that meeting for her complete email responses.

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West Contra Costa Unified School District

Citizens' Bond Oversight Committee

CBOC Approved Recommendations

01.13.20

23	That the District modify the format for the Colbi Technologies Consolidated Budget Status Report to include a column for the "original budget" and that Measure E budget and actual expenditures be added.	12.10.19	Awaiting Response

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CHAIRPERSON'S REPORT
12/18/19

The Citizens' Bond Oversight Committee met last week and although we discussed a great many things—including the 2018 Annual Report—the part that affects the Board was our elections officers.

The good part of this was that I was asked, once again, to serve as the Chair for the CBOC. The bad part is that you get another year of me standing before you presenting a report.

It saddens me to announce that we have lost our Co-Chair—Kathy Fleming. As she is fond of saying, she just doesn't have enough bandwidth for work, commute, family, the kids AND the CBOC. So, we are down again with our numbers and need your help in getting the word out about the wonderful life changing opportunities that our neighbors can enjoy by giving back to their community. We need 17 but we have 8.

We are still trying to finalize our latest annual report and are optimistic that sometime in the middle of next month it will be published.

In the very near future you will be discussing proposed changes to the Board Policy that directly affects the Bond Oversight Committee.

At a time when this District needs so desperately for the public to buy into having a community oversight body looking after their best interests, it befuddles us that senior District staff and some Board members want to cut the legs out from underneath us.

With a HUGELY unpopular and supersized bond measure on the ballot in just a few months, it seems as if the District—including the Board—would want to show the voters that they can trust the District.

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Most of our senior staff don't live in this community so they may not be reading the local social media but they should. What we're seeing in post after post after post is that the people just don't trust the people running the District.

Much of what's in the proposed amendments to the Board Policy are simple things like correcting typos and tweaking a few words. One part that was inserted was to seek out diversity when looking for new CBOC members. But senior staff wants this tabled until a later date—which may be when Hell freezes over.

As a point of clarification, in Roberts Rules of Order, a motion to table cannot be used to kill an issue. When there's a motion to table, there must be a specific date when the issue will be removed from the table. But this Board operates under Rosenberg's Rules of Order where a motion to table CAN be used as a means of killing an item.

If these Board Policy amendments are tabled, THEY WILL NEVER BE BROUGH OFF OF THE TABLE and the problems the CBOC has will never be resolved. Is this the message this Board wants to send to the community at the same time they're telling the voters to 'trust me'?

One of the key issues is a set of rules that provides for independent legal counsel for the CBOC. Protocols are in place so this counsel can ONLY be used for opinions, there will be a mutually agreed upon 'not to exceed' yearly cost and all communication will continue to be shared with the Superintendent.

We have two seats that have been vacant for several years with zero prospect of them being filled. The Grand Jury wrote that vacant seats should be eliminated as has our Performance Audits. That's what we're proposing.

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We're also asking for a more equal distribution of representation across the District. The unincorporated areas of West County—when combined together, is only about 55% the size of each of the four smaller cities but they currently have twice the representation—except, those seats, too, have sat vacant for a VERY long time.

How can the CBOC properly evaluate the spending and accounting practices of the Bond Program if they're denied access to the program's financials? These amendments will codify what's been going on for a great many years.

We're also trying to firm up language that would continue to have staff facilitate site visits of the projects and access to vendors—ALWAYS through staff.

Part of the backup that senior staff is foisting on this Board is a VERY expensive letter from Bond Counsel Nixon Peabody. How much this letter cost the cash strapped District is another secret. I've made a Public Records Request for this but even though it's been nearly six weeks since the last formal request, no information has been forthcoming.

I have to believe that when Donald Trump's people first came up with the phrase 'Fake News', they envisioned a letter exactly like this Nixon Peabody letter. Because we're dealing with lawyers, I have to watch what I say about them for fear of being bankrupted when they sue, but this letter is so full of hooey it's embarrassing.

Nixon Peabody was asked to review the redlined version of the proposed policy but what was sent to them had no red lines. It had no strikethroughs. It had no underscoring. Shouldn't this have been a red flag for these attorneys for them to reach out and say 'Hey, I think we were sent the wrong document'?

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They mention things that were illegal. Of course, they were illegal and that's why the CBOC was removing them but the policy staff sent out left them in!

They mention 'best practices' but I have to ask if there's some international body that gathers to determine what 'best practices' really are. Most of the time, the people that throw around that phrase use it to bolster their own opinions. We have an extremely large and complex bond program in a community that demands a lot. Is it the same as a bond program with 1/100th the size of our funding in a community that doesn't really care? So why are they using the 'best practices' excuse to say that we shouldn't be allowed to do what our community demands just because they don't do it in Smallsville, USA?

What the CBOC hopes of this Board is for the Board to stand in support of the community to ensure that the Bond Program is run on the up-and-up, with the kind of transparency the rest of the world would envy and to maintain the independence that the Ed Code AND Prop 39 requires.

And on another note…
The CBOC will next meet on Monday January 13th at 1400 Marina Way South and will start promptly at 6:15. All are welcome.



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WCCUSD CBOC 2019 Interim Annual Report

January 13th, 2020

The Purpose of the Interim Report

The West Contra Costa County Unified School District Citizens' Bond Oversight Committee (WCCUSD CBOC) recently issued its 2018 Annual Report. The purpose of this interim report is to provide an update on 2019 bond fund expenditures and construction, as well as other information related to the management of the bond program, in advance of the full 2019 Annual Report that will be issued later in 2020. It should be read in conjunction with the CBOC's 2018 Annual Report, which provides more details and background on the bond program.

Use of Bond Funds in 2019

Through November 30, 2019, actual cash expenditures from the bond fund totaled $43.2 million, primarily for the construction of the new Pinole Valley High School (PVHS) and eight other projects included in the 2016 Long Range Facilities Master Plan (the FMP).

- The grand opening for the new PVHS was held on August 12, 2109, in time for the 2019/2020 school year. Activities continue on this currently budgeted $214 million project, with field and site restoration and punchlist items remaining on the primary construction contract.
- Construction commenced on the currently budgeted $42.9 million Wilson Elementary campus replacement on August 2, 2019. The new campus is scheduled to be completed by August 2020, in time for the 2020/2021 school year. This was originally budgeted at $40.3 million.
- A currently budgeted $5.3 million seismic upgrade on the Juan Crespi Middle School gymnasium was performed, with completion scheduled in January 2020. This was originally budgeted at $3.1 million.
- On November 11, 2019 construction commenced on a currently budgeted $22 million project at Richmond High School which includes a replacement gymnasium, seismic upgrades to the Science Building, and relocation of the Health Clinic. This was originally budgeted at $15.1 million.
- Upgrade and improvement projects were completed or underway at Fairmount and Olinda Elementary Schools, and design and procurement

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activities are underway for projects at Riverside, Highland, and Lake Elementary Schools.

Program Financial Status and Forecast
[Refer to the District's "Bond Program Financial Status as of November 2019", Report #13]

As of November 30, 2019, the net Bond Fund Cash Balance was projected to be $9.8 million at the end of FY2023 (June 30, 2023). Projected Revenue and Expenditures are summarized below:

11/30/19 Adjusted Cash Balance	$71.2 million	
Transfers from Non-Bond Fund 21 Accounts *	$3.6 million	
Net Bond Sales (Remaining Authorized Bonds)	$129.5 million	
Estimated State Facility Grants	$23.4 million	
Estimated Other Revenue	$2.8 million	
Projected Available Funds through FY2023	**$230.5 million**	**Revenue**
Budgeted & Projected Expenses	$105.6 million	
Non-Bond Fund 21 Budget Supplements *	$3.6 million	
Future FMP Projects (Not Yet Budgeted)	$103.4 million	
Central Costs (Not Yet Budgeted)	$8.1 million	
Projected Use of Funds through FY2023	**$220.7 million**	**Expenditures**
Net Projected Cash Balance through FY2023	**$9.8 million**	

* All items are managed by the District within Fund 21, the Building Fund, except those items (currently totaling $3.6 million) from non-Bond Fund 21 accounts such as Developer Fees and other District funds for the FMP projects at Wilson Elementary and Richmond High School (as noted in the FMP table below).

Budget and Forecast Highlights

- In June 2019, the District was informed that its State grant application for the PVHS project was increased from $16.5 to $23.4 million and the estimated funding date was pulled in from February 2023 to July 2020.

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- As noted in the CBOC's 2018 Annual Report, increasing project costs are a key challenge that needs to be managed carefully by the District. These increases are a result of construction cost escalation above the 5% annual rate assumed in the FMP; unforeseen conditions at the sites; and outside agency requirements.
- As of November 30, 2019, budget supplements (net of savings) have added 15% ($11.7 million) to the originally estimated $76.9 million of FMP projects started so far, as detailed in the FMP table below.
- The District is managing the impact of higher project costs by re-assessing the scope and timing for the Lake Elementary replacement project; by coming to the voters on March 3, 2020 with its $575 million local school bond measure; by continuing to apply for additional State grants; by conducting program risk analysis on total program costs; and by funding budget increases from non-Fund 21 accounts such as Developer Fees and other District funds.

Bond Fund Audits

2019 Bond Fund Financial and Bond Program Performance Audits are underway and scheduled to be completed by March 31, 2020. The final audit results will not be available to the public until after the $575 million local school bond measure (discussed below) comes before the voters on March 3, 2020. Information on these audits will be included in the CBOC's 2019 Annual Report.

2016 Forensic Accounting Investigation (FAI) Recommendations Implementation

As noted in the CBOC's 2018 Annual Report, the auditor that performed the 2017 and 2018 Performance Audits and the first FAI Recommendations Implementation Review recommended that the District engage external parties to supplement staff resources to complete the implementation of the FAI recommendations as well as open improvement recommendations from the Performance Audits.

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Of the 161 total such recommendations across the FAI (112), the 2017 audit (21) and the 2018 audit (28), 75 of the still-open recommendations cover the policies, procedures and resolutions necessary to ensure effective internal controls over the bond fund and effective communication of those policies and procedures throughout the organization. These are separated into four key areas of bond program management: (1) Program and Operations; (2) Administrative; (3) Project Management; and (4) Fiscal.

In May 2019, the Board approved a contract with Swinerton Management and Consulting to assist staff in developing a comprehensive set of policies and procedures, known as the bond Program Management Plan (the PMP). Colbi Technologies was also contracted in May 2019 to provide (1) program and project management and reporting software; (2) construction document management software; and (3) electronic access to historical bond program information.

Implementation of the PMP and Colbi software are underway and the District forecasts completion according to the following schedule:

PROGRAM MANAGEMENT PLAN:
ANTICIPATED SCHEDULE TO RELEASE WORKING DRAFTS

- ☑ **Program and Operations** – December 2019
- ☐ **Administrative** – January 2020
- ☐ **Project Management** – February 2020
- ☐ **Fiscal** – March 2020
- ☐ **Program Management Plan** – April 2020
- ☐ **Present to Board** – June 2020

After publishing each section, the District will open a 30-day public comment window for suggestions.
Written suggestions for improvement are encouraged and may be submitted online using a google form.
https://www.wccusd.net/Page/13520

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The status of FAI Recommendation implementation as of December 31, 2019, as self-reported by the District, is listed in the table below. Note that while the District has a process for internal verification by its Internal Auditor, independent verification by the external third-party auditor will not begin until the District says it has completed all implementation and is ready for external review. This independent third-party verification is expected to begin after June 30, 2020.

Status →	Implemented and Verified as of March 31, 2019 *	Undetermined (Attorney/Client Privilege) *	Implemented and Ready for Review **	Implementation by June 30, 2020 **
Recommendations (112 total)	35	6	51	20
High Risk Items (out of 112 total)			13	8
Percent of Total	31.3%	5.4%	45.5%	17.9%

* As reviewed and reported by independent third-party auditor Moss Adams, LLP.
** To be reviewed and reported by Moss Adams after completion of implementation.

2016 Long Range Facilities Master Plan Update

The Board-approved "FMP Implementation Plan Projects" (immediately below) include 21 of the 42 projects identified in the District's 2016 Long Range Facilities Master Plan. The remaining 21 projects that will require new sources of funding to complete are referred to as the "Unfunded Master Plan Projects" (in the table following).

The first wave of 14 projects identified in the 21 project FMP Implementation Plan are underway or completed. On June 26, 2019, the Board approved a $1 million budget for planning and preliminary design of the Lake Elementary replacement project, the largest of the remaining seven. The purpose of preliminary design activity is to ensure that the project, with a $66.1 million 2016 FMP rough order of magnitude cost estimate, can be completed within the constraint of existing or projected bond funds; and is responsive to changing district demographics, the District's Educational Specifications for new construction, and its Materials and Product Standards.

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The status, estimates, and budgets for the 21 FMP Board-approved "Implementation Plan Projects" as of December 31, 2019 are included in the table below.

School	Project Type	Original R.O.M. Cost Estimates *	Board-approved Adjustments **	Board-approved Budget	Status
Ed Specs & School Sizing		$0.2		$0.2	Completed
Chavez ES	Critical Needs	0.6	- 0.53	0.07	Completed
Grant ES	Critical Needs	0.9	- 0.69	0.21	Completed
Harmon Knolls	Soils Testing	0.1	- 0.06	0.04	Completed
Harmon Knolls	Critical Needs	0.2	0.25 - 0.04	0.41	Completed
Lake ES	Critical Needs	----	0.5 - 0.35	0.15	Completed
Ohlone ES	Critical Needs	0.8	- 0.18	0.62	Completed
Valley View ES	Critical Needs	1.0	0.15 - 0.06	1.09	Completed
Crespi MS	Critical Needs	3.1	2.2	5.3	Underway
Fairmont ES	Critical Needs	3.0		3.0	Underway
Highland ES	Critical Needs	0.8		0.8	Underway
Olinda ES	Critical Needs	1.0		1.0	Underway
Richmond HS	Critical Needs	15.1	5.9 + *1.0*	22.0	Underway
Wilson ES	Replacement	40.3	*2.6*	42.9	Underway
Lake ES	Replacement	----	1.0	1.0	Assessment
Stege ES	Critical Needs	2.9		2.9	Design/Plan
Riverside ES	Critical Needs	6.9		6.9	Procurement
Cameron	Critical Needs	1.3			Future Project
Collins ES	Critical Needs	3.5			Future Project
Hercules MS	Critical Needs	7.5			Future Project
Hercules HS	Critical Needs	7.2			Future Project
Kennedy HS	Critical Needs	12.2			Future Project
Shannon ES	Critical Needs	7.1			Future Project
Lake ES	Replacement	66.1	- 1.5 ***		Future Project
Currently Budgeted Projects		**$76.9**	**$8.1 + *3.6***	**$88.6**	
Not Yet Budgeted Future Projects		**$104.9**	**- $1.5**	**$103.4**	
Totals ($ millions)		**$181.8**	**$6.6** + *3.6*	**$192.0**	

Keys to Budget Table

* "Rough Order of Magnitude (R.O.M.) Cost Estimates" (above and below) are fully defined in the CBOC's 2018 Annual Report and on the District's "Bond Program Financial Status" Report #13, Note 5.

** Negative (-) values are savings (totaling $1.91 million-to-date) from actual Closed Out costs v Budgeted costs. *Italicized* values are Board-approved budget supplements using other District funds outside of Bond Fund 21.

*** Funds re-allocated from Lake's "Original R.O.M. Cost Estimate" to cover Critical Needs ($0.5 million) and Assessment ($1.0 million).

ES Elementary School; MS = Middle School; HS = High School.

Harmon Knolls is an Elementary School and Cameron is the WCCUSD's "Early Intervention Program (EIP)" school.

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As noted in the CBOC's 2018 Annual Report, there are 21 "Unfunded Master Plan Projects" with rough order of magnitude cost estimates totaling $1.1 billion identified in the 2016 FMP, as shown below.

School Site	Project Type	Future Funding (R.O.M. Cost Estimates)
Alvarado Adult	Critical Needs	$4.2 million
Sierra Adult	Critical Needs	3.4
Stege Elementary	Replacement	86.4
Highland Elementary	Replacement	121.9
Valley View Elementary	Replacement	108.5
Grant Elementary	Modernization/Partial Replacement	46.6
Richmond High	Modernization/Partial Replacement	119.2
Shannon Elementary	Modernization/Partial Replacement	28.1
Olinda Elementary	Replacement	89.6
Fairmont Elementary	Replacement	102.4
Crespi Middle	Modernization/Partial Replacement	65.5
Collins Elementary	"	37.2
Kennedy High	"	110.4
Riverside Elementary	"	58.1
Chavez Elementary	"	24.6
Hercules Middle	"	7.2
Hercules High	"	15.9
Ohlone Elementary	"	10.2
Cameron School (EIP)	"	37.4
Alvarado Adult	"	25.7
Sierra Adult	"	17.4
	Unfunded FMP Projects	**$ 1,119.9 million**

On November 20, 2019, the Board approved Resolution 43-1920 to place a $575 million local school bond measure on the March 3, 2020 ballot in order to provide funding for at least some of these projects. This is officially referred to as Measure R on the State ballot. If the measure passes, it will be the first new funding initiative by the District since it last passed a local school bond measure in 2012. The District's website for Measure R is at https://www.wccusd.net/ domain/3342.

Highlights from the Resolution (and from the October 23, 2019 "Annual Bond Program Report" to the Board by the District's bond advisor) are as follows for Measure R:

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- $575 million is the largest of the eight local school bond measures placed on the ballot by the WCCUSD since the program first began in 1998.
- The anticipated tax rate on property owners for these new bonds is $60 per $100,000 of assessed value. For comparison, the maximum tax rates for the preceding six successful WCCUSD local school bond measures are as follows (CBOC Annual Report 2018, Appendix B).

1998 Measure E	$24.60 per $100,000 of assessed value
2000 Measure M	$55.60
2002 Measure D	$60.00 *
2005 Measure J	$60.00 *
2010 Measure D	$48.00 **
2012 Measure E	$48.00 **

  * $60 is the maximum tax rate allowed under State law for each local school bond measure.

  ** "The District had a publicly stated goal for 2010's Measure D and 2012's Measure E to maintain the tax rate at $48 per $100,000 of assessed value". [WCCUSD KPI Report #1, Note 4].

- Property owners are currently forecast to pay a total of $1.065 billion to cover principal ($575 million) and interest ($490 million) over the full term of these new bonds.
- For tax year 2019/2020, the total rate of tax across all six existing WCCUSD bonds since the 1998 inception of the bond program is $237.90 per $100,000 of assessed value, which is down 16% from a peak of $281.80 during tax year 2013/2014.
- The District may have to ask the State for another waiver of the limitations on bonded indebtedness in order to issue these new bonds, which would be its fifth such waiver since the 1998 inception of the bond fund. The State requires such a waiver if the District's total bonded indebtedness exceeds 4% of the total assessed value of all property in the District (residential and commercial) subject to property tax for its local school bonds. As of December 31, 2019, the District's total bonded indebtedness is estimated at $1.325 billion ($1.630 billion in total bond authorization through 2012, less $0.305 billion in estimated principal

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payments-to-date). This will rise to $1.9 billion if Measure R is passed by the voters in March.

Other Significant Items during 2019

In September 2019, Mr. Luis Freese was promoted from District Engineering Officer to Associate Superintendent for Facilities, replacing Ms. Lisa LeBlanc who retired in June. The job of District Engineering Officer remains unfilled at present.

Beginning in August 2019, Dr. Tony Wold began as the new Associate Superintendent for Business Services. He follows Dr John al-Amin, who left the District in June after 1-year on the job.

A new Director of Internal Audit, a position created in response to a recommendation from the FAI, began in July 2019. This position had remained unfilled for a year, since the departure of the previous incumbent in June 2018. This new hire subsequently resigned for health reasons in October 2019.

A key responsibility of this position is to provide internal verification of FAI recommendation implementation and performance audit improvement recommendations, before they then go to an outside auditor for independent third-party verification of effective implementation. Since the District currently has no plans to fill the Director of Internal Audit position, these responsibilities have been assigned to the Internal Auditor, reporting to the Associate Superintendent for Business Services. The CBOC has recommended that the Director of Internal Audit position be filled and that it report to the Board of Education to assure full internal independence from those District functions being audited.

The CBOC made a number of recommendations to the Board and the District in 2019. A list of these recommendations and their status, as of November 30, 2019, is available in the CBOC's Meeting Packet for its December 10, 2019 meeting, Agenda Item K, pages 62-66 of 106.

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AUDIT SUBCOMMITTEE PROPOSAL TO GO ON HIATUS

CURRENT ASC MEMBERS ARE NOT PREPARED TO CONTINUE INTO 2020.

This unanimous decision by the current membership is not made lightly. Many hours of discussion have gone into it:

Anton Jungherr has been a member of the ASC for over 4-years.
Sallie DeWitt and Gregg Visineau for over 3-years.
And Vanessa Hill for nigh on 2-years.

These current members are not prepared to continue into 2020. If the Subcommittee is to continue, then new members will need to fill their shoes. Alternatively, should the membership not be filled immediately, then the current ASC members see three major benefits to the CBOC's bond oversight role:

1. A significant reduction in District time & resources, including duplicative reporting;
2. The full CBOC membership gains direct hands-on experience w/District oversight items currently reported up from the ASC; and
3. The full CBOC membership gains direct & regular engagement with the District auditors, rather than relying on the ASC to play that role.

There are possible counter arguments against all of these benefits. The ASC members have probably discussed them all, and then some.

We welcome further discussion with the full CBOC membership.

Regards,
Gregg Visineau
El Cerrito Resident
CBOC Member
ASC Chair

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RECOMMENDATION TO EXTEND MOSS ADAMS' CONTRACT

ACTION ITEM from the Audit Subcommittee

Moss Adams, LLP Performance Audit Agreement
FY2020 through FY2022

Moss Adams, LLP has a current three-year agreement to perform the Proposition 39 school construction performance audit for FY2017, 2018 and 2019.

Moss Adams LLP has performed the FY2017 and FY2018 performance audits in a satisfactory manner. These audits have been extremely useful to the CBOC, to the Board and to the community in improving the internal controls on the expenditure of bond funds.

It would be useful for Moss Adams, LLP to continue preparing the performance audits for the next three fiscal years. This proposed action is consistent with the District's extension last year of the Christy White Associates financial audit agreement so as to maintain continuity of the audit process during staff changes; help maintain audit history, documentation and document trails; and minimize disruption from changes in auditor mid-plan.

The audit scope for the FY2017 through FY2019 included:

- Proposition 39 performance compliance audit as required by the California Constitution and California Guide for Annual Audits, Appendix A, Local School Construction Bond Audits (i.e. expenditures made only for projects on the project list and no salaries or other expenditures for general purposes). See attachment.

- Government Auditing Standards, Agreed-Upon Procedures Engagement: Twenty-Two (22) audit objectives determined by the District and mutually agreed by the Auditor as the objectives of this part of the audit.

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RECOMMENDATION TO EXTEND MOSS ADAMS' CONTRACT

Government Auditing Standards (2018 revision) (Yellow Book) provides for three types of attestation engagements [1] and reviews between an independent auditor and their client:

- Examination
- Review; and
- Agreed-upon procedures See attachment. Moss Adams, LLP has done this type of audit for FY2017 and FY2018 and is scheduled to do so for FY2019 based on the twenty-two audit objectives determined by the District.

Government Auditing Standards provides for four types of performance audits:

- Program effectiveness and results audit objectives.
- Internal control audit objectives.
- Compliance audit objectives. Moss Adams has done this type of audit for FY2017 and FY2018 and is scheduled to do so for FY2019. The audit objectives for this performance audit are prescribed by the State of California audit guide as described above.
- Prospective analysis audit objectives.

Government Auditing Standards Chapters 8 and 9, provides standards for performance audits. Under these standards the auditors are the party who measures or evaluates the subject matter of the engagement and who presents the resulting information.

Therefore, the auditors are not required to obtain management assertions with respect to the subject matter when conducting a performance audit. See the attached Government Auditing Standards excerpts including examples of program effectiveness and results audit objectives.

[1] "An examination, review, or agreed-upon procedures engagement conducted under the GAGAS attestation standards related to subject matter or an assertion that is the responsibility of another party." (Government Auditing Standards, 2018 revision, page 211). "Attestation" is defined as "an act or instance of attesting something: such as (a) a proving of the existence of something through evidence (b) an official verification or something as true or authentic (The Merriam-Webster.com Dictionary)

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RECOMMENDATION TO EXTEND MOSS ADAMS' CONTRACT

In regard to the objectives for the possible Moss Adams, LLP three-year agreement FY2020 through FY2022 performance audits a California compliance audit is always required. In addition, a program effectiveness and results performance audit would be the most useful as the auditors would determine the audit objectives.

Recommended Motion: That the District negotiate with Moss Adams, LLP a three-year extension to their current agreement to prepare the Proposition 39 school construction performance audits for the fiscal years 2020. 2021 and 2022. Further that the audit objectives for these three annual audits include (1) the required California Proposition 39 compliance audit objectives; in addition to (2) the Government Auditing Standards program effectiveness and results performance audit objectives as determined by the auditors.

Motion approved by voice vote of Audit Subcommittee 4-0-0-0.

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F Y 2 0 1 9 A U D I T S C H E D U L E S

Description	Entity See Key Below	Financial Audit FY2019 Christy White Associates	Performance Audit FY2019 Moss Adams LLP	Moss Adams LLP Review Final [1]
Entrance Conference	ASC	10.9.19 √	10.9.19 √	?
Exit Conference	CBOC	3.9.20	3.9.20	?
Accept Report	CBOC	3.25.20 *	3.25.20 *	?
Accept Report	Board	3.25.20 *	3.25.20 *	?
Legal Deadline	Board	3.31.20	3.31.20	n/a
Annual Evaluation of Auditor	CBOC	4.13.20	4.13.20	n/a
Responses to Audit Recommendations [2]	District Staff	6.25.20	6.25.20	n/a

* Tentative date for Joint Board/CBOC meeting.

√ Indicates that this activity has been completed.

Entity Key:
CBOC ~ Citizens' Bond Oversight Committee
ASC ~ CBOC Audit Subcommittee
Board ~ WCCUSD Board of Education

The schedule for the Moss Adams LLP Phase 2 Final Forensic Accounting Investigation Review (upon completion of the implementation of the 112 recommendations) is June 20, 2020. There is no current plan for Moss Adams to review the 29 recommendation not verified in Phase I report, March 20, 2019.

[1] Moss Adams LLP review of forensic accounting investigation implementation FY2017 (as of June 30, 2017, Phase 1) and upon implementation of all recommendations (Phase 2) was approved by Board of Education on October 18, 2017

[2] Education Code Section 15280 (a)(2) provides, "The governing board of the district shall provide the citizens' oversight committee with responses … within three months of receiving the audits."

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BOND RISK ANALYSIS

For INFORMATION Only

CONTENTS

I. Summary: "Decision & Risk Analysis for WCCUSD's 2016 Facilities Master Plan (FMP) Projects" [1-page]

Attached: CBOC Audit Subcommittee (ASC), **12/11/19**, Agenda Item C19.

II. Back-up: "Decision & Risk Analysis for WCCUSD's 2016 Facilities Master Plan (FMP) Projects" [2-pages]

Attached: Visineau to Freese & ASC, **11/28/19**, "Risk Analysis Classic FMP.docx".

References: "Risk Analysis Down n Dirty.xlsx" to Freese (revision, **9/25/19**).
"Risk Analysis Down n Dirty.xlsx to Freese & Payne (original, **8/28/19**).

III. Discuss CBOC Recommendation from **12/19/18** [3-pages]

Attached: Visineau to LeBlanc & Freese, **1/19/19**, "Risk Analysis Writeup Jan 2019.docx".

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BOND RISK ANALYSIS

I. Summary: "Decision & Risk Analysis for WCCUSD's 2016 Facilities Master Plan (FMP) Projects"
Shown: CBOC Audit Subcommittee (ASC), 12/11/19, Agenda Item C19.

Decision & Risk Analysis for WCCUSD's 2016 Facilities Master Plan (FMP) Projects

Review risk analysis for current school bond construction program.

A description of Risk Analysis in WCCUSD for the school construction program is attached. Also attached is Decision & Risk Analysis for the 2016 Facilities Mater Plan (FMP) and Bond Program Cash Position Projection Summary August 2019 and FY 2019 Preliminary Closing. A summary of this analysis is shown below (amounts in $1,000.000) shows almost $25 million high costs than projected by the District:

Cost or <Revenue> Component	District Estimate [1]	Expected Values Gregg Visineau	Variance
Future FMP Projects	$103.4	$118.2	$14.8
Legacy/Commenced	109.15	115	5.85
State <Grants>	(23.4)	(25)	(1.6)
Nystrom Legal	0	5	5
Central Costs	10.97	11.73	0.76
Total	**$200.12**	**$224.93**	**$24.81**

Was discussed. Request that this matter be placed on CBOC January 13, 2020 agenda.

[1] Bond Program Cash Position Projection Summary, August 2019 and FY 2019 Preliminary Closing (Draft), updated 08/22/19. See attachment.

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BOND RISK ANALYSIS

II. Back-up: "Decision & Risk Analysis for WCCUSD's 2016 Facilities Master Plan (FMP) Projects"

Classic RISK ANALYSIS:
Identify Individual Threats and Associated Risks, where the
Risk Value = Cost of Occurrence x Probability of Occurrence

Threat	Cost	Probability	Risk Value
Future FMP[2] Projects (Board-approved but not yet Budgeted) *			
Labor Costs ↑ (escalation)			
Material Costs ↑ (escalation)			
Demographics ↓			
Lawsuits ↑			
Local Funding ↓			
Owner Specifications[3] △			
Material Specifications[4] △			
DBE[5] Disruptions			
Legacy Projects[6] and *Commenced* FMP[1] Projects *			
Labor Costs ↑ (escalation)			
Material Costs ↑ (escalation)			
Demographics ↓			
Lawsuits ↑ (e.g., Nystrom) *			
"Owner Changes"			
"Unexpected Conditions"			
"Oversights"			
Quality Control ("Re-do's")			
DBE[4] Disruptions			
State Grants *			
State Funding ↑ or ↓			
Central Costs (District Overhead) *			
Central Costs ↑			
District Staffing ↓			
Staffing Augmentation ↓			
Leadership Disruptions			
Internal Controls and Policies			
Another FAI[7]			
Bond Fund Audit Findings			
Performance Audit Findings			
$ Wastage, "Leakage"			

[2] FMP = July 2016 Board-approved *Long Range Facilities Master Plan*.
[3] See the District's *Educational Specifications* (the "Ed Spec"), which forms part of the FMP.
[4] See the District's *Material and Product Specifications* (the "MPS"), which forms part of the FMP.
[5] DBE = Design-Build Entity.
[6] Legacy Projects were designed, contracted and begun prior to approval of the FMP, but are not yet completed.
[7] FAI = Forensic Accounting Investigation (Cf. September 2016 Board-approved FAI).

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BOND RISK ANALYSIS

Threat	Cost	Probability	Risk Value
One-off Catastrophic Events and Disruptions			
HSE[8] Incidents			
Natural Disasters			
Labor Strikes			
Neighborhood Actions			
Supply Chain Disruptions			
Early Obsolescence			
Technology "Step Change"			
Bankruptcy			
Political Climate △			

* These 5 Threat Categories are treated together – in a different approach – in "10/50/90 ANALYSIS" (below).

10/50/90 ANALYSIS: For each estimated cost or revenue component, select a range of Low, Medium and High values. Make your selections such that:

- **10:** Only 10% of all the possible values for that item might fall below the **Low value**.
- **50:** You could flip a coin to find where half the values for that item are above the **Medium value** and half are below it.
- **90:** And only 10% of all the possible values for that item might exceed the **High value**.

Cost or <Revenue> Component (District Est[9])	← GVIS Guesstimates ** →			
	Low Value (x 25%)	**Medium Value (x 50%)**	**High Value (x 25%)**	**Expected Value[10] (EV)**
Future FMP Projects ($103.4 mill)	$100 mill ($25)	$118.9[11] mill ($59.45)	$135 mill ($33.75)	$118.2 mill
Legacy/Commenced ($109.15 mill)	$105 mill ($26.25)	$115 mill ($57.5)	$125 mill ($31.25)	$115 mill
State <Grants>[12] (-$23.4 mill)	<$10> mill (-$2.5)	<$25> mill (-$12.5)	<$40> mill (-$10)	<$25> mill
Nystrom Legal ($0 mill)	$0 mill ($0)	$5 mill ($2.5)	$10 mill ($2.5)	$5 mill
Central Costs ($10.97 mill)	$10 mill ($2.5)	$10.97 mill ($5.48)	$15 mill ($3.75)	$11.73 mill
$200.12 million	**← District Est**	**Risk to Program: △ = $24.8 mill**	**Expected Val →**	**$224.94 million**

[8] HSE = Health, Safety, Environment.
[9] From the Wednesday, August 28th 2019 Board Facilities Committee meeting, Agenda Item D.4, "*Bond Program Cash Projection Summ*ary", period ending 7.31.19, projected thru FY2023.
[10] The Expected Value (EV) = 25% x Low Value + 50% x Medium Value + 25% x High Value.
[11] Historical 15% District Budget overruns v Rough Order of Magnitude (ROM) estimates from the FMP.
[12] State <Grants> are shown as a negative <Revenue> component v all the other positive Cost components.

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BOND RISK ANALYSIS

** From GV's "Risk Analysis Down n Dirty.xlsx", Sept 2019

III. Discuss CBOC Recommendation from 12/19/18
Shown: Visineau to LeBlanc & Freese, 1/19/19, "Risk Analysis Writeup Jan 2019.docx".

West Contra Costa Unified School District (WCCUSD)
Citizens' Bond Oversight Committee (CBOC)
Wednesday CBOC Meeting, December 19th, 2018

Agenda Item N, *Audit Subcommittee (ASC) Report*
Action Item (approved unanimously by the CBOC)
That the Board of Education be encouraged to direct the Superintendent to (1) in the future follow in both spirit and substance Financial Impact Statement formats previously recommended by the CBOC [in July 2018] (i.e., be simple, brief and complete) and (2) as soon as possible, and no later than March 31st, 2019, provide to both the Board of Education and the CBOC the risk analysis concerning the statement in the description section of the G.4 [Board] agenda item on November 14th, 2018, "…Increasing the [Richmond High School budget by $3.9 million] will decrease the available funding associated with the WCCUSD Long Range Facilities Master Plan".

There ensued some lively discussion with staff related to the District's ability to meet such a deadline; and its willingness to conduct such a risk analysis before the next "*Long Range Facilities Master Plan*" (FMP) projects come up for re-estimation closer to actual contracting.

I personally find the staff's reticence baffling, as I expressed during this discussion. Unless "humming on all cylinders", ongoing risk analysis is fundamental to any large capital program, especially one covering so many disparate projects over such a long timeframe.

Additionally, staff used terminology and phrases common to any good risk analysis: "The timing is uncertain", "state funding may be more than expected", "market conditions have moved against us", "delays may occur", "it may affect future cashflow", etc.

Precisely so: These are the types of uncertainties for which risk analysis is intended; and this is as good a time as any to do a rigorous analysis in support

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of the bond program's remaining Board-approved FMP projects and the CBOC's Action Item above.

As I said, I'm sure the District knows how to conduct such an analysis, if they haven't already been doing so as part of their ongoing program management. This would be particularly instructive in a capital-constrained environment, where certain Critical Needs projects must be completed in a timely fashion with available funds.

And if they aren't currently all over this, for "early warning" to their governing Board and to the public funding the program, then WHY NOT? Risk analysis does NOT depend on new budget estimates and actual contract pricing. Rather, those are key inputs – being uncertain at present – to any good risk analysis. It's designed to deal with just those types of uncertainties. That's why you do the analysis in the first place: For risk mitigation and contingency planning well in advance of what is now headed for close-in crisis management at a date which is "kicked down the road".

An excellent & quite readable reference:
White, John A., et al. *Principles of Engineering Economic Analysis* (4th edition). New York: John Wiley & Sons, Inc., 1998. Pages 184 – 202.

What is Risk Analysis?[13]

Risk analysis is the process of assessing the likelihood of an adverse event occurring within the corporate, government, or environmental sector. Risk analysis is the study of the underlying uncertainty of a given course of action and refers to the uncertainty of forecasted cash flow streams, the probability of a project's success or failure, and possible future economic states. Risk analysts often work in tandem with forecasting professionals to minimize future negative unforeseen effects.

A risk analysis starts by identifying what could go wrong. The negative events that could occur are then weighed against a probability metric to measure the likelihood of the event occurring. **Finally, risk analysis attempts to estimate the extent of the impact that will be made if the adverse event happens.** [Emphasis by G Visineau]

[13] "*What is Risk Analysis*" and "*Quantitative Risk Analysis*" are from the online *Investopedia* website, with minor edits (for readability) by G Visineau.

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BOND RISK ANALYSIS

Quantitative Risk Analysis[1]

Risk analysis can be quantitative or qualitative. Under quantitative risk analysis, a risk model is built using simulation or deterministic statistics to assign numerical values to risk. Inputs which are mostly assumptions and random variables are fed into a risk model. For any given range of input, the model generates a range of output or outcomes. The model is analyzed using graphs, scenario analysis, and/or sensitivity analysis to facilitate decisions to mitigate and deal with the risks.

A Monte Carlo simulation can be used to generate a range of possible outcomes of a decision made or action taken. The simulation is a quantitative technique that calculates results for the random input variables repeatedly, using a different set of input values each time. The resulting outcome from each input is recorded and the result of the model is a probability distribution of all possible outcomes. The outcomes can be summarized on a distribution graph showing some measures of central tendency such as the mean and median, and assessing variability of the data through standard deviation and variance.

The outcomes can also be assessed using risk management tools such as scenario analysis and sensitivity tables. A scenario analysis shows the best, middle, and worst outcome of any event. Separating the different outcomes from best to worst provides a reasonable spread of insight for a risk manager. A sensitivity table shows how outcomes vary when one or more random variables or assumptions are changed. Other types of risk management tools include decision trees and break-even analysis.

For the WCCUSD's Board-approved FMP projects, no one is suggesting anything so encompassing as a full-blown simulation. But rather, a few simple planning scenarios or – simpler still – a few key sensitivities on the current plan, would clearly display and QUANTIFY in "black & white" the District's (and its public's) exposure to potentially significant financial risk. And it would point the way for early mitigation & contingency planning, too: A nice "twofer" of big-bang benefits (v the low cost) of doing the analysis in the first place. WHY WAIT?

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WCCUSD CBOC

Attendance Report for Last 12 Meetings

1/6/2020

	2019														
	3/14	3/27	4/18	5/16	6/20	7/25	8/15	9/10	9/11	10/15	11/7	12/10	Y's	N's	Total
Sallie DeWitt															
Lupe Enllana								Y			Y		2		2
Kathy Fleming	Y										Y		2		2
Don Gosney															
Vanessa Hill			Y										1		1
Lorraine Humes											Y		1		1
Anton Jungherr															
Cameron Moore					Y								1		1
Gregg Visineau				Y				Y	Y	Y	Y		5		5
BOE Liason*			N									N		2	2

Key Codes:

Y = Absent, contacted Chairperson or Secretary prior to the meeting

N = Absent, did not contact the Chairperson or Secretary prior to the meeting

Total Column – Too many absences (>=5 absences)

Total Column – Warning on absences (4 absences)

* Consuelo Lara from February 13, 2019. Tom Panas attended the June 20, 2019 meeting in her place.

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CITIZENS' BOND OVERSIGHT COMMITTEE MEMBERSHIP ROSTER 01/13/20

Categories per BP 7214.2 Effective December 9, 2015					
#	Category	Name	Term Start Date	Term Ends	Term #
1	Business Organization*	Sallie DeWitt	01/18/19	01/17/21	2
2	Senior Citizen Organization*	Gregg Visineau	03/29/19	03/28/21	2
3	Taxpayers Organization*	Lorraine Humes	03/06/19	03/05/21	1
4	Parent or Guardian*	Vanessa Hill	07/25/18	07/24/20	1
5	Parent or Guardian & PTA*	Cameron Moore	04/11/18	04/10/20	2
6	El Cerrito Resident	Vacant	—	—	—
7	Hercules Resident	Anton Jungherr	02/11/19	02/10/21	3
8	Pinole Resident	Vacant	—	—	—
9	Richmond Resident	Guadalupe Enllana	08/07/19	08/06/21	1
10	Richmond Resident	Vacant	—	—	—
11	Richmond Resident	Don Gosney	05/24/19	05/24/21	3
12	San Pablo Resident	Vacant	—	—	—
13	Unincorporated Area Resident	Vacant	—	—	—
14	Unincorporated Area Resident	Vacant	—	—	—
15	Building Trades Council	Vacant	—	—	—
16	WCCUSD Employee Unions**	Veronica Diaz	Pending	—	—
17	WCCUSD Student	Vacant	—	—	—

The Proposition 39 WCCUSD CBOC was established by the Board of Education on April 9, 2003. All appointments are made by the Board of Education per BP 7214.2. Terms are for two (2) years with a maximum of three consecutive two (2) year terms.

The date appointments were approved by the Board of Education is the same as the "Term Start" date.

* Legally required category under Proposition 39, California Education Code Section 15282 (a).
**One member, who is not a current WCCUSD employee, representing the five WCCUSD employee unions: United Teachers of Richmond, Teamsters Local 856, School Supervisors Association, West Contra Costa Administrators Association and Adult School Teachers United.

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Bill Whitney, Executive Director
Contra Costa Building and Construction Trades Council
2727 Alhambra Avenue Suite 5
Martinez, CA 94553-3120

January 10, 2020

Re: Citizens' Bond Oversight Committee

Dear Sirs and Brothers,

While I write to you all today as the Chair of the CBOC, I am only 6 months away from the anniversary of my 50th year working as a UA Local 342 Steamfitter.

A little over two years ago I approached the BTC about a vacancy on the CBOC that is designated specifically for the BTC. **The problem is that the spot has sat vacant for the past 25 months!**

Let me give you a little background:

When Charles Ramsey laid the groundwork for our $1.6 billion bond program nearly 20 years ago, he needed the support of certain special interest groups. He needed their clout and he especially needed their buy-in for the campaigns to pass the bonds.

The bond program is on its last legs with two schools left on the list (Wilson Elementary in Richmond which has been demolished and is being rebuilt right now) and Lake Elementary in San Pablo.

While we welcome active participants on the CBOC, the key word is "active'. We need CBOC members that agree to serve for the full two-year term, attend EVERY meeting, volunteer on subcommittees and—and this is a critical part—they need to arrive having read the agenda packet and come prepared to conduct the business in front of us.

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This cannot be accomplished when the BTC doesn't send anyone our way with an application.

The BTC does NOT get to select who sits in that seat. If someone applies that is a Building Tradesman (or woman), that applicant can serve on the CBOC as a BTC representative.

It's also critical to understand that we deal primarily with the finances of the Bond Program and that's it. We have zero authority to set policy directing that the District use Local Hires or PLAs. These are policy decisions made by the Board of Education—something they did nearly 20 years ago. If that is the focus of the BTC, you need to support a candidate seeking a seat on the School Board that can represent out interests.

The District has been chastised first by the CCC Grand Jury and then by the Bond Program's Performance Auditors for their failure to fill these vacant seats. It makes us look very bad when these seats are vacant.

Right now, the Board is reviewing amendments to their Board Policy which will eliminate those seats that have been habitually left vacant—there are two.

One Board refuses to support these amendments unless the full set of proposed amendments is redrafted to protect his sponsors on the BTC. He says that he won't do anything to jeopardize any future support for when he seeks reelection.

My problem is that this may come back before the Board at their meeting of January 29th.

If the BTC can fill the seat with someone that will meet the criteria listed above, we would love it. In the past two years, however, there's been NO ACTION by the BTC or any of her affiliates to submit an application.

But if they cannot, then I'm asking for you to do the right thing and agree that the BTC does not need this guaranteed seat on the CBOC.

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I suggest that you all talk about this in advance amongst yourselves. You don't have to wait until your next meeting to have one of your people submit an application.

As a lifelong union person, I believe that we never give up something we fought for and we never take steps backwards. In my opinion, though, this doesn't fall into that category. It was a political necessity at the time but the need for a seat at the table no longer exists.

Please feel free to call or email me if you have questions.

If you have an applicant, please have them reach out to me so I can forward an application.

Don Gosney



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WCCUSD
CITIZENS' BOND OVERSIGHT COMMITTEE

Kathy Fleming, Vice Chairperson
Don Gosney, Chairperson
Cameron Moore, Secretary

Adam Ferber
1180 Brown Ave Ste 100
Lafayette, CA 94549

January 4, 2020

Re: Term of Service

Mr. Ferber,

Finding volunteers to serve on a CBOC is always difficult. When a CBOC finds volunteers willing to serve, the CA Ed Code limits them to three consecutive terms.

The section covering the terms of service:
"15282. (a) The citizens' oversight committee shall consist of at least seven members **who shall serve for a minimum term of two years without compensation and for no more than three consecutive terms.** While consisting of a minimum of at least seven members, the citizens' oversight committee shall be comprised, as follows:"

The WCCUSD CBOC has members who will be terming out soon but would like to continue to serve.

The question for you is whether there is a way for these CBOC members to continue to serve.

Some questions that come up include:

- Are they limited to serving **only** three consecutive two-year terms (6 years)? Is this a lifetime ban on serving again?
- Can CBOCers apply again after their three consecutive two-year terms?
- If they can, how much time needs to separate the terms? (a full term? a day?)

We're hearing about members of CBOCs in other jurisdictions where the members have served significantly longer consecutively. The Sweetwater USD CBOC has one member that was first appointed on 7.16.13 and who's current term ends on 6.30.22—nearly nine years.

Thank you for your assistance with this.

Sincerely,

Don Gosney

Cc: Luis Freese

dongosney@comcast.net

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The Information in this Letter is Confidential and subject to Attorney-Client and Attorney Work Product Privileges
It is Intended for the Sole Use of the Citizen's Bond Oversight Committee and its Senior Administrative Staff

Via E-Mail and United States Mail

January 10, 2020

Mr. Don Gosney
Chair
Citizens' Bond Oversight Committee
West Contra Costa Unified School District
1400 Marina Way South
Richmond, CA 94004

Re: Committee Member Term Limits

Dear Mr. Gosney

This letter is further to our phone discussion of January 8, 2020 concerning the questions that were referenced in your January 6, 2020 e-mail to me.

Referring to Citizens' Bond Oversight Committees ("CBOC") Education Code Section 15282(a) provides, in pertinent part: "The citizens' oversight committee shall consist of at least seven members who shall serve for a minimum term of two years without compensation and for no more than three consecutive terms."

You observed, due to legislation that limits appointments of CBOC members to certain specified groups of constituents, that there is a very thin

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pool of applicants for CBOC appointments, and it is extremely difficult to fill a spot vacated by a member who has "termed out." It would be preferable, to ensure a full complement of CBOC members if, consistent with law and Board Policy, the effective tenures of sitting members could be extended.

In that light, you asked these questions:

1. Are CBOC members limited to serving only three consecutive two-year terms (6 years)? Is this a lifetime ban on serving again?

2. Can CBOC'ers apply again after their three consecutive two-year terms?

3. If they can, how much time is needed to separate one period of three consecutive two-year terms from the next?

As we discussed, and as you might imagine, there is scant guidance on your precise questions. Although my research was not exhaustive - I can continue to research if you'd like - we discussed the following,

1. Are CBOC members limited to serving only three consecutive two-year terms (6 years)? Is this a lifetime ban on serving again?

Based on the research I've conducted up to now, I believe that CBOC members are not limited to serving only one period of consecutive two-year terms, and the language of Education Code Section 15282 does not impose a lifetime ban on additional service. Had the legislature intended a lifetime ban on service after six years, I believe that it could have accomplished that intention simply by deleting the word "consecutive" from Section 15282(a). This would have the effect of decisively prohibiting any service beyond a total of six years (or three times whatever term a Board of Education established in excess of the minimum of two years.)

For example, in *Legislature v Eu*, (1991) 54 Cal. 3d 493, the California Supreme Court interpreted then Article V, Section 2 of the California Constitution. Section 2 imposed absolute term limits on various elected and

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appointed State officials. Section 2 did not contain the word "consecutive" or any other modifier to the prohibition. (The current Section 2 reads: "No Governor shall serve more than 2 terms.") In my opinion, had the State Legislature intended a complete ban on CBOC member service beyond three consecutive terms, it would have enacted language similar to Section 2's.

2. Can CBOC'ers apply again after their three consecutive two-year terms?

3. If they can, how much time is needed to separate one period of three consecutive two-year terms from the next?

Administrative Guidance

To this point, I have been able to locate only one bit of administrative guidance concerning the amount of time that must elapse between the completion of a member's initial consecutive three-year terms and his or her application to be reappointed. It involves an explicit program directive concerning the amount of time that needed to elapse before a member of the California Telecommunications Access for the Deaf and Disabled Administrative Committee (TADDAC) the primary advisory board to the Deaf and Disabled Telecommunications Program (DDTP) can be reappointed. That language reads: "After serving two consecutive full terms [of four years each] a member (1) is ineligible to serve another term until that individual has been off the Committee for two years ...

After a hiatus of at least two years an individual will be eligible to the TADDAC ..."

(Resolution Implementing Structural Changes to Existing Deaf and Disabled Telecommunications Program Advisory Board Charters Pursuant to Resolution T-17212 (August 20, 2009)

An inference from this language is that a period equal to one quarter of all consecutive terms is considered by at least one California agency, to break the chain of continuity between one period of consecutive terms and the next. However, the language I've quoted is not applicable to CBOC and, to be understood fully, should be considered against the particular circumstances that gave rise to it.

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"Reasonableness"

Absent anything more authoritative, resort to general rules of statutory construction is appropriate in this instance. In particular,

> If there is no ambiguity in the language of the statute or a constitutional provision, then the legislature (or, in this case, the electorate) is presumed to have meant what it said, and the plain meaning of the language governs. If the words used unequivocally express the legislature's intent, that intent is controlling. The meaning of a statute, in the first instance, must be sought in the language in which the statute is framed, and if that is plain, the sole function of the courts is to enforce it according to its terms. Thus, where no ambiguity exists, and the language permits only one construction, the intent of the legislature in enacting a statute is to be gathered from the words and language employed read as a whole, according to the usual and ordinary import of the language employed, and in context with the nature and obvious purpose of the statute without further judicial construction. (Code Civ. Pro. Sect. 1849)

The prohibition contained in Section 15282 is limited to the number of consecutive two-terms. It does not contain either an absolute prohibition to further service. It does not specify, as does the TADDAC language above, a fixed hiatus between one period of consecutive terms and another. In that light, it could reasonably be understood to mean that a "reasonable" hiatus will suffice. What would constitute "reasonable" is uncertain. We discussed possible hiatuses of between three months and one year. Obviously, the longer the hiatus, the better the argument that it rendered the two three-year periods non-continuous.

Sweetwater Union School District CBOC Board Policy

Section 7.1 of the Sweetwater Union School District's Board Policy Concerning its CBOC reads as follows:

> The Oversight Committee members shall serve for a term of three years without compensation. Members may be appointed by the

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> Board, in its discretion, for no more than three (3) consecutive terms as provided by law. A member of the Board may serve multiple non-consecutive terms as the Board may direct.

It is fair to interpret this language to mean that, so long as a CBOC member does not serve three consecutive three year terms, he or she may be appointed to "non-consecutive" three-year terms, without limit, in the Board's sound discretion. This suggests that a similar revision to our current CBOC Board policy might be worthwhile.

We also discussed the general issue of how CBOC member service periods might be extended. Specifically, since Section 15282 provides for minimum terms of two years, we considered the notion of requesting that the Board of Education raise the current term of CBOC membership from two years. This would have the effect of extending the total time of three consecutive terms.

I hope this information is helpful. As always, please feel free to contact me if you have any additional thoughts or questions.

Very truly yours,

/Signed in Mailed Original/

Adam S. Ferber

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WCCUSD
CITIZENS' BOND OVERSIGHT COMMITTEE

Kathy Fleming — Vice Chairperson
Don Gosney — Chairperson
Cameron Moore — Secretary

2020
CBOC MEETINGS CALENDAR

Meetings will begin at 6:15

Jan 13	Apr 13	Aug 10
Feb 10	May 11	Sept 14
Mar 09	Jun 08	Sept ?? (proposed joint meeting)
Mar 25 (proposed joint meeting)	Jul 13	Oct 19
		Nov 09
		Dec 14

SCHOOL BOARD MEETINGS

Jan 15	May 06	Sept 09
Jan 29	May 20	Sept 23
Feb 12	Jun 10	Oct 07
Feb 26	Jun 24	Oct 21
Mar 11	Jul 05	Nov 04
Mar 18		Nov 18
Mar 25 (proposed joint meeting)		
Apr 08	Aug 05	Dec 09
Apr 22	Aug 26	Dec 16

CBOC Bylaw Requirements

There must be a December meeting for officer elections
2 joint meetings with Board of Education

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FUTURE AGENDA ITEM LOG

01/13/20

Item #	Description	Suggested	Agendized
18-1	Board Policy 7214.2 Amendments	10.24.18	04.18.19
18-2	CBOC Handbook	10.24.18	ongoing
18-3	Election of 2019 Officers	10.24.18	12.19.18
18-4	Distribution of '17 Annual Report	10.24.18	12.19.18
18-5	Work Plan ~ CBOC Web Site	10.24.18	12.19.18
18-6	Recruitment of CBOC Members	10.24.18	01.17.19
18-7	CBOC Meeting Schedule	10.24.18	12.19.18
18-8	Updated By-Laws		TBD
18-9	Recommendation that the District appoint an appropriate Business Services Division member to the Implementation Task Force	12/14/18	12/19/18
18-10	Invite PVHS Construction Manager (Roebbelin Construction Management Services, Inc.) to CBOC meeting to discuss cost overruns	10/24/18	05/16
19-1	Bring Draft ByLaws to CBOC for review	02/06/19	TBD
19-2	Distribution of '17 Annual Report	02/06/19	04/18/19
19-3	Recruitment of CBOC applicants	02/06/19	04/18/19
19-4	Provide opinion from CBOC attorney on the role of the CBOC	02/06/19	03/27/19
19-5	September Joint Meeting Agenda Topics	08/15/19	09/11/19
19-6	PVHS Lessons Learned	08/15/19	TBD
19-7	Invite newly hired staffers to meet with CBOC	08/15/19	08/15/19
19-8	Facilities Master Plan Update	08/15/19	TBD
19-9	2020 CBOC Meeting Calendar	10/15/19	12/10/19
19-10	Election of Officers for 2020	10/15/19	12/10/19
19-11	Extensive review of Wilson ES Project	10/15/19	11/07/19

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