

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

Date: June 20, 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

District Representatives Present:

Doug Mann, Executive Director, Facilities & Planning
Mark Miller, Director, Educational Facilities & Programs
Laurel Weber, Assistant to the Deputy Superintendent

Others Present:

Mark Claussen – Deputy Program Manager	PinnacleOne/Barnhart
Gregg Blankenship – Project Manager	PinnacleOne/Barnhart

Meeting Items:

1. Call to Order
Chair, Kathy Frost, called the meeting to order at 6:05 p.m.
2. Roll Call
Roll call of members taken as reflected above.
3. Approval of Minutes
Fred Sanford moved to approve the minutes from the last meeting. Chrissa Corday seconded the motion. Motion carried 6 – 0.
4. Public Comments
There were no public comments. *Tony Heinrichs arrived during public comments.*
5. COC Member Reports
Kathy Frost thanked the District committee for their work on the Midland Groundbreaking Ceremony. Andy Berg announced that the District received the San Diego County Taxpayer Watchdog Award for the Bridge Financing Program.

6. Procurement Methods

General Contractor

General Contractor (GC)

PROS

- Single contractor
- “Good Contractor”
- Less contract admin
- Fixed price at bid
- Award or non-award
- Change orders simplified
- One contractor

CONS

- Single contractor
- “Challenging” Contractor
- More contract admin
- Re-bid option costly
- Schedule and budget
- GC markups on changes
- GC not on owners' side
- Loss of “control” at an occupied project site

Multiple Prime Construction Management

PROS

- Multiple contract opportunities for contractors
- Good cost analysis at bid
- Lower change order rate (CCM on owners' side)
- CM on owner side
- Owner control of the project

CONS

- Multiple contract administration
- Owner can change scope
- CM cost perception
- Warranty administration

Lease Build Modernization

PROS

- Best value for the owner
- Negotiated procurement
- Design assist by the trade contractors
- Value engineering by the trades

CONS

- Limited availability of “experienced” general contractors for public work

Procurement Recommendation

- Do not use the GC method for total project
- May be GC opportunities combined with Multiple Prime Method
- Multiple Prime Construction Management
- Twin Peaks and Tierra Bonita packaged as one project
- Lease Build Modernization
- Garden Road, Chaparral, and Painted Rock packaged as one lease build project

7. Program Update.

Construction Contracts Summary

Construction contract value	\$79.791 million
Change order value	\$ 1.097 million
Change order percentage	1.374%
Construction invoice payments	20.232 days
Schedule performance index	0.89
Cost performance index	0.98

Expenditures by School

	Budget	Construction Expenditures		Soft Costs Expenditures								Total Expenditures
		Construction	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								10,713		136,091
Bernardo Heights	5,415,548	161,905								8,522		170,427
Black Mountain	13,803,807	105,040								10,391		115,431
Canyon View	5,409,987	85,599										85,599
Chaparral	6,684,353	108,310		15,677						9,890		133,877
Deer Canyon	2,457,215	88,734										88,734
Garden Road	7,235,035	98,766		74,933	-					13,615		187,314
Los Peñasquitos	7,884,984	95,083		7,500						-		102,583
Meadowbrook	9,644,173	137,507		109,916						20,493		267,916
Midland	23,700,000	9,286,648	512,926	1,126,871	18,495	6,090		93,288	105,787	443,103	319,206	11,912,414
Morning Creek	3,003,699	85,884										85,884
Mt Carmel	46,500,000	11,773,810	428,540	2,016,574	116,280	6,842		207,350	43,525	221,581	189,144	15,003,646
Painted Rock	6,969,655	90,851		9,339						9,890		110,080
Pomerado	6,183,769	109,298								7,352		116,650
Poway High	50,000,000	5,878,680	288,194	2,454,174	79,114	8,474		248,422	59,720	221,188	148,485	9,386,451
Rancho Bernardo	14,699,315	1,134,427		1,531				8,239		12,761		1,156,958
Rolling Hills	5,222,633	79,733										79,733
Sundance	5,069,689	91,790										91,790
Sunset Hills	5,640,621	67,672								9,890		77,562
Tierra Bonita	6,065,554	80,250		278,085						40,892		399,227
Turtleback	3,643,421	68,761										68,761
Twin Peaks	16,419,107	71,350		566,247	66,515	20		88,565		70,254		862,951
Valley	8,731,279	88,596										88,596
Westwood	21,747,812	8,305,818	628,922	1,032,081	120,942	63,973		86,600	84,898	135,307	283,199	10,741,740
Subtotal	289,757,589	38,219,890	1,858,582	7,692,928	401,346	85,399		732,464	293,930	1,245,842	940,034	51,470,415
Unallocated				72,299			4,789,530					

Total Program Expenditure Program Summary

**Bond Program
 Total Expenditures/Balances By Program Category
 As of June 20, 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	223,652,529	40,078,472	18%	183,574,057	82%
Construction Subtotal	223,652,529	40,078,472	18%	183,574,057	82%
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	8,252,972	29%	20,535,750	71%
2.2 Program & Project Mgmt	17,273,233	4,789,530	28%	12,483,703	72%
2.3 Misc Agency Fees	2,878,872	732,464	25%	2,146,408	75%
2.4 Labor Compliance	2,878,872	293,930	10%	2,584,942	90%
2.5 Other Consultants	2,878,872	1,970,143	68%	908,729	32%
2.6 Testing and Inspection	7,485,068	940,034	12.56%	6,545,034	87.44%
Soft Cost Subtotal	67,534,692	16,979,073	25%	50,555,619	75%
Other: Furniture and Equipment					
F&E	3,242,600	-		3,242,600	
FF&E Subtotal	-	-		-	
Grand Total	294,429,821	57,057,545	19%	234,129,676	80%

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

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	12/05	01/07
Tierra Bonita Elem.	5/04	3/05	6/06	08/07
Garden Road Elem.	5/04	8/05	6/06	8/07
Chaparral Elem.	1/05	9/05	6/06	10/07
Painted Rock Elem.	1/05	9/05	6/06	10/07
Abraxas High	4/05	1/06	TBD	TBD
Los Pen Elem	6/05	11/05	7/06	12/07
Rolling Hills Elem	6/05	11/05	7/06	12/07
Pomerado Elem	6/05	11/05	7/06	12/07

Accomplishments

Midland Elementary beam signing ceremony
 Poway High Phase II demolition complete
 Bldg N foundation work started
 Mt Carmel High School Phase III scope refinement reviews with District and Architect
 Responding to DSA Comments--Twin Peaks
 Westwood Elementary Admin Expansion started
 Los Peñasquitos, Pomerado and Rolling Hills Elementary design kickoff completed

Significant Next Steps

Continue Phase III scope of work definition for Poway High
 Complete Poway High summer utility work.
 Complete MCHS buildings L, M and N.
 Twin Peaks / Tierra Bonita Bid Package development
 Complete Summer Interim Housing moves
 Complete classrooms for Westwood start of 05/06 year
 Very tight schedule

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 Citizens' Oversight Committee
Meeting Minutes – 6-20-05
Risk Analysis Summary

ITEM	RISK ASSESSMENT			POSSIBLE IMPACT (Cost and/or Schedule)	MITIGATION PLAN
	Original	Prior	Current		
Construction Schedules impacted by length of time required for Division of State Architect Reviews	L	L	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.
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
Construction cost increases resulting from fewer contractors providing bids for each project.	L	L	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)
Construction cost increases from material increases	L	M	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.
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
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.
Midland SAB Funding	L	H	M	State match funding shortfall of \$1-2M	1. District hiring consultant. 2. New Construction approach
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
Review MCHS building as-built condition. Structural impacts	M	M	L	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

Mark Claussen, Sharon Raffer, and Kathy Frost will work on the Summer Citizens' Oversight Committee Report to the Community. The draft will be emailed to COC members. The report will be published in August. Kathy Frost, on behalf of the Citizens' Oversight Committee, recognized Laurel Weber for her work with the committee.

9. Next Agenda

Program Update
 The next meeting will be September 6, 2005.

10. The meeting adjourned at 7:25 p.m.