

OFFICIAL MINUTES

**Long-Range Facilities Master Plan
Oversight Committee**
San Gabriel Unified School District
San Gabriel, CA
June 21, 2012
7:15 p.m.

The Long-Range Facilities Master Plan Oversight Committee of San Gabriel Unified School District in Los Angeles County met in a regular session at the time and on the date above with attendance as follows:

Present:	Jerry Schwartz	Chairman
	Cynthia Juvinall	Member
	Mickey Scannell	Member
Absent:	Mike Cammarano	Member
	Hugo Correa	Member
	Armando Pacheco	Member
	Carolyn Richie	Member
Others Present:	Bill Gile	Director of Maintenance and Operations
	Kaivan Yuen	Principal, Jefferson Middle School
	Tom Chan	Principal, Washington Elementary School

I. GENERAL FUNCTIONS

A. Call to Order

Chairman Jerry Schwartz called the meeting to order at 7:15 p.m.; Mickey Scannell led the Pledge of Allegiance.

B. Approval of Meeting Minutes

i. Due to lack of quorum, minutes could not be approved.

C. Requests to address the Committee; Public Comment:

There were none.

D. Next Meeting: July 19, 2012 Regular Meeting.

Location to be determined.

II. PRESENTATION

Dr. Kaivan Yuen, Principal, Jefferson Middle School spoke regarding management of school logistics and other issues during multiple construction projects. For example, Physical Education is confined to either gym or baseball diamond while the field is dug up.

As work progresses, especially with the main office demolition and construction, a major problem will be traffic with parents picking up and dropping off students. Forming carpools at elementary schools could help alleviate the congestion.

III. REPORTS

A. Chairman's Report:

Chairman Schwartz reported the assistant superintendent of Business Services position is to be filled this month.

B. Update on Construction projects

Presented by Bill Gile.

GABRIELINO HIGH SCHOOL

LPA has completed the schematic design and is presently working on design development.

DEL MAR HIGH SCHOOL

Bond construction work completed.

JEFFERSON MIDDLE SCHOOL

Sports Field and Fitness Center Project – Bid No. 02-11/12

April 26, 2012

G2K Construction started onsite mobilization on 11/30/11. Construction meetings are held every Wednesday at 1:00 p.m.

PSA: G2K has completed their sub-contractor assignment list.

Fitness Center:

- G2K has completed laying the exterior block walls. Due to slow and pour mason workmanship G2K went through several union masons before putting together a cohesive team of union and non-union masons. Due to this interruption in work flow the Fitness Center is running approximately two weeks behind schedule.
- The structural steel for the roof support system is 80% complete.

Site Walls

- All the footing are complete
- 95% of the site block wall is complete

Site Work

- 98% of the underground site storm water pipe, water supply lines, fire water and
- electrical conduits have been installed
- 100% of the site grading is complete
- 85% of the site concrete is poured
- 70% of the seat walls have been poured
- The tennis court fence posts are set

- RFI's: (Request for Information) G2K has issued 68 RFI's to date - 68 have been answered.
- COR's: (Change Order Request)
- G2K has issued 4 COR's. One has been rejected One will result in a credit and two are under review.
- The Fitness Center is currently 28 days behind schedule. G2K is working on a recovery schedule to make up the lost time.
- The Project Completion date is still on schedule.

Sports Field:

- Work started this the week of May 29, 2012
- The Contractor was able to start demolition of the existing baseball back-stop earlier in late March and early April. Dug-outs and fencing was removed. This well to keep the project on schedule

Administration Building and Campus Upgrades

Drawings submitted to DSA by IBI Group for intake. District is in the process of issuing a check payable to DSA for the close-out of the two-story classroom buildings – Phase I project.

COOLIDGE ELEMENTARY SCHOOL

No bond construction work at this time. Future plans - Landscape and Irrigate Playfield

MCKINLEY ELEMENTARY SCHOOL

LPA has completed the schematic design and is presently working on design development.

ROOSEVELT ELEMENTARY SCHOOL

Bond construction work completed.

WASHINGTON ELEMENTARY SCHOOL

Growth Project – Bid No. 01-11/12

April 26, 2012

Axis Construction started onsite mobilization 11/30/11. Construction meetings are held every Wednesday at 8:00 a.m.

PSA: Axis has completed their sub-contractor assignment list. Substitutions have increased the prime contractor's costs. The iron workers union filed a dispute against Axis Construction. Over a four period the dispute was resolved and Axis settled by paying a \$3,500.00 fine.

New Library Project:

- Rough framing and doors frames are complete
- Rough Electrical is complete
- Rough Plumbing is complete

- Rough HVAC is complete
- Windows are installed
- Roofing is complete
- Drywall is 50% complete
- Currently on schedule

New Kindergarten Project:

- Rough framing is 95% complete
- Phase one canopy footings on the north side of the campus are set ready for Paint
- Underground utilities in this area is now complete
- Currently on schedule

Building C Bathroom Upgrade:

- The walls and floors is complete
- Fixtures are 90% complete
- Currently on schedule

RFI's (Request for Information) Axis has issued 101 RFI's to date - 97 have been answered leaving 4 outstanding. None are late.

RFP's (Request for Proposal) IBI Group has issued 18 RFP's

COR's (Change Order Request)

- Axis has issued 18 COR's.
- 10 have been negotiated and approved. 3 of them are Deductive COR's for credit
- IBI has issue Change Order No. 1 which includes the 6 approved COR's and was submitted and approved during the April Board Meeting.
- Approximate value: \$21,417.40
- No Change

WILSON ELEMENTARY SCHOOL

Bond construction work completed

C. Report on proposed Technology Resources Review

Mickey Scannell presented a revised proposal on a first Technology Review. The purpose of the audit is to avoid duplicating expenditures from Bond funds (for example, replicating existing equipment paid for by Title I or other sources). This knowledge will facilitate better decision making by the Oversight Committee.

IV. ACTION ITEMS

A. Recommendation to the Governing Board Regarding Revisions to the Oversight Committee By-Laws

Tabled to a future meeting.

V. ADJOURNMENT

Chairman Schwartz adjourned the meeting at 8:45 p.m.