

OFFICIAL MINUTES

**Long-Range Facilities Master Plan
Oversight Committee**
San Gabriel Unified School District
San Gabriel, CA
March 29, 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
	Cynthia Juvinall	Member
	Armando Pacheco	Member
	Mickey Scannell	Member
	Hugo Correa	Member
	Eric Kirchhoff	Member
	Carolyn Richie	Member

Absent:	Mike Cammarano	Member
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Others Present:	Bill Gile	Director of Maintenance and Operations
	Nicole Mehta	L.P.A.

I. GENERAL FUNCTIONS

A. Call to Order

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

B. Approval of Meeting Minutes

i. February 23, 2012 Minutes:

Hugo Correa moved and Mickey Scannell seconded, the minutes for February 23, 2012 meeting were approved.

C. Requests to address the Committee; Public Comment:

There were none.

D. Next Meeting: April 19, 2012 Regular Meeting rescheduled to April 26.

II. Special Presentation:

A. McKinley Elementary School Construction Project presented by Nicole Mehta of L.P.A Inc.

Due to costs estimates going over budget, LPA modified design from the previous presentation: eliminated a Kindergarten (due to reduced enrollment); reduced proposed lighting and sound systems in M.P.R; reduced administration office size; some minor design simplifications.

However, major needs cited by the McKinley 2007 Site committee are being met.

After extensive discussion, Cynthia Juvinall moved and Mickey Scannell seconded to add item B to agenda Action items, which carried with Hugo Correa abstaining. Erik Kirchhoff moved Action Item B wording: the Oversight Committee recommends the Board direct LPA to: enhance the façade for MPR to reflect the current Mediterranean architecture; reinstate shade trees on west side of lunch shelter; emphasize the MPR entrance with a raised roofline; and investigate reducing HVA/C costs. Mickey Scannell seconded; motion carried with Hugo Correa abstaining.

III. REPORTS

A. **Chairman's Report:**

Chairman Schwartz reported on audit by Nigro & Nigro, who interviewed him by phone on some Committee audit items.

He noted that some of our Committee members' terms are expiring soon, and more members are needed.

On January 31st, the Board approved a \$17 Million tranche of Bond A funds be made available for expenditure. Chairman Schwartz has formally requested details on this action on behalf of our Committee. Only one copy was available, Hugo and Jerry examined the wording of the document, both expressed concerns about it.

Carolyn Richie requested all information be sent to Oversight Committee members in advance; Jerry agreed to email information.

Mickey Scannell asked who is the Committee's liaison from the Board, Jerry responded there is not currently one.

B. **Report on Second Bond Issue for Measure A:**

Chairman Schwartz reported \$6 million remains of Measure A funds (of first issuance).

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

March 22, 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

March 2, 2012

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:

- The exterior concrete stem walls have been poured and the forms stripped
- The interior concrete slab has been poured
- Started digging footings for the site block wall southern end of wall
 - ¼ of the footings have been poured and the contractor has completed setting block
- 90% of the underground site storm water pipe, water supply lines, fire water and electrical conduits have been installed
- 95% of the site grading is complete and the contractor is setting up for site concrete and flat work
- 80% of the seat walls have been poured

RFI's: (Request for Information) G2K has issued 30 RFI's to date - 29 have been answered with 1 outstanding

COR's: (Change Order Request)

- G2K has issued 2 COR's. One has been rejected the second one is under review
- Currently on schedule

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 development and will present to over sight

ROOSEVELT ELEMENTARY SCHOOL

Bond construction work completed.

WASHINGTON ELEMENTARY SCHOOL

Growth Project – Bid No. 01-11/12

March 2, 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 have been poured and the forms stripped
- Completed installing underground rough utility conduits and pipe
- Completed sub-base slab
- Structural steel installation is complete
- Framers have completed one wall and are presently placing main beams
- Currently on schedule

New Kindergarten Project:

- The building pad has been certified, and the footings have been dug
- Completed underground waste water pipe installation, electrical and water supply
- Completed setting forms for the foundation stem walls and footings
- Concrete footings and stem walls have been poured forms are scheduled to be removed 3/23/12
- 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:

- Underground plumbing is complete new concrete floors have been poured
- Currently on schedule

RFI's (Request for Information) Axis has issued 60 RFI's to date - 58 have been answered with 2 outstanding. None are late

RFP's (Request for Proposal) IBI Group has issued 4 RFP's

COR's (Change Order Request)

- Axis has issued 7 COR's.
- 6 have been negotiated and approved. IBI will issue Change Order No. 1 next week. Approximate value: \$21,417.40

WILSON ELEMENTARY SCHOOL

Bond construction work completed.

IV. DISCUSSION ITEM:

- A. Review Oversight Committee By-Laws**
Tabled to a future meeting.

V. ACTION ITEMS

- A. Recommendation to the Governing Board Regarding Revisions to the Oversight Committee By-Laws**
Tabled to a future meeting.

VI. ADJOURNMENT

Chairman Schwartz adjourned the meeting at 9:35 p.m.