

OFFICIAL MINUTES

**Long-Range Facilities Master Plan
Oversight Committee**

San Gabriel Unified School District
San Gabriel, CA
February 23, 2012
7:17 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
	Wayne San Filippo	Vice Chairman
	Mike Cammarano	Member
	Cynthia Juvinall	Member
	Armando Pacheco	Member
	Mickey Scannell	Member
	Hugo Correa	Member

Absent:	Eric Kirchhoff	Member
	Carolyn Richie	Member
	Carolyn Weirick	Member

Others Present:	Bill Gile	Director of Maintenance and Operations
	Tom Chan	Principal, Washington Elementary School

I. GENERAL FUNCTIONS

A. Call to order

Chairman Jerry Schwartz called the meeting to order at 7:17 p.m.; Wayne San Filippo led the Pledge of Allegiance.

B. Approval of Meeting Minutes

- i. The minutes for the October 21, 2010 meeting were approved with the following corrections Eric Kirchhoff was present; typo ‘cone’ should be ‘done’ in II A. Motion made by Wayne San Filippo, seconded by Mike Cammarano.
- ii. The minutes for the June 23, 2011 meeting were approved. Motion made by Mickey Scannell, seconded by Mike Cammarano.
- iii. The minutes for the July 21, 2011 meeting had been approved previously (September 2011).
- iv. The minutes for the September 22, 2011 meeting had been approved previously (November 2011).

v. The minutes for the January 19, 2012 meeting were approved. Motion made by Wayne San Filippo, seconded by Cynthia Juvinal.

C. Requests to address the Committee; Public Comment:

There were none.

D. Next Meeting: March 15, 2012 Regular Meeting rescheduled to March 22.

II. REPORTS

A. Chairman's report:

Chairman Schwartz reported on 2 additional meetings for OSC this month: 2/6 Brown act and 2/16 COASC Superintendent search. He stated Wayne San Filippo won the "Golden Apple" volunteer award, and was honored at a breakfast on February 16. He also mentioned that some of our Committee members' terms are expiring soon.

B. Update on January Governing Board meeting:

On January 9th, the Board approved a second portion of Bond funds be made available for expenditure. Jerry has formally requested details on this action on behalf of our Committee.

C. Update on Construction Projects

An update of projects was reviewed by Bill Gile, Director of Maintenance and Operations.

SAN GABRIEL UNIFIED SCHOOL DISTRICT

CONSTRUCTION UPDATE

February 23, 2012

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

January 12, 2012

Project Start Date

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

Due to PSA requirements G2K has been working on sub-contractor substitutions with Padilla and Associates. Of the 16 sub-contractors listed, 7 have been approved, 2 rejected and 3 substituted. Due to substitutions the sub-contractor list will increase from 16 to 18 sub-contractors. To date, it has had no impact on the project schedule.

Fitness Center:

- Rebar has been placed and concrete stem walls have been poured
- Started installing the site block wall
- Started site storm water pipe installation

RFI's: (Request for Information)

- G2K has issued twelve RFI's to date. Eleven have been answered with one outstanding

COR's: (Change Order Request)

- G2K has issued 1 COR which was rejected

Sports Field:

- Work on the Sports Field will not start until May of 2012

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 design and is scheduled to present to the Board of Education McKinley Elementary School Campus Construction Project

The estimated budget for the McKinley Elementary School modernization project was set at \$5,175,000. LPA gave an initial presentation to the Governing Board on the proposed new construction and modernization project of McKinley Elementary School on May 10, 2011. The presentation was based on input from the School Based Committee. Since that time the architects have met with the McKinley staff, completed the schematic design and the value engineering suggestions. Based on these factors and the associated costs, LPA has indicated a variance of \$830,539 between the current estimated costs and what was budgeted for the project. LPA has met with the site principal, Bill Gile, Director Maintenance and Operations, and Ralph Patterson, Interim Assistant Superintendent, Business Services to discuss certain site work and building modifications to come within the budgeted amount. LPA will be present at the March 13, 2012 Governing Board to present the proposed revisions. The proposed revisions are primarily due to utility distribution issues, eliminating some items that will modify the overall look of the exterior from what was originally presented, and reduce some interior building work that was suggested by the School Based Committee.

ROOSEVELT ELEMENTARY SCHOOL

Bond construction work completed.

WASHINGTON ELEMENTARY SCHOOL

Growth Project – Bid No. 01-11/12

January 12, 2012

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

Due to PSA requirements Axis has been working on sub-contractor substitution with Padilla and Associates. Of the 20 sub-contractors listed, 10 have been approved, 1 rejected and 4 substituted. Due to the substitutions, the sub-contractor list will increase from 20 to 22. To date, it has had no impact on the project schedule.

New Library Project:

- Foundation footings and stem walls have been poured
- Currently on schedule

New Kindergarten Project:

- The building pad has been certified, and the footings have been dug
- Started underground waste water pipe installation
- Setting forms have been completed
- Phase one canopy footings on the north side of the campus are laid out and ready for excavation.
- Currently on schedule

Building C Bathroom Upgrade:

- Started rough plumbing
- Currently on schedule

RFI's (Request for Information)

- Axis as issued 41 RFI's to date. 36 have been answered with 6 outstanding RFP's (Request for Proposal)
- IBI Group has issued 4 RFP's

COR's (Change Order Request)

- Axis has issued 4 COR's.
- 3 have been negotiated and approved.

CCD's (Construction Change Directive)

- IBI Group has issued 1 CCD

WILSON ELEMENTARY SCHOOL

Bond construction work completed.

Hugo Correa asked a question about change orders; Jerry Schwartz then requested more details from Bill Gile.

D. Update on Technology Committee

Mickey Scannell attended the February 9th Technology meeting and provided an update. One topic discussed was asset tracking. Per Bill Gile, anything ordered through the District Office is assigned a bar code before it is sent to the school. Per Tom Chan, at Washington School, the office keeps a record of how the asset was assigned. However, it is possible an item may be loaned to another classroom. The school does an end of year inventory on their assets.

Wayne San Filippo remarked that the Oversight Committee liaison member should be able to suggest direction to the Technology Committee to help ensure maximum effective use of technology in instruction.

III. ACTION ITEMS

A. Recommendation to the Governing Board on Revision of by-laws

Tabled to a future meeting.

IV. ADJOURNMENT

Chairman Schwartz adjourned the meeting at 8:18 p.m.