



SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
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Dr. Shawnterra Moore, Superintendent

Meeting Notes-Information Only No Quorum

Meeting Type: Meeting of the Measure T Citizen's Bond Oversight Committee

Meeting Date: Tuesday, May 13, 2025, 5:30 PM

Location: South San Francisco Unified School District Office
Board Room 398 B Street
South San Francisco, CA 94080

ORDER OF BUSINESS

- I. **Call to Order 5:45pm** **CBOC Chair**
- II. **Roll Call** **Gina DeMartini**
- | | |
|-------------------|---------|
| Daniela Jonguitud | Absent |
| Miguel A. Nava | Absent |
| John R. Penna | Present |
| John Sanna | Present |
| Avin Sharma | Present |
| Soy Wong | Absent |
| Vishal Patel | Absent |

Mr. Sanna stated that since we do not have a quorum at this time, Action items IV & VIII will not be voted on. If we get a quorum during our meeting, action items will be pushed to the end of the meeting.

- III. **Pledge of Allegiance** **CBOC Chair**

IV. **Action: Approval of 3/11/25 Meeting Minutes**

CBOC Chair

Tabled until next meeting. No Quorum.

V. **Information: CBOC Members Terms**

Ted O

Ted O explains that 4 members, John Sanna, John Penna, Avin Sharma & Soy Wong term is up on June 30, 2025, and asks if the 4 members would like to serve another two years. John Sanna, John Penna, Avin Sharma all agree to service another two-year term. Ted O will contact Soy Wong for his confirmation. The goal is to take this to the board for approval on June 12. Chair and Vice Chair will be voted on at the July 29th meeting. Ted O will also check with Daniela Jongitud, Miguel A. Nava & Vishal Patal to confirm they wish to continue their current terms.

VI. **Information: Bond Program Update**

Lori Shelton

Group 1:

1. Sunshine Gardens ES Modernization:

- a. The project is starting the first phase of the design process.
- b. The scope of work includes but is not limited to modernization of classrooms, a new Exploratorium, HVAC upgrades, security upgrades, restroom upgrades, utility infrastructure upgrades (storm, sanitary, gas, fire), electrical system upgrades, site accessibility improvements, roofing, and interim housing for swing space.
- c. The bond team held an initial meeting with the principal in mid-April to review the process and establish site committee meeting schedule.
- d. The bond and design teams will engage a CEQA specialist to ensure that there are no issues to address due to the proposed new building.

2. Los Cerritos ES Modernization:

- e. HED Architects will be engaged to assist the district in assessing the Board-Requested options for off-site interim housing and addressing the impact of play structure and parking restrictions on the site. HED has been tasked with helping to outline a scope of work for these services. The fee proposal will go to the June 12th board meeting for approval.

3. El Camino HS Cafeteria and Central Kitchen:

- a. The board approved the Guaranteed Maximum Price (GMP) at the May 8th board meeting. The total preliminary services and construction for the LLB contractor is \$10,692,036.00.
 - i. The first OAC (owner/architect/contractor) meeting is May 15th. Construction is scheduled to begin at the start of summer. Completion is expected at the end of June 2026.
- b. The temporary meal support area construction near the district warehouse which will be used to assist in receiving, sorting and

distribution of components like milk and fresh fruits should be complete at the end of May.

4. Westborough MS Field and Pavement Improvement:

- f. The construction project has officially kicked off and construction will begin this first week of June. This project included pavement improvements on the lower play yard, new turf field, and ADA upgrades along the path of travel for these two areas as required by the Division of State Architect (DSA). Completion of this project is December 2025. The project is phased to minimize impact to school function.

Group 2:

1. South San Francisco HS Modernization:

- a. CAW and subconsultants continue the project assessment of the campus. The anticipated completion of project assessment is June 2025. The complicated aspect will be determining the scope of work for both high schools to move forward as the needs are so great.

2. El Camino HS Modernization:

- b. Multistudio and subconsultants continue the project assessment of the campus. The anticipated completion of project assessment phase is June 2025.

3. Spruce ES and Monte Verde ES:

- c. The design firm DSK was selected to provide project assessment services. Board approval was received at the March 27th board meeting. The bond team held the project kick-off meeting with the design firm in mid-April. DSK took advantage of Spring Break to begin their assessments. The design team has met with the Principal and site committee to provide an overview of the process and understand their program and needs.

4. Monte Verde ES:

- a. The design firm SIMS Architects was selected to provide project assessment services. Board approval was received at the March 27th board meeting. The bond team held the project kick-off meeting with the design firm in mid-April. SIM Architects also took advantage of Spring Break to begin their assessments. The first site committee meeting was held April 29th.

Other:

1. HVAC Package A:

- a. Sites included are Monte Verde ES, Ponderosa ES, Sunshine Gardens ES, Westborough MS, El Camino HS.
- b. All Scopes of work have been completed and the final project costs confirmed.
- c. Recorded Notice of Completion, dated March 26th, was received from

the county of San Mateo.

- d. We have received and paid the final DSA invoices for 2 of the five sites. We have not yet received the final invoices for the remaining 3 sites which are under DSA review. Not have we received any certified close confirmation letters.

- e. Final retention has not yet been released.

2. Education Specifications:

The Education Specifications will be going to the board for approval June 12th or 26th.

3. District Standards:

District Standards continue to be developed and will be an on-going effort.

4. I.T. Standards:

I.T. Standards have been finalized.

VII. **Information: Up-To-Date Financial Information**

Ted O

Ted O explains the financial report attached dated May 13, 2025.

No questions

No comments

VIII. **Action: Adopt Meeting Schedule/Calendar**

CBOC Chair

Tabled until next meeting. No Quorum.

IX. **Public Comment on Non-Agendized Items**

CBOC Chair

No Public Comments

X. **Committee Member Announcements/Reports**

CBOC Chair/Members

John Sanna wants to make a note to discuss the annual report at the next meeting.

John Sanna would like to request future field trips to construction sites.

XI. **Adjournment 6:19 PM**

CBOC Chair

Next meeting is July 29, 2025