

**POWAY UNIFIED SCHOOL DISTRICT
CITIZENS' OVERSIGHT COMMITTEE
MEETING MINUTES**

Date: April 5, 2004

Location: Poway Unified School District
Conference Room B-1

Committee Members Present:

Andy Berg
Chrissa Corday
Lee Dulgeroff
Kathy Frost
Fred Sanford

Committee Members Absent:

Tony Heinrichs
Todd Gutschow (Arrived at 6:35 p.m.)

District Representatives Present:

John Collins, Deputy Superintendent
Doug Mann, Executive Director, Facilities & Planning
Mark Miller, Director, Educational Facilities & Programs
Bob Gravina, Director, Technology Support t Services
Laurel Weber, Assistant to the Deputy Superintendent

Others Present:

Jon Baker – NTD Architects
Jerry King – Program Manager – PinnacleOne/Barnhart
Mark Claussen - Project Manager - PinnacleOne/Barnhart
Gregg Blankenship – Project Manager – PinnacleOne/Barnhart
Layne Arthur – Support Services Director – PinnacleOne/Barnhart

Meeting Items:

1. Chairman, Fred Sanford, called the meeting to order at 6:05 p.m.
2. All members present except Tony Heinrichs and Todd Gutschow.

3. It was moved by Lee Dulgeroff to approve the minutes. It was seconded by Kathy Frost. Motion carried 5 – 0.
4. Lee Dulgeroff shared the progress of Proposition MM with energy savings and modular buildings.
5. There were no public comments
6. Mark Claussen reported on the Project Status.

❖ Program Update (*Todd Gutschow arrived during Program Update*)

- Expenditures
 - ◆ Bond Expenditures by School
 - ◆ Total Program Expenditures

❖ Program and Current Project Summary

- Objective – SFID Modernization and Expansion at 24 Schools
 - ◆ Proposition U Passage: November 2002
 - ◆ Bond Capacity \$198 Million
 - ◆ Initial Bond Sale (\$75 Million) June 2003
 - ◆ Final Bond Sale August 2013
 - ◆ State Funds Eligibility \$60 Million (est.)
 - ◆ Total Projected Cost \$256 Million
 - ◆ Program Manager PinnacleOne/Barnhart
 - ◆ Architect NTD Stichler

- Current Project Start Milestones

	<u>PHS</u>	<u>MCHS</u>	<u>Midland</u>	<u>Westwood</u>
◆ DSA Submit	4/04*	1/04*	1/04*	12/03*
◆ EB Moves	6/04	2/04* & 4/04	5/04	6/04
◆ PHS Softball	6/04			
◆ Bldg U Start		3/04		

*Done

◆ Const. Start	12/04	5/04	7/04	6/04
◆ Completion	3/07	12/06	8/05	8/05

- Accomplishments
 - ◆ Building U Modular Building for MCHS Started
 - ◆ Fan Coil Mockup Testing Completed
 - ◆ Scopes of Work Reviewed Remaining 20 Schools
 - ◆ Budgets Established for First 4 Schools
 - ◆ 8 EB's Moved Over February Break at MCHS
 - ◆ Interim Classroom Plans Completed
 - Work Packaged Into One Delivery Order
 - ◆ Constructability Review On-going
 - Next Steps
 - ◆ Move Next 11 EB's at MCHS Over Spring Break
 - ◆ Award Site Contract for Building U at MCHS (April 04)
 - ◆ Receive DTSC Final Comments on RAW for Midland
 - ◆ Advertise Midland Demolition Work (May 04)
 - ◆ Award Girl's Softball Field PHS (May 04)
 - ◆ Begin Midland Interim Campus Development (May 04)
 - ◆ Continue Constructability Reviews and Bid Packaging
- ❖ Program Budget Status – “Transitioning to Construction Phase”
- Budgets

◆ PHS	\$46,881,646
◆ MCHS	\$36,317,697
◆ Midland	\$18,690,972
◆ Westwood	<u>\$13,667,657</u>
◆ Total	\$115,557,972
- ❖ Current Financial Issues
- Construction Costs Increasing
 - ◆ Bid Alternated Identified
 - Baseline Budgets Established
 - State Funding Eligibility Amounts Increasing
 - Midland Eligibility Amounts Not Determined
- ❖ Summary This Period
- Contracts Recently Put In Place
 - ◆ Building U Manufacture (MCHS)
 - ◆ Current Enterprises – EB Moves
 - ◆ Hazardous Material Surveys
 - ◆ Construction Inspection and Testing

- ❖ Project Performance Graphs To Be Utilized With Baseline Budgets
 - Plan, Encumbered and Expended
 - Budget Variances By Category
 - Cost Performance Index
 - Schedule Performance Index

- ❖ Projected Budget Funding Sources
 - Potential Funding Sources
 - ◆ Redevelopment
 - ◆ CFD
 - ◆ Interest Income
 - ◆ Developer Fees
 - ◆ F&E Reserves
 - ◆ Unallocated SFID
 - ◆ Bonding Capacity

- ❖ MCHS Interim Classroom Moves
 - February School Break Move

- ❖ Building U Construction
 - AFS Industries Chula Vista

- ❖ Risk Analysis Summary

<ul style="list-style-type: none"> ▪ Key Assumptions and Critical Success Factors <ul style="list-style-type: none"> ◆ Design and Construction Schedule (Y)* ◆ Construction Quality/Facilities Maintenance and Operations Participation (G)* ◆ Budget Impacts from “Scope Creep” (Y)* ◆ Budget Impacts from Construction Cost Increases (Y)* ◆ Community Relations (G)* ◆ Temporary Facilities (Y)* 	<p>Comments</p> <p>DSA Structural Review Lagging</p> <p>Continue Program Discipline</p> <p>Monitoring Market Conditions</p> <p>Communicate Accomplishments</p> <p>Parking Impacts, Community Meeting, Garden Road</p>
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* Red = High Risk Yellow = Low Risk G=No Risk

- ❖ Accomplishments By Next Review
 - Begin Midland Interim Campus Development
 - Complete MCHS EB Moves (11 Units)
 - Award and Start Building U Site Work (MCHS)
 - Award and Start Girl’s Softball Field (PHS)
 - Complete Midland Remedial Action Work Plan (RAW) Review by DTSC
 - Hold First Contractor Outreach Breakfast

❖ State Prop 55 Funding Update

▪ Mod	<u>Current</u>	<u>Planned</u>	<u>Variance</u>
◆ PHS	\$7,619,379	\$6,315,373	\$1,304,006
◆ MCHS	\$9,949,604	\$9,416,872	\$532,732
◆ MID	0	\$1,212,449	(\$1,212,449)
◆ WW	\$1,619,413	\$969,900	\$ 649,513
◆ TPMS	\$3,819,503	\$3,383,861	\$ <u>435,642</u>
			\$1,709,444

❖ Growth

◆ PHS	\$8,332,010
◆ MCHS	\$2,445,540
◆ MID**	\$5,837,825
◆ WW	\$2,386,760
◆ TPMS	\$ 775,518

**In Negotiation With OPSC. May Add Hardship Eligibility

❖ Midland Interim Campus Site

- Garden Road Elementary School
 - ◆ Presentation – Mark Miller

❖ Contractor Community Outreach

- Business Opportunities
 - ◆ Consultants
 - ◆ Construction Services
 - ◆ General Contractors
 - ◆ Prime Trade Contractors
 - ◆ Subcontractors/Suppliers
 - ◆ Other Vendors
- Consultants
 - ◆ Architects
 - ◆ Engineers
 - ◆ Environmental Services
- Construction Services
 - ◆ DSA Project Inspections
 - ◆ Special Inspection
 - ◆ Materials/Performance Testing
 - ◆ Survey and Staking
 - ◆ Environmental Testing

- General Contractors
 - ◆ Single Prime Projects
 - Lowest bidder is awarded District contract to perform all work for entire project, per plans and specifications.
 - ◆ Multiple Prime Projects
 - Certain bid packages requiring a “B” Contractor’s License involving multiple unrelated trades.

- Prime Trade Contractors
 - ◆ “Subcontractors” holding active Trade Contractor’s License for specific portion of work required in a bid package.
 - ◆ Lowest bidder is awarded a District contract for all labor, equipment, and materials specified within specific bid package specifications.

- Subcontractors/Suppliers
 - ◆ Contractors who subcontract their work to a Prime Trade Contractor
 - ◆ Suppliers providing equipment, building materials, and supplies to various General Contractors, Prime Trade Contractors, and Subcontractors

- Other Vendors
 - ◆ Construction Office Trailers
 - ◆ Office Equipment/Supplies
 - ◆ Temporary Utilities Providers
 - ◆ Temporary Construction Fencing
 - ◆ Portable Sanitation/Wash Stations
 - ◆ Water Trucks
 - ◆ Construction Cleaning Services
 - ◆ Dumpsters and Storage Containers
 - ◆ Jobsite Security

- How We Reach Out
 - ◆ Periodic Outreach Breakfast (April 28)
 - ◆ “Building for Success” Website
 - ◆ Business Opportunities Page
 - ◆ Local/Regional Plan Rooms and Bidding Sheets
 - ◆ Web-based Advertisement Services (AGC, DEB, isqft, eBidBoard, etc.)
 - ◆ Direct Invitation
 - ◆ Word of Mouth

7. New Business

John Collins presented the Building Fund Audit Report to the Committee. He also shared pictures of the offsite building of Building U for Mt. Carmel High School.

John Collins will take a recommendation to the Board at the April Meeting to appoint some members to a second two-year term effective March 2004.

Todd Gutschow recommended the Committee begin work on the second report to the community. Chrissa Corday, Lee Dulgeroff, and Todd Gutschow will be part of a subcommittee to work with District staff on the report.

8. Agenda for Next Meeting

- Election of Officers
- Project Status Report
- Sub-committee Report

The next meeting is June 14, 2004 at 6:00 p.m.

9. Andy Berg moved the meeting be adjourned. Lee Dulgeroff seconded the motion. The meeting adjourned at 8:10 p.m.