

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

Date: May 16, 2005

Location: Poway Unified School District
Conference Room B-1

Committee Members Present:

Andy Berg
Chrissa Corday
Lee Dulgeroff
Kathy Frost
Roger Moyers
Fred Sanford

Committee Members Absent:

Tony Heinrichs
John Collins, Deputy Superintendent

District Representatives Present:

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

Others Present:

Mark Claussen – Deputy Program Manager	PinnacleOne/Barnhart
Mike Derouin – Project Manager	PinnacleOne/Barnhart
Jon Baker	NTDStichler

Meeting Items:

1. Chair, Kathy Frost, called the meeting to order at 6:02 p.m.
2. Roll call of members taken as reflected above.
3. Fred Sanford moved to approve the minutes from the last meeting. Lee Dulgeroff seconded the motion. Andy Berg abstained. Motion carried 5 – 0.
4. There were no public comments
5. Andy Berg announced that the San Diego County Taxpayers Association nominated Poway Unified School District for the Watchdog Award for the Bridge Financing Program. Andy also gave an update on a proposed seminar sponsored by the Taxpayers Association on bridge financing.

Fred Sanford presented Kathy Frost with hats from the NCAA Basketball Final Four.

6. Mark Miller updated the Committee on the schedule of summer closures for Poway High School and Mt. Carmel High School. Students from Poway High School will attend summer school classes at Rancho Bernardo High School and Mt. Carmel High School students will attend summer school classes at Westview.

Tony Heinrichs arrived during Mark Miller's update

7. Mark Claussen gave a program update.

Construction Contracts Summary

Expenditures by School

	Budget	Construction Expenditures		Soft Costs Expenditures								Total Expenditures
		Const.	Construction Management	Architectural Design Fee	Architectural Additional Fee	Architectural Reimbursable Fee	Program & Project Mgmt	Misc Agency Fees	Labor Compliance	Other Consultants	Testing/ Inspection	
Abraxas	7,625,933	125,378								10,023		135,401
Bernardo Heights	5,415,548	161,905								544		162,449
Black Mountain	13,803,807	105,040								10,391		115,431
Canyon View	5,409,987	81,342										81,342
Chaparral	6,684,353	108,133		15,677						9,890		133,700
Deer Canyon	2,457,215	87,566										87,566
Garden Road	7,235,035	98,766		53,316						12,233		164,315
Los Peñasquitos	7,884,984	95,577		7,500								103,077
Meadowbrook	9,644,173	137,507		109,916						20,493		267,916
Midland	23,700,000	7,570,725	398,342	1,082,088	18,495	6,090		81,409	105,787	438,853	233,404	9,935,193
Morning Creek	3,003,699	84,414										84,414
Mt Carmel	44,500,000	11,388,544	309,756	2,016,574	116,280	6,842		207,350	43,071	221,581	189,144	14,499,142
Painted Rock	6,969,655	88,858		9,339						9,890		108,087
Pomerado	6,183,769	109,298								7,352		116,650
Poway High	50,000,000	3,845,322	165,639	2,454,174	79,114	8,474		248,422	59,720	216,127	85,197	7,162,189
Rancho Bernardo	14,699,315	1,016,366		838				8,239		1,369		1,026,812
Rolling Hills	5,222,633	76,676										76,676
Sundance	5,069,689	90,770										90,770
Sunset Hills	5,640,621	66,423								9,890		76,313
Tierra Bonita	6,065,554	78,376		273,835						33,291		385,502
Turtleback	3,643,421	69,495										69,495
Twin Peaks	16,419,107	71,350		474,303	66,515			85,993		62,535		760,696
Valley	8,731,279	90,487										90,487
Westwood	20,447,835	6,768,464	476,332	1,032,081	120,942	63,973		86,600	84,540	123,407	253,850	9,010,189
Subtotal	286,457,612	32,416,782	1,350,069	7,529,641	401,346	85,379		718,013	293,118	1,187,869	761,595	44,743,812
SFID Unallocated Cost				67,629			4,145,692	328,114	603,144	8,650		5,153,229
		32,416,782	1,350,069	7,597,270	401,346	85,379	4,145,692	1,046,127	896,262	1,196,519	761,595	49,897,041

Total Program Expenditures

Bond Program
 Total Expenditures/Balances By Program Category
 As of May 10, 2005

	Planned Expenditures	Total Expenditures from Inception through May 10, 2005	Total Expenditures as Percentage of Planned Expenditures	Unspent Balance	Unspent Balance as a percentage of Planned Expenditures
Construction: Modernization and Expansion					
Construction					
1.4 Construction	220,352,529	33,766,851	15%	186,585,678	85%
Construction Subtotal	220,352,529	33,766,851	15%	186,585,678	85%
Soft Costs: Administer and Support the Construction Program					
0.0 Program Contingency	5,351,053	-	0%	5,351,053	100%
2.1 Design Fees	28,788,722	8,083,995	28%	20,704,727	72%
2.2 Program & Project Mgmt	17,273,233	4,145,692	24%	13,127,541	76%
2.3 Misc Agency Fees	2,878,872	1,046,127	36%	1,832,745	64%
2.4 Labor Compliance	2,878,872	896,262	31%	1,982,610	69%
2.5 Other Consultants	2,878,872	1,196,519	42%	1,682,353	58%
2.6 Testing and Inspection	7,485,068	761,595	10.17%	6,723,473	89.83%
Soft Cost Subtotal	67,534,692	16,130,190	24%	51,404,502	76%
Other: Furniture and Equipment					
F&E	3,242,600	-		3,242,600	
FF&E Subtotal	-	-		-	
Grand Total	291,129,821	49,897,041	17%	237,990,180	82%

Program Summary

Objective

SFID Modernization and Expansion at 24 Schools

- Proposition U Passage: November 2002
- Bond Measure Amount \$198M
- Initial Bond Sale (\$75M) June 2003
- Final Bond Sale: Aug 2013

- Program Manager: PinnacleOne/Barnhart
- Architect: NTDSchler

Active Project Milestones

School	Design		Construction	
	Start	DSA submit	Start	Complete
Midland Elem.	11/02	1/04	7/04	01/06*
Westwood Elem.	11/02	12/03	7/04	12/05*
Poway High	11/02	4/04	7/04	09/07
Mt. Carmel High	11/02	1/04	5/04	03/07*
Twin Peaks Middle	11/02	1/05	10/05	01/07
Tierra Bonita Elem.	5/04	3/05	3/06	08/07
Garden Road Elem.	5/04	5/05	3/06	8/07
Chaparral Elem.	1/05	9/05	5/06	10/07
Painted Rock Elem.	1/05	9/05	5/06	10/07
Abraxas High	4/05	1/06	TBD	TBD

*Rain delay

Accomplishments

- Raising structural steel at Midland Elementary
- Poway High Phase II contracts awarded (22)
- Mt. Carmel High School Phase II making up time on rain impacted schedule. Phase III Sept. 2005
- Westwood Elementary new classrooms and MPR begin vertical work (high visibility)
- Twin Peaks Middle: Late summer advertisement
- Tierra Bonita Elementary submitted to DSA
- Painted Rock and Chaparral Elementary schematic development continuing
- Facility assessments conducted at 2 sites.

Significant Next Steps

- Continue Phase III scope of work definition for Poway High
- Submit Garden Road Elementary to DSA
- Start Poway High summer utility work. Campus closed
- Complete Procurement Plan for Twin Peaks Middle, Tierra Bonita and Garden Road Elementary
- Start Summer Interim Housing moves
- Design start for Los Peñasquitos and Pomerado Elementary and Meadowbrook Middle Schools

Risk Analysis Summary

RISK ANALYSIS

Revision Date: May 10, 2005

NBR	ITEM	RISK ASSESSMENT			POSSIBLE IMPACT (Cost and/or Schedule)	MITIGATION PLAN
		Original	Prior	Current		
1	Construction Schedules impacted by length of time required for Division of State Architect Reviews	L	M	L	Delay of construction start which may impact construction finish.	1. Architect continue dialogue with Division of State Architect 2. Review schedules for impacts on construction finish. 3. Incorporate 6 month DSA design review into new project starts.
2	Growth in construction program forecast to complete from "Scope Creep" during the design phase.	L	M	M	Increase in forecasted cost to complete.	1. Continue to identify non-SFID Bond funding sources. 2. Recommend reductions in construction program scope as new priorities are identified
3	Construction cost increases resulting from fewer contractors providing bids for each project.	L	M	L	Increase in forecasted cost to complete.	1. Continue aggressive Contractor Outreach Program. 2. Deliver on goal to pay within 30 days of receipt of invoice. 3. Adjust Phasing Plans for MCHS and PHS (scope reviews)
4	Construction cost increases from material increases	L	H	M	Increase in forecasted cost to complete from construction material cost increases (steel, wood, concrete, aggregates)	1. Continue to monitor the market and adjust the forecast to complete estimates prior to bidding 2. Do not adjust design standards to "chase" the market.
5	Community relations. Impacts resulting from the start of the construction program--Avoid surprises.	L	M	M	Possible re-work of designs and /or construction schedules.	1. Continue proactive communications via the local media 2. Publish recurring reports to the community. 3. Include construction progress updates on the webpage
6	Interim facilities	L	M	M	Growth in numbers of required units and impact on the overall the construction budget.	1. Consolidate needs and advertise larger contracts for facility moves to provide economies of scale. 2. Maximize the use of existing permanent classrooms.
7	Midland SAB Funding	L	H	H	State match funding shortfall of \$1-2M	1. District hiring consultant. 2. New Construction approach
8	Record setting rain season	H	H	M	Schedule impact with growth in cost to complete	1. Issue revised schedules and perform detailed reviews with prime contractors. Manage extended field overheads
9	Review MCHS building as-built condition. Structural impacts	M	M	M	Cost impact: Possible increase in forecast to complete	1. Structural Engineers reviewing Bldg M roof, foundation and sheer wall structural components. 2. Inspect remaining buildings at MCHS for similar condition. Inspections complete 4/05

8. New Business

Citizens' Oversight Committee members will attend the following Board of Education meetings:

September 15 - Roger Moyers
October 10 - Kathy Frost
November 14 - Chrissa Corday
December 12 - Fred Sanford

The Midland Elementary School Groundbreaking Ceremony will be held June 17, 2005, at 2:00 p.m.

9. Next Agenda

Procurement methods for future projects.
Program Update

The next meeting will be June 20, 2005.

10. The meeting adjourned at 7:00 p.m.