

<b>MINUTES OF THE CBOC MEETING:</b>	June 1, 2005 135 Van Ness Avenue, Room 209	
Facilitator:	Hydra Mendoza, Vice Chair	
Committee Members Present:	Patricia Crawford Shirley Herndon Nan McGuire Wade Randlett	Nick Driver, Secretary Georgia Lee Hydra Mendoza, Vice-Chair
Interested Parties Present:	Bruce Hart Leonard Tom	Miguel Marquez

Hydra presided over the meeting.  
Minutes of 04/27/05 approved.

**Public Comments:**

Issues of health & safety, afterschool program and other extra curricular programs – current schedule is very rapid and not taking these issues into consideration. Everything seems to be fast tracked, problems arises. Response from Bond Program Manager - staff and architect level are gathering more information to deal with these problems and will be discussed on Monday meeting.

**Bond Manager – Leonard Tom:**

There are 33 Projects in the program. Currently 11 sets of construction documents have been submitted to the plaintiff for the Lopez case. We have received comments back for 7 sets. 9 sets of construction documents have been submitted to DSA for approval. We have received back 2 approved, Bryant and Bret Harte. These projects have been advertised for bids. Bryant bid was received in May 11<sup>th</sup> and within the budget. Board had given approval for the contract to MH Construction. We have a tentative construction start date of June 13th. Bid for Bret Harte is due tomorrow. To submit Bret Harte winning bid to Board for approval hopefully on the last Board meeting. Construction will probably start by July.

Teachers at 4 schools have been notified to prepare for moving. 4 schools are: Bryant , Bret Harte, Thurgood Marshall and Rosa Parks. Marshall and Rosa Parks are the next projects lined up for bidding. We anticipate DSA approval by last week of this month or first week of July. We intend to advertise for bids by first week of July and start construction by September.

**Moves:**

Bryant – teachers are not required to move out of classrooms. There are very little of hazardous materials involved.

Bret Harte – school is underutilized. First phase, will be completed about the end of the year. Second phase, start at beginning of 2006 depending on progress. One building needs an elevator. Last phase, kindergarten wing. – work will be on summer of 2006, no moving needed.

Rosa Parks – series of phases, no need for portable classrooms. Discussed with faculty and are agreeable.

8-10 teachers need to pack their classrooms by the end of this school year. Work will be starting by August.

Thurgood Marshall – difficult situation. There will be 10 portable classrooms in the backyard. Extensive – 15 months, start @September – ending by fall of next year. Need to be packed by end of this school year.

3 Phases, 1<sup>st</sup> – 3<sup>rd</sup> floor.

Teachers will not be reimbursed for time spent on packing/moving. Funds only for moving company – Corovan. Corovan will provide personnel to pack and teachers need to direct them on the packing.

Three or four more projects, will start by end of year. Architects actively involved in 33 projects. Budget remains at \$335M.

**TO DATE:** Sent 22 contracts to Board for approval – total value roughly @\$29M. Expended end of March, reflected on financial reports sent to CBOC members, \$4.3M on design related aspects. Of 22 contracts, all on track with regards to budget.

**Staffing:** 1 PM and 1 Financial Asst. brought on board in May – total staff: 6 people. Future hiring: 1 Sr. CM and 1 Financial Mgr. Decision to sell 2<sup>nd</sup> issues of bonds, \$130M in September. Bonds were planned with same financial advisors. \$130M bonds in anticipation of future construction contracts. \$130M is intended through fiscal year 2005-2006.

**Greening-** all architectural firms are involved in elementary school sites. Nan McGuire has more information on these. Board approved initial design fees for the pre-development for 17 school sites at \$5K each.

2 CM firms have been selected and they will manage construction for 8 projects.

**Treasure Island** –Too early to tell if they decide to close school. How about the funds set aside?

Unspent funds? Returning to the remainder of the program? Other activities at Treasure Island required further level of obligation from the district. Lopez case – if decided to pull out, it's not automatic, it has to get Lopez case approval. Drawings are at DSA. We will need to send documentation for State funding. We will hold off on bidding process until further clarification.

Next CBOC meeting will be July or August? Resolution to authorize Chief Facilities Officer and CFO to approve change order to construction contracts..... not yet submitted, probably after budget approval.

School closures - ....any other potential schools. Public notice did not list any.

4 – No public comments

5 – Contingent to explore

6. – no comment

### **Program Status Reports**

Mr. Duggall – concerns around phasing of Alvarado. Monday, June 6, 6:30PM-8PM. Address concerns. Architects will be there. Not our responsibility, but made the call as our committee is responsible for the bond. Management team to learn from concerns. Clarifications on rumors.

**Audit Committee** - No report

### **Ethics and Governance Committee**

Covered. Next meeting schedule – as soon as we get graph back.

Subcommittee – inform the entire group.

### **Facilities Inspection Committee**

Come out to any meetings on schools.

Shirley & Nan to SF Community. Very illuminating. Mainly with architects.

A lot of work to be done. Teachers don't like to move.

Schools are closing for summer soon. Consider attending these meetings.

Good way to find out concerns

Upcoming meetings e-mailed by bond program dept.

Notify the entire committee.

**Chief of Facilities** – David is out.

### **PEA-Bruce Hart**

Currently conducting 2 or 3 “road shows” a week, goal to show the progress of plans. Generally, very positive.

Phasing plans – important element for the bond program.

Principles – forced into getting construction activity will go on during school year.

Impossible to comply with Lopez case deadlines for all affected schools. Pledge to community is to minimize the impact on the educational mission of schools.

Many of schools have K-2 programs above the 1<sup>st</sup> floor, not in accordance with law.

2 things adopted: 1. no additional K up above the ground floor. 2. taking steps to getting down on the ground floor.

If physically possible to do, or install a set of exit stairs for k-2 use only. Gets feedback from community, gets back to plan, try to accommodate concerns. K-2 rumors on waivers, no waivers. Fire dept has no jurisdiction on giving waivers. Outreach - leave it to site committee (principal – organizes, scheduled 2-3 weeks prep time)

**Greening Program** – has flexible schedule, architects can work with schools.

**Community Outreach meetings** – information given to Nan from Susan.

Comments:

Phasing – 3<sup>rd</sup> floor, then 2<sup>nd</sup> floor, 1<sup>st</sup> floor for T. Marshall.

Some elementary schools are enrolled beyond their capacity, including Alvarado & Clarendon.

This causes great difficulty for construction.

Bond program – help or still suffer from over-enrollment. No new classrooms created.

**Committee member comments:**

Nick Driver asked where federal guidelines are involved in Prop A. The federal guidelines apply to ADA standards, not the location of K-2 classrooms.

Georgia wanted to know about the appointment of auditors for the bond expenditures. Miguel will touch base with Joe Grazioli. The auditor will be appointed by the school board not the CBOC. Timing for audit would be the same calendar as school district general audit.

DPW contracts are being withdrawn. 2 Projects had been re-assigned. John O’Connell had not been reassigned.

**Proposed Agenda for next meeting**

1. Approval of ethical standards for contractors.
2. Resolutions to authorize Chief Facilities Officer and CFO to approve change orders to construction contracts.
3. Change bylaws to reflect bi-monthly meeting to 1<sup>st</sup> wed of every other month – starting August 3<sup>rd</sup>.

Next meeting: August 3<sup>rd</sup>/1<sup>st</sup> Wednesday

Audit committee meeting

By-laws: 4<sup>th</sup> Wednesday of every other month

4<sup>th</sup> Wed of July - only 3 members are available

Lisa will come back. (No dates).

**Meeting is adjourned.**