

CITIZENS' OVERSIGHT COMMITTEE MEETING MINUTES

May 19, 2003

Chairman Al Valdez called the meeting to order at 5:00 p.m. with Gary Larson, Roger Larkin, Maurice Ayala, Andy Anderson, Michael Calta and Paul Andersen present. Gerald Bruce arrived at 5:03 p.m. Gary Ovitt, Geoffrey Vanden Heuval, Glenn Duncan, and Stuart Holland were absent. Bob Olin from B.E. McMurray Construction, Jim DiCamillo from WLC Architects, and Beth Bartholomew, science teacher at Don Lugo, were also present.

1. Review/Approval of Minutes, March 17, 2003

Gary Larson moved to approve the minutes, and Michael Calta seconded. Maurice Ayala asked if the tape was reviewed as discussed. Mr. Valdez said he reviewed the tape and found that the objection was not stated as Mr. Ayala thought. He suggested approving the minutes and Mr. Ayala could submit an addendum for inclusion in the current minutes. All members were in favor of approving the minutes.

2. Space Plan 2003-04 for Marshall Elementary School

Dr. Andersen informed the committee members the district has revised the attendance areas of almost all Chino area elementary schools as a result of the new construction. Marshall Elementary School's attendance area has expanded and because it is a year-round school, increased capacity will be handled through year-round operation. However, Marshall will need an additional two classrooms, funded from developer fees, to operate with the projected population. One wing of classrooms at Marshall is eligible for modernization. Normally, this school would wait on modernization until some of the other projects are under way. The addition of these classrooms will trigger the requirement to do DSA handicap restroom renovations, and the added staff will require additional parking; both projects were included on the Facilities Assessment Report as safety needs at Marshall. Dr. Andersen sought approval from the committee to move forward with those two projects. Maurice Ayala questioned why the committee's approval was needed. Dr. Andersen explained that he was seeking their approval because the projects are out of the order recommended by the Facilities Assessment Report. Mr. Ayala asked what would happen if the committee didn't approve. Mr. Valdez said there would be children at Marshall that wouldn't have classrooms. Dr. Andersen said that the school board has the final approval. Mr. Larkin asked if this need was anticipated at the time of the realignment of the boundaries. Dr. Andersen explained that the first analysis of attendance areas was done using old data. After the data was updated some of the numbers changed somewhat. Marshall's attendance numbers increased by several hundred students due in part because Marshall is incorporating a lot of Walnut's attendance area. Mr. Bruce asked if there was a net increase or decrease in the amount needed from Measure M for Marshall. Dr. Andersen said no. Mr. Valdez asked if there was a motion to

support this request. Mr. Larson made the motion, Mr. Calta seconded and all were in favor.

3. Dickson Cost Estimate Error

Dr. Andersen informed the committee that there was an error in the computation for the total funds needed for the Measure M projects at Dickson Elementary School. Instead of \$344,500 the true estimated amount is \$1,464,875. Dr. Andersen asked that it be noted that the error was made and in future correspondence the true figure be used. Mr. Larson asked how this error affects the total overall amounts. Dr. Andersen reminded them that there is more money in projects than there is bond money so it adds another million onto the total picture. Whether or not all the needs will be fulfilled is dependent upon how successful the district is in getting State matching moneys on everything that is possible to claim. Mr. Calta asked when Dickson was scheduled. Dr. Andersen said within the first couple of years. Mr. Bruce asked if this amount would be eligible for matching funds. Dr. Andersen and the architect, Jim DiCamillo, concurred that it is unknown at this point how much of this would be eligible. Mr. Bruce asked if there were other projects that had errors in the computations. Dr. Andersen said he would re-check the numbers to see if there are other errors.

4. Performance Audit Interview

Dr. Andersen had included a Request for Proposal (RFP) in the packet handed out earlier. This RFP solicited professional consulting assistance regarding the performance audit required under Prop 39. It was sent to 13 firms that showed interest, the district received 6 proposals, and staff has conducted some interviews. The final two interviews were scheduled for the coming week. Dr. Andersen, Mr. Valdez, and a school board member will be on the interview panel. Dr. Andersen will verify if this will be paid for out of Measure M funds. The firm will be presented to the board for approval possibly on June 19. Mr. Ayala requested that information to be presented during the meeting be sent out in a packet along with the last meeting minutes prior to the next meeting instead of handed out at the meeting.

5. Schedule of Values for Wickman, Rhodes and Liberty

Bob Olin from B.E. McMurray Construction, Inc. handed out the schedule of values from each prime contractor for Wickman, Rhodes and Liberty Elementary Schools and Woodcrest Junior High School. He explained that the schedules show how the contractor estimates the cost breakdown of the contract amount.

Mr. Calta requested that at each meeting the committee members be provided generalized information on a single spreadsheet updating the variables they are interested in reviewing; i.e. how much spent on a job, how much budgeted, how

many change orders total. Mr. Olin said they create a matrix that can give the members that sort of information.

Mr. Bruce asked for an update regarding the trusses for Wickman and Rhodes that had been mentioned in an earlier meeting. Mr. Olin explained that the Rhodes trusses were going to be delivered on time but the Wickman trusses were going to be late and they were needed at Wickman earlier because construction at Wickman, being a year-round school, needed to be completed two months earlier than Rhodes. He explained that the problem had to do with the contractor's estimate being too high and the request for change order was denied.

6. Update Don Lugo Modernization Timeline

Jim DiCamillo distributed some information updating the Don Lugo project and its timeline. He explained that there were ongoing meetings with department representatives at the school gathering input. The first bid, scheduled for the next day, for painting, is the first Measure M work to be started at Don Lugo. He explained a one-sheet diagram of the Don Lugo provided in his handout color-coded for the year that the phase is scheduled. This sheet was accompanied with a text version of the project breakdown. The entire Measure M/modernization project at Don Lugo is estimated to take four years. The construction documents are being completed for the red phase, anticipated to bid by end of summer, early fall, to start construction in early fall. Interim housing will be required on the campus; approximately 6-10 leased portable classrooms. Mr. Larkin asked if any electrical work would be done in the first phase to upgrade the system to handle the new construction. Mr. DiCamillo explained that they originally planned to do the entire sub-grade conduit runs during the first phase. But the engineers felt that would be taking a risk with funds because anything under or over estimated in the conduit banks would potentially have to be removed and replaced later. He explained it is more appropriate to do this part of the project during the next phase. A whole new electrical service will be brought in to handle the additional square footage.

Mr. Anderson asked if anything was going to be done to fix the portable classrooms that had holes in the sides and roofs that leak. Mrs. Bartholomew, a science teacher at Don Lugo, shared that she thought only one room was being used as a classroom and an other is used as an office, but the others are not being used.

Mr. Calta asked if the special needs restroom was going to be located in Building A, and Mr. DiCamillo confirmed that it was. Mr. Calta wanted to verify that the upgrades planned for the football field are part of the project and would be done but the timing is uncertain. Mr. DiCamillo confirmed that it is in the plans but it is the lowest priority phase and has to wait until the rest of the project is well underway.

Mr. Ayala asked for an update on the painting at Don Lugo and said people asked him what was taking so long. Mr. DiCamillo said the front of Building C was test-painted over the spring break. Staff at the school requested that it be done when students were not on campus due to equipment, paint over-spray, and the fact that student testing was being conducted. The test-painting was done to refine the time specifications and to check for color. Anti-graffiti coating has to be sandblasted off and new paint applied.

Mr. Calta asked if the information presented could be put on the website. Mr. DiCamillo cautioned that this was still a work in progress and may need to be revised. It was suggested that the diagram could be put on the website without finalized dates.

7. Quarterly Report

Mr. Valdez left the meeting early and Mr. Larkin presided. Mr. Larkin relayed that Mr. Valdez said the quarterly report would be done approximately March 31st. There was discussion about receiving the report by e-mail for review by the members. Mr. Ayala repeated his recommendation for a committee or mechanism in place to ensure timely reports. Mr. Calta said he is willing to help with the report.

8. Other Topics/Public Comments

Mr. Calta gave an update on the website. The pictures of the school sites provided by WLC Architects are incorporated into the Facilities Assessment Report, with a link by each school's project list. The intent is to keep the amounts spent at each site up dated, as the information becomes available. He has investigated other bond committee websites and felt that CVUSD's was the most comprehensive.

Mr. Bruce asked if the date that additional bonds are issued is a fixed date. The answer given by Mr. Larson from a public entity standpoint was that the entity looks for a favorable bond market before issuing more bonds.

Mr. Calta suggested getting golf shirts for the committee members.

Mr. Anderson noted that some of the members have not been attending the meetings and asked if there were ramifications for that or if someone else might be more appropriate to represent the particular entity. It was suggested that the committee check the bylaws and discuss with the chairman if someone else should be appointed to replace those that are not regularly attending the meetings.

The next meeting is scheduled for July 14, 2003, at 5:00 p.m.

The meeting adjourned at 6:10 p.m.

Possible future agenda items:

1. Additional Computation Errors
2. Handouts for meetings be sent out with previous minutes
3. General information update on spreadsheet - simplified
4. Timely reports
5. Member attendance