

# Proposition 39 Bond Oversight Committee - Composition and Duties



**Presented by:**

Lindsay A. Thorson, Senior Counsel

**aa/r**  
Atkinson, Andelson  
Loya, Ruud & Romo  
A Professional Law Corporation

## Proposition 39 and Education Code Committee Requirements

- Education Code section 15278 *et seq.*
  - Requirement to Establish Committee
  - Purpose of Committee
  - Allowable Activities of Committee
  - Responsibilities of Committee, District's Administration and Board
  - Composition of Committee
  - Consequences of Failure to Comply

## Requirement to Establish Committee

15278(a) If a bond measure authorized pursuant to Proposition 39 is approved, the governing board of the school district shall establish and appoint members to an independent citizens' oversight committee, pursuant to Section 15282, within 60 days of the date that the governing board enters the election results on its minutes pursuant to Section 15274.

## Purpose of Committee

15278(b) The purpose of the citizens' oversight committee shall be:

- (1) to inform the public concerning the expenditure of bond revenues.
- (2) actively review and report on the proper expenditure of taxpayers' money for school construction.
- (3) advise the public as to whether a school district is in compliance with the requirements of Proposition 39.

## Purpose of Committee (continued)

15278(b) The citizens' oversight committee shall convene to provide oversight for, but not be limited to, both of the following:

(1) Ensuring that bond revenues are expended only for the purposes described in paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution, which include construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities.

(2) Ensuring that no funds are used for any teacher or administrative salaries or other school operating expenses.

## Allowable Activities of Committee

15278(c) In furtherance of its purpose, the citizens' oversight committee may engage in any of the following activities:

(1) Receiving and reviewing copies of the annual, independent performance audit.

(2) Receiving and reviewing copies of the annual, independent financial audit.

(3) Inspecting school facilities and grounds to ensure that bond revenues are expended in compliance with the requirements of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.

## Allowable Activities of Committee (continued)

- (4) Receiving and reviewing copies of any deferred maintenance proposals or plans developed by a school district, including any reports required by Section 17584.1.
- (5) Reviewing efforts by the school district to maximize bond revenues by implementing cost-saving measures, including, but not limited to, all of the following:
  - (A) Mechanisms designed to reduce the costs of professional fees.
  - (B) Mechanisms designed to reduce the costs of site preparation.
  - (C) Recommendations regarding the joint use of core facilities.
  - (D) Mechanisms designed to reduce costs by incorporating efficiencies in schoolsite design.
  - (E) Recommendations regarding the use of cost-effective and efficient reusable facility plans.

## Responsibilities of Committee, District's Administration and Board

15280(a) The governing board of the district shall, without expending bond funds, provide the citizens' oversight committee with any necessary technical assistance and shall provide administrative assistance in furtherance of its purpose and sufficient resources to publicize the conclusions of the citizens' oversight committee.



## Responsibilities of Committee, District's Administration and Board (continued)

15280(b) All committee proceedings shall be open to the public and notice to the public shall be provided in the same manner as the proceedings of the governing board. The citizens' oversight committee shall issue regular reports on the results of its activities. A report shall be issued at least once a year. Minutes of the proceedings of the citizens' oversight committee and all documents received and reports issued shall be a matter of public record and be made available on an Internet website maintained by the governing board.

## Composition of Committee

15282(a) The citizens' oversight committee shall consist of at least seven members who shall serve for a minimum term of two years without compensation and for no more than three consecutive terms.

## Composition of Committee (continued)

15282(a) While consisting of a minimum of at least seven members, the citizens' oversight committee shall be comprised, as follows:

(1) One member shall be active in a business organization representing the business community located within the school district.

(2) One member shall be active in a senior citizens' organization.

(3) One member shall be active in a bona fide taxpayers' organization.

## Composition of Committee (continued)

(4) One member shall be the parent or guardian of a child enrolled in the school district.

(5) One member shall be both a parent or guardian of a child enrolled in the school district and active in a parent-teacher organization, such as the Parent Teacher Association or schoolsite council.

## Consequences of Failure to Comply

15284(a) A citizen residing in the school district that is assessed and liable for ad valorem taxes on real property in the school district or who paid such tax within one year of the action, may obtain an order restraining and preventing any expenditure of funds received by a school district through the sale of bonds authorized by Proposition 39 against any officer, agent, or other person acting on behalf of, that school district, if it appears by the complaint or affidavits that any of the following conditions are present:

## Consequences of Failure to Comply (continued)

- (1) An expenditure of funds received by a school district through the sale of bonds authorized by this chapter is for purposes other than those specified in paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.
- (2) The expenditure is not in compliance with paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.
- (3) That an expenditure in violation of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution will be made or will continue to be made during the litigation that would produce waste or great or irreparable injury.
- (4) The governing board of a school district has willfully failed to appoint the citizens' oversight committee in violation of the requirements of Section 15278.

# Question & Answer Session

## MTT Central Admin Expenses

	2014-2015		2015-2016		2016-2017	
<u>Personnel</u>	FTE	Expenditures	FTE	Expenditures	FTE	Expenditures
<b>Salaries</b>						
Construction Specialists	0	-	2	73,540	3	202,935
Chief, Exec Secretaries, Gard. Supe	2.6	174,328	3.6	264,736	2.35	266,403
Accounting Staff	2	94,837	3.5	135,996	3.5	180,675
Overtime, Hourly, Extra		22,110		38,481		11,979
Total Salaries	4.6	291,275	9.1	512,753	8.85	661,992
<b>Benefits</b>						
All Benefits for above		104,845		202,495		285,519
Total Benefits		104,845		202,495		285,519
<b>Total Personnel</b>		<b>396,120</b>		<b>715,248</b>		<b>947,510</b>
<u>Supplies/Services/Capital Outlay</u>						
Supplies, Computers, Etc		8,437		19,345		15,180
Total Supplies		8,437		19,345		15,180
<b>Services</b>						
Mileage/Car Allowances		1,307		976		1,126
Travel/Conferences		1,042		9,680		6,720
Repairs (office related)		412				2,198
Copier Lease/Repair		6,469		4,843		2,000
Sales and Use Tax Expense						7
Security Patrol				32,500		11,625
Misc Contracted Services				10,888		250
Legal (AALR&R/Marderosian)		440,012		365,825		553,218
Computer Related Serv		79		5,214		4,303
Consultant (B. Creim)				7,000		42,000
Other Charges/Fees		934		780		819
Postage/Fedex				224		231
Total Services		450,255		437,930		624,496
<b>Capital Outlay</b>						
Moving Expense						4,339
Fac. Master Plan Dev.		40,185		278,008		127,457
Document Related		8,537		7,540		3,881
Accountability Fees		101,702		21,963		105,000
Payroll Fees		26,000		27,000		27,000
MTT Auditor		11,345		11,545		11,752
Local Hire costs		103,143		101,164		117,716
Financial Advisor				2,425		3,850
Misc.		(2,056)		22,889		9,285
Equipment				28,006		
Owner's Reps		55,170		74,983		140,134
Total Capital Outlay		344,026		575,523		550,413
<b>Total Non-Personnel</b>		<b>802,718</b>		<b>1,032,798</b>		<b>1,190,090</b>
<b>Grand Total</b>		<b>1,198,838</b>		<b>1,748,046</b>		<b>2,137,600</b>



# ANALYSIS OF BOARD REPORTS 1246 through 1251

Date: 11-13-17

Board Report Item	DESCRIPTION	TT COSTS	Argument <b>FOR</b> Approval	Argument <b>AGAINST</b> Approval	COC RECOMMENDATION
Board Reports sent electronically to COC at 10AM M on Monday, November 13 for COC meeting scheduled for Wednesday , November 15, 2017					
<b>1246-F</b>	This BR requests continuation of an Assistant Project Inspector for the Washington Elementary School new construction project	\$36,288	Construction projects do require inspection to ensure that plans are followed and properly adhered to.	It is unclear if this amount was included in the \$15,700,000 approved in August, 2017 as the #1 priority in the "spend-out" plan. This contract extends an inspector through February 2018. The Construction Status report indicates the project will last until June 2018. The project currently has two project managers and a full time project manager inspector (Kachikian.)	<b>discussion required</b>
<b>1247-F</b>	This BR requests funds for additional monitoring and testing by Clark, Inc. on the Blair High Modernization project.	\$85,357	It is stated District Staff has uncovered unforeseen conditions and additional material requiring additional monitoring and testing work. This is a "no-bid" addition based on current expertise and providing the District with avoidance of additional bidding expense and time.	An original contract allocated \$43,400 for asbestos consulting services. "Additional work" has been identified now requiring an addition of twice that amount. It is not stated if this new amount was anticipated in the budget approved in the "spend-out plan." This change order covers work already accomplished through September - indicating an overrun of this portion of the contract.	<b>discussion required</b>
<b>1248-F</b>	This BR is to allow the District to request a waiver of the competitive bidding procedure from the Dept. of Education and issue a "Request for Proposals" for the surplus Burbank Elementary school in Altadena.	Not a TT cost issue.	Decision reserved to the Board of Education	Decision reserved to the Board of Education	<b>Not under the purview of the COC.</b>
<b>1249-F</b>	This BR is to adopt a resolution authorizing the District to participate in the Prop 51 program for state money (\$9 billion) for school construction. The resolution is a condition for filing funding applications.	Not a TT cost issue.	Staff has identified 16 PUSD sites that have modernization eligibility of approximately \$16 million in potential state funding.	none	<b>Not under the purview of the COC.</b>

## ANALYSIS OF BOARD REPORTS 1246 through 1251

Date: 11-13-17

Board Report Item	DESCRIPTION	TT COSTS	Argument <b>FOR</b> Approval	Argument <b>AGAINST</b> Approval	COC RECOMMENDATION
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Board Reports sent electronically to COC at 10AM M on Monday, November 13 for COC meeting scheduled for Wednesday , November 15, 2017

<b>1250-F</b>	This BR is to certify the new Kiln Room at Norma Coombs Elementary as complete and to proceed with filing a notice of completion with the County Clerk.	<b>\$112,000</b>	The project is complete. The BR states the project was completed at the bid price.		<b>Approval</b>
<b>1251-F</b>	This BR is to secure transportation services for special education students on trips outside the school boundaries. This contract extends through October 13, 2017 for Secure Transportation, Inc. .	Not a TT cost issue. The contract is yearly for \$47,927, but this contract is for July through October, 2017.	District drivers were unavailable for this special service.	none.	<b>Not under the purview of the COC.</b>
<b>1252-F</b>	This BR is the new proposed Spend Out Plan which would form the Facility Master Plan for the balance of the Measure TT funds.	0	The priority of construction projects is the purview of the PUSD Board of Education.	The numbers in the already approved top 10 list do not appear to consistently match with this plan.	<b>discussion required</b>

**BOARD OF EDUCATION  
PASADENA UNIFIED SCHOOL DISTRICT  
PASADENA, CALIFORNIA**

**Topic:** APPROVAL OF CONTRACT INCREASE WITH RS CONSTRUCTION FOR INSPECTION SERVICES AT THE WASHINGTON ACCELERATED ELEMENTARY SCHOOL NEW CONSTRUCTION / CAMPUS ENRICHMENT PROJECT

**RECOMMENDATION:** The Governing Board of the Pasadena Unified School District approves the increase to contract with RS Construction Services' for Assistant Project Inspector for the Washington Accelerated Elementary School – New Construction Campus Enrichment Project in the amount not to exceed \$36,288.00

**District Priority/Strategy:** To ensure a clean, safe, and orderly environment that supports learning.

**I. BACKGROUND**

Assistant Project Inspector is needed for the construction of the Washington Accelerated Elementary School – New Construction / Campus Enrichment Project. RS Construction Services has previously been approved to provide for a full-time qualified DSA Assistant Project Inspector to provide inspection services for the project (BR 1167-F). The time period / hours allotted for the previous agreement is expiring and a new service agreement is needed for the continuation of the DSA inspection services. RS Construction has provided a proposal for continuing the Assistant Project Inspector services.

**II. STAFF ANALYSIS**

Project Inspection services are required for the construction of the Washington Accelerated Elementary School – New Construction / Campus Enrichment Project. District staff recommends approving the RS Construction Services proposal for Assistant Project Inspection Services in the not to exceed amount of \$36,288.00 for the period beginning December 1, 2017 through the anticipated completion of the project March 2018.

This Board Report was vetted by the Facilities Committee on November 16, 2017.

**Attachment:** RS Construction Services Proposal

**III. FISCAL IMPACT**

Funds in an amount not to exceed \$36,288.00 are available in the Washington Accelerated Elementary School Measure TT-account.

**Pasadena Unified School District**  
**Board of Education Agenda:** November 16, 2017  
**Prepared by:** Nelson Cayabyab, Chief Facilities  
Officer

Fund Code: 21.1-95045.0-00000-85000-6285-0750000

Originator: Nelson Cayabyab, Chief Facilities Officer

# RS CONSTRUCTION SERVICES INC.

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Pasadena Unified School District  
740 West Woodbury Road  
Pasadena, CA 91103  
Attn: Anson Rane

October 4, 2017

**RE:** Amendment Proposal for Inspection Services at Washington ES – Amendment # 1  
for additional time through the end of February 2018; Board Report # 1167-F;  
(Purchase Order # 0000082356R)

## **Scope**

Provide DSA Project Inspection Services as an Assistant Project Inspector for the above named project.

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## **Billing Rates**

Class 2 Project Inspector: \$ 72.00 / hour

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## **Cost**

Estimated time to extend project through February 2018: December 1, 2017 – February 28, 2018

Project Inspector (API): John Maletich 3 Months (approx.) / 504 Hours \$ 36,288.00

**TOTAL ESTIMATED COST: \$ 36,288.00**

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## **Proposal**

### **Budgetary hourly proposal for DSA Inspection:**

1. Budgetary hourly rate for DSA Inspector: See rates above.
2. Inspector working days per week, Monday through Friday, 8 hours per day, during normal working hours. Exact dates and timelines to be determined by District.
3. Hourly rate applies for additional time needed to complete the project through February 28, 2018. Contract to be amended if additional inspection is deemed necessary.
4. Construction duration is based on working days (2080 hours per year).

### **Fee Qualification:**

1. Straight Time (S.T.): as quoted is based on per hour rate. (S.T.) is based on an 8-hour day, for a total of 40 hours per week.
2. Overtime (O.T.): Rate charged will be the same as straight time (S.T.) for hours worked over 40 per week.
3. No minimum charge. Will bill only hours worked.
4. No reimbursable expenses.

### **Inclusions:**

1. Required Insurance.
2. Administration.

### **Exclusions:**

1. Testing/Special inspection by qualified laboratory.

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Ralph Shryock – RSCS INC. 10-4-17

**BOARD OF EDUCATION  
PASADENA UNIFIED SCHOOL DISTRICT  
PASADENA, CALIFORNIA**

**Topic:** APPROVAL OF THE ADOPTION OF RESOLUTION No. 2428 AUTHORIZING ADDITIONAL PAYMENT TO CLARK SEIF CLARK, INC. FOR CERTAIN ADDITIONAL WORK AT BLAIR HIGH SCHOOL

**Recommendation:** The Board of Education approves the adoption of a resolution No. 2428 authorizing additional payment to Clark Seif Clark, Inc. for additional asbestos consulting services relating to asbestos and lead abatement monitoring for the Blair High School Modernization Project.

**District Priority/Strategy:** To ensure a clean, safe, and orderly environment that supports learning.

**I. BACKGROUND**

District issued purchase order #82583 authorizing payment in the amount of \$43,400.00 to Clark Seif Clark for asbestos consulting Services (proposal dated April 7, 2017) for the Blair High School Modernization project (“Project”). Subsequent to the issuance of the purchase order, District staff determined that the Project requires additional monitoring and testing during the hazardous material removal phase of the Project due to unforeseen conditions and the discovery of additional materials (the “Additional Work”). Clark Seif Clark has provided a proposal for this Additional Work in the amount of \$85,357.00.

**II. STAFF ANALYSIS**

Because of its work on the Project through the purchase order, Clark Seif Clark is intimately familiar with the Project and is ready, willing and able to perform the Additional Work. Therefore, the competitive bid process would not provide any benefit to the District and would instead force the District to incur unnecessary cost and would delay the completion of the Project. As explained in the resolution, the District is not obligated to complete the competitive bid process when such a process would work an incongruity or not produce any advantage for the District.

This Board Report was vetted by the Facilities Committee on November 16, 2017.

**Attachments:** Resolution No. 2428  
Clark Seif Clark additional work proposal

**III. FISCAL IMPACT**

Funds in an amount not to exceed \$85,357.00 are available in the Measure TT- Blair High School account.

**Pasadena Unified School District**  
**Board of Education Agenda:** November 16, 2017  
**Prepared by:** Nelson Cayabyab, Chief Facilities Officer

Fund Code: 21.1-95056.0-00000-85000-6173-0800000

Originator: Nelson Cayabyab, Chief Facilities Officer

**RESOLUTION OF THE GOVERNING BOARD OF THE  
PASADENA UNIFIED SCHOOL DISTRICT**

**RESOLUTION FOR APPROVAL OF ADDITIONAL PAYMENT TO CLARK SEIF  
CLARK, INC. FOR CERTAIN ADDITIONAL WORK AT  
BLAIR HIGH SCHOOL**

**RESOLUTION NO. 2428**

**WHEREAS**, the Governing Board of the Pasadena Unified School District (“District”) previously entered into an agreement whereby Clark Seif Clark, Inc. (“CSC”) provided consultant services related to asbestos and lead abatement monitoring at Blair High School (“Project”);

**WHEREAS**, after CSC began work on the Project, the District discovered unforeseen conditions and additional material on the Project that requires additional monitoring and testing services (the “Additional Work”), more fully set forth in Exhibit “A” (the “Additional Work Proposal”);

**WHEREAS**, CSC is intimately familiar with the Project and is ready, willing and able to perform the the Additional Work;

**WHEREAS**, the total cost for the Additional Work is \$84,357.00 and exceeds the limitations set forth in Public Contract Code section 20118.4;

**WHEREAS**, Public Contract Code section 20111(c) and Government Code section 53060 states that the competitive bidding requirements do not apply to professional or special services or advice;

**WHEREAS**, it would be more costly and time-consuming to bid the Additional Work since it is integral to the Project and the work performed by CSC;

**WHEREAS**, competitive bidding the Additional Work would result in the delay of the completion of the Project;

**WHEREAS**, the Additional Work must be performed before the Project can be completed and failure to complete the Project will disrupt the education of students;

**WHEREAS**, it would work an incongruity and not produce any advantage to the District to competitively bid the Additional Work since such competitive bid work could result in multiple contractors being required to perform work more efficiently and effectively performed by CSC; and

**WHEREAS**, Meakin v. Steveland (1977) 68 Cal.App.3d 490 and Los Angeles Dredging v. Long Beach (1930) 210 Cal. 348 holds that statutes requiring competitive bidding do not



apply when competitive bidding would work an incongruity or not produce any advantage.

**NOW, THEREFORE, BE IT RESOLVED:**

The Board of Trustee of Pasadena Unified School District hereby declares

**Section 1.** The above recitals are all true and correct.

**Section 2.** That it would work an incongruity and not produce any advantage to the District to competitively bid the completion of the Additional Work.

**Section 3.** That the District approves the immediate completion of Additional Work without competitively bidding such work and approves the District's payment to CSC in accordance with the terms and conditions set forth in the Additional Work Proposal.

**Section 4.** That the completion and approval of the Additional Work is necessary to ensure completion of the Project and use of the facilities by students and staff.

**Section 5.** That the Governing Board delegates to its Superintendent or a designee, authority to execute all agreements and complete all necessary documents for the Additional Work and to otherwise fulfill the intent of this Resolution.

**Section 6.** That this Resolution shall be effective as of the date of its adoption.

**PASSED, APPROVED, ADOPTED,** this 17<sup>th</sup> day of November, 2017 at the board meeting of the Pasadena Unified School District Board of Education, Los Angeles County, California.

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Roy Boulghourjian, President

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Lawrence Torres, Vice President

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Patrick Cahalan, Clerk

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Michelle Richardson Bailey, Member

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Kimberly Kenne, Member

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Elizabeth Pomeroy, Member

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Scott Phelps, Member

**EXHIBIT “A”**

**[*ADDITIONAL WORK PROPOSAL*]**



CLARK SEIF CLARK, INC.  
HEALTH & SAFETY • ENGINEERING • ENVIRONMENTAL

September 20, 2017

Mr. Anson Rane  
Pasadena Unified School District  
740 West Woodbury Road  
Pasadena, California 91103

**RE: Change Order Proposal for Asbestos Consulting Services Relating to Asbestos and Lead Abatement Monitoring**  
**Blair High School**  
**1201 S. Marengo Ave.**  
**Pasadena, California**

Dear Mr. Rane:

Clark Seif Clark, Inc. (CSC) is pleased to provide you with this change order fee proposal for asbestos and lead abatement monitoring at the above referenced site. This change order covers work performed from June 1, 2017 to September 20, 2017

### **SCOPE OF WORK**

CSC's scope of work will include the following:

1. Monitor the contractor's work.
2. Project Manager to attend construction meetings. This includes pre-construction meetings and scheduled ongoing construction meetings.
3. Collection and analysis of additional TEM clearance samples.

### **COMPENSATION:**

The following is CSC's estimated fee proposal of our services. The exact costs will be dependent on the time required to complete the project.

**Change order total - \$85,357.00**

### **TERMS & CONDITIONS**

Interest of 1.5% per month (but not exceeding the maximum rate allowable by law) will be payable on any amounts not paid within thirty (30) days. Thereafter, the payments will be applied to accrued interest and then to the principal of the unpaid amount. Attorney's fees or other costs incurred in collecting delinquent amount shall be paid by the client. In the event that the client requests termination of the work prior to completion of a report, Clark Seif Clark, Inc. reserves the right to complete such analyses and

**CSC**

4010 Watson Plaza, Ste #170, Lakewood, CA 90712; Tel 562-420-0000; Fax 562-420-0001  
csceng.com

records as are necessary to place its files in order and, where considered by it necessary to protect its professional reputation, to complete a report on the work performed to date.

### **WARRANTY & LIABILITY**

Clark Seif Clark Inc.'s liability shall be limited to injury or loss caused by the negligence of Clark Seif Clark, Inc. and/or agents hereunder. Clark Seif Clark, Inc. has neither created nor contributed to the creation or existence of any hazardous, radioactive, toxic irritant, pollutant, or otherwise dangerous substance or condition at the site. Its compensation hereunder is in no way commensurate with the potential risk of injury or loss that may be caused by exposures to such substances or conditions.

Owner and Client shall indemnify, defend and hold harmless CSC and its principals, officers, directors, agents, employees, and representatives from all damages, losses, or expenses, including attorney's fees, from any claims or damages for bodily injury, sickness, disease, or death, or from claims for damage to tangible property, arising out of or in any way related to this Project, which are made or asserted against CSC or in which CSC is named as a party, and which do not result from the negligence or wrongful conduct of CSC. Notwithstanding the foregoing, nothing herein shall be construed to require either party to indemnify, defend or hold the other indemnified parties harmless from any claim to the extent arising from the sole negligence or willful misconduct of the indemnified parties. Each party's obligations hereunder shall survive the expiration or earlier termination of this Agreement until such time action against the other Indemnified Parties for all matters indemnified hereunder are fully barred by the applicable statutes of limitations.

Should you have any questions or require further information, please feel free to contact me at the phone number listed below. Thank you again for your consideration of CSC.

Sincerely,



Norbert E. Kramer, Jr.  
Regional Manager

**CSC**

4010 Watson Plaza, Ste #170, Lakewood, CA 90712: Tel 562-420-0000; Fax 562-420-0001  
csceng.com

**BOARD OF EDUCATION  
PASADENA UNIFIED SCHOOL DISTRICT  
PASADENA, CALIFORNIA**

**Topic:** APPROVAL TO ACCEPT BID NO #C06-16/17 NORMA COOMBS ELEMENTARY SCHOOL KILN ROOM PROJECT AS COMPLETE.

**RECOMMENDATION:** The Governing Board of Pasadena Unified School District approves to accept CUPCCAA Bid No. C06-16/17 -Norma Coombs Elementary School Kiln Room as Complete.

**District Priority/Strategy:** To ensure a clean, safe, and orderly environment that supports learning.

**I. BACKGROUND**

At Norma Coombs School, in support of the school's ceramic's program, a new kiln room is needed to house the programs ceramics kilns. Six (6) contractors attended the Mandatory Pre-Bid Site Meeting on May 17, 2017. The scope of work included the construction of the room and the installation of two new electric kilns. The apparent lowest responsive Bid was awarded to Amazing Electric in the amount of \$ 112,000.00.

**II. STAFF ANALYSIS**

District Facilities staff has determined that all work at Norma Coombs Elementary School construction and installation of the new kilns is complete and recommends that the Board of Education accept the work completed by Amazing Electric as complete. The Board is requested to direct staff to file the Notice of Completion (NOC) with the County Clerk's office for CUPCCAA Bid No. C06-16/17.

The Facilities Committee vetted this Board Report on November 16, 2017.

**III. FISCAL IMPACT**

The total construction cost for this project was \$112,000.00 paid out of the Measure TT- Norma Coombs project.

**Pasadena Unified School District  
Board of Education Agenda:** November 16, 2017  
**Prepared by:** Nelson Cayabyab, Chief Facilities Officer

Funding Code: 21.1-95133.0-00000-85000-6275-0600000

Originator: Nelson Cayabyab, Chief Facilities Officer

**BOARD OF EDUCATION  
PASADENA UNIFIED SCHOOL DISTRICT  
PASADENA, CALIFORNIA**

**Topic:** APPROVAL OF MTT PRIORITY LIST OF PROJECTS

**RECOMMENDATION:** The Board of Education approves the Measure TT Priority List of Projects. This is the Facilities Construction Master Plan for the remaining of the MTT Budget.

**District Priority/Strategy:** To ensure a clean, safe, and orderly environment that supports learning.

**I. BACKGROUND**

Since 2008, the District has used Funds from the Measure TT Bond according to the TT Bond objectives, with an approximate remaining balance of approximately \$104,666,034, as of October 12, 2017. From the last Special Facilities Committee Meeting (November 9, 2017) attachment is the Facilities Construction Master Plan being proposed for approval for the remaining of the MTT Budget.

In summary, the following new proposed items of priority to be discussed and approved:

- A) Priority #1 to #9 approved to move forward including #2b the PHS Campus Appearance Identity.
- B) Priority #10 is the addition of three portable classrooms at Jackson and to include the construction of the student drop-off area.
- C) Priority #11 is to start the repairs of the site HVAC needs to maintain and/or replace the units that are in need of repair.
- D) Priority #12 is replacement and repairs of the school playgrounds
- E) Priority #13 A lists of site needs will be consolidated to include the sites that need shade structures.
- F) Priority #14 the site beautification lists to include the irrigation repairs and look into a water wise grass lawn concept. The approved AR 3511 s and DSA PR 15-03 requirements is also attached for information only (this list will be prioritized in order of need).

The Modernization of Don Benito, Roosevelt and Longfellow are not recommended to move forward under this Bond. The DSA for plans for these sites will continue the DSA approval process and will not be bid-out for construction.

At the Special Board Meeting (April 23, 2017, District staff submitted the 2017 Facilities Master Plan which included in it, the MTT Projects & Future List of Priorities; this list was

intended to show a tentative order in which projects would be executed with the available/remaining MTT funds. Since its original presentation to the Board), several modifications to the list were received from staff and feedback from Board Members that resulted in its final draft form that was discussed at the last Special Facilities Committee meeting (November 9, 2017), staff is submitting to the Board for approval for approval (see attachments).

## **II. STAFF ANALYSIS**

Staff is recommending approval as the Facilities Master Plan for the expenditure of remainder of the MTT Bond Funds voted by the tax payers in 2008 election.

The Facilities Committee vetted this Board Report on November 16, 2017.

**Attachment:** THE NEWLY PROPOSED MTT PRIORITY LIST OF PROJECTS.

## **III. FISCAL IMPACT**

This list depicts the Facility Master Plan for the remainder of the MTT Funds as approved by the voters in 2008.

**Pasadena Unified School District**  
**Board of Education Agenda:** November 16, 2017  
**Prepared by:** Nelson M. Cayabyab, Chief Facilities Officer

**Funding Code:** N/A

Originator: Nelson M. Cayabyab, Chief Facilities Officer

Budget vs. Commitments and Expenditures by Fund

MEASURE TT CASH BALANCE AS OF 10-12-17:	104,666,034
Total Expenditures to Remaining	
Total Budget Remaining	

School Name - Project Name/Cost Group/Object Code	Total Expenditures to Remaining	Unencumbered Budget Remaining	Total Budget Remaining
PRIORITY #1: Washington Accelerated Elementary School - New Classroom/MFR Bldg (95045.0)	15,815,903	3,300,770	1,362,917
PRIORITY #2: Pasadena High School - Modernize Gymnasium Complex (95075.0)	3,842,210	12,757,705	1,485,832
PRIORITY #2-b: Pasadena High School - Campus Appearance/identity (95080.0)	128,230	26,071	1,506,956
PRIORITY #2-c: Pasadena High School - ADA Upgrade (DSA) (95074.0)	483,651	87,057	(87,057)
PRIORITY #2-d: Pasadena High School - Campus Upgrds/Restrooms Upgrades (95119.0)	2,027,982	238,301	666,223
PRIORITY #3-a: John Muir High School - Modernization, Abatement & Kitchen (95051.0)	9,882,027	17,012,768	2,666,991
PRIORITY #3-b: John Muir High School - JMuir Black Box Theater Project (95183.0)	3,116,423	418,020	148,373
PRIORITY #3-c: John Muir High School - Bldg D Accessibility / CDBG Project (95812.0)	41,327	21,509	124,755
PRIORITY #4: Blair High School - Modernization of Main Building (95056.0)	7,014,430	18,763,310	2,205,611
PRIORITY #5: Norma Coombs Alternative - New CR Wing & Admin Bldg (95133.0)	2,897,265	5,711,918	514,866
PRIORITY #5a: Norma Coombs Alternative - Plant Replacement			
PRIORITY #5a: Norma Coombs Alternative - Plant Replacement			
PRIORITY #6: Sierra Madre Elementary School (Lower) - Phase II - HVAC Auditorium Upgrades (95126.0)	643,122	76,752	628,577
PRIORITY #7: Rose City High School - Rose City Modification (95170.0)	246,896	162,245	188,833
PRIORITY #8: Eliot Middle School - Auditorium/Cafe Modernization (includes HVAC) (95015.0)	7,523,600	610,579	766,916
PRIORITY #9: Marshall Fundamental Secondary School - Marshall New AC Project (95186.0)	Prop. 39 \$693,645/Meas TT \$796,609	include prop 39	1,377,495
Blair Track (95005.0)	SC Measure TT/HC Developer Fees	952	81,359
	Prop. 39 \$2,513,093/Meas TT \$910,278	-	999,150
		-	999,150
		81,359	-
		53,664,018	14,678,943
TOTAL TOP PRIORITY (ONGOING / CONTRACTED) PROJECTS 1-9:		59,268,363	73,947,306
			30,718,728
REMAINING FUND BALANCE AFTER TOP PRIORITY PROJECTS:			



PRIORITY #10: Jackson Portables/Construction of Student Drop-off Area				
\$250k construction - \$50k soft costs				
-				
450,000				
REMAINING FUND BALANCE AFTER TOP PRIORITY PROJECTS:				
30,718,728				
Total Budget Remaining				
Total Expenditures to date				
Remaining Commitments				
Unencumbered Budget Remaining				
450,000				

REMAINING FUND BALANCE AFTER TOP AND MID-PRIORITY PROJECTS:	
450,000	30,268,728

District Service Center - Facilities Administration (95000.0)				
13,137,246				
715,796				
6,354,863				
7,070,660				
9% Contingency for All Above-Named Projects (Priority 1 - 14)				
6,695,758				

TOTAL ADMINISTRATION COSTS & CONTINGENCY RESERVES:				
13,137,246				
715,796				
6,354,863				
13,766,417				
FUND BALANCE FOR REMAINING PROJECTS:				
16,502,310				

KEY:

TOP PRIORITY PROJECT
ADMINISTRATIVE BUDGET & CONTINGENCY

Priority 11  
HVAC Needs

Schools	Description: District Wide HVAC Concerns to be addressed immediately.	Budgetary
	<b>Aging individual package A/C units &amp; Misc.</b>	
Allendale	Need EMS Controller installation.	\$ 3,500
Don Benito	Replace 5 split A/C units all 5-ton	\$ 65,000
Eliot	Upgrade and move (1) fan coils unit in dead zone (no accessibility) with duct work modifications.	\$ 20,000
Franklin	Replace two (2) package A/C units one (1) 7.7-ton and one (1) 10.5-ton	\$ 42,000
Hamilton	Replace and upsize Bldg D fan coil units to bigger units (not enough cooling) Six (6) fan coil units 6-ton	\$ 72,000
Jackson	Auditorium - replace three (3) heatpump units 7-tons + Classrooms - four (4) water source heatpump units all 6-ton.	\$ 81,000
Jefferson	Replace two (2) package A/C units both 5-ton	\$ 22,000
Longfellow	Replace and upsize fan coil unit for Admin area.	\$ 25,000
Muir HS	Replace two (2) 20hp VFDs for watersource heatpump plant.	\$ 14,000
Norma Coombs	Replace two (2) package A/C units both 15-ton	\$ 65,000
Pasadena HS	Replace two (2) 10hp VFDs Building A AHU-1 & AHU-6	\$ 9,000
Roosevelt	Upgrade four (4) EMS controllers for the following: two (2) 65-ton package A/C, one (1) 28-ton package unit and one (1) 15-ton package A/C units.	\$ 25,000
Rose City HS	Replace eight (8) bungalow wall units all approx. 4-ton	\$ 75,000
San Rafeal	All A/C Package Units required replacement.	?
Webster ES	Replace 2 split A/C units both 5-ton	\$ 25,000
Willard	Replace one (1) 4-ton bungalow wall unit.	\$ 9,500
Washington ES	Replace chilled water pump. Add three split A/C units	\$ 45,000
Washington MS	Replace two primary loop pumps for central plants	\$ 22,000
	<b>Central plant equipment (essential for school main cooling/heating)</b>	
Altadena	Replace one (1) chiller 150 tons, flow meter & bypass valve and pumps	\$ 455,000
Cleveland	Upgrade pump, flow meter & bypass valve	\$ 185,000
Field	Replace one (1) chiller 150 tons, flow meter & bypass valve, + one (1) boiler	\$ 545,000
Madison	Replace one (1) chiller 150 tons + one (1) Boiler	\$ 525,000
Wilson	Replace one (1) chiller 150 tons, flow meter, add pump	\$ 425,000
Sierra Madre ES	Replace one chiller due to electrical issues during triple digit weather.	\$ 365,000
EMS Controllers	District Wide Aging EMS Controllers require change-out " <b>as needed</b> " due to on-going failures.	\$ 100,000

Subtotal

\$ 3,220,000

Priority 12  
Playground Replacement and Repairs

School Site Name	Resurfacing totals	TK Playground Equipment Structures cost	Total expenditure	Status	Contractor Name	Funding Resource
Norma Coombs	\$159,514.89	\$243,513.66	\$403,028.55	Completed	Dave Bang	Developer Fees
Jefferson	\$95,090.71	\$179,191.42	\$274,282.13	Completed	Dave Bang	Developer Fees
Sites identified that need playground structures						
School Name	ROM Cost			Status	Contractor	Funding Resource
San Rafael	\$100,000.00			In planning	TBD	Measure TT
Roosevelt	\$160,000.00			In planning	TBD	Measure TT
Don Benito	\$90,000.00			In planning	TBD	Measure TT
Willard South Playground (Wilson Side)	\$70,000.00			In planning	TBD	Measure TT

Priority 13  
Immediate Site Needs Shade Structure

Site	Scope of Work per site request	ROM Cost
Muir	Pool Circulation/Heater Replacement	\$100,000
	Athletic Fields Repair/stadium track surfacing repairs/turf replacement	track \$100,000/Field \$650,000; North field irrigation redo \$ 200,000.
	PA System in Auditorium	\$125,000
	HVAC Design in gymnasium	\$500,000
	Pool resurfacing	\$50,000
	Front door replacement	\$30,000
McKinley	Bathroom for Pre-K	\$100,000
	Sewage pump and piping repairs	\$125,000
	Shade Structure for the playground	\$100,000
San Rafael	Lower grass and sand area (redone)	\$150,000
	Staff Restroom (done)	
	New Carpeting for classroom trailer(done)	
	Classroom Projection System (done- 19units)	
	Roof repairs (done)	
	New HVAC single units (done)	
	PA and Speaker system for MPR	\$40,000
	New Admin Casework	\$15,000
Willard	Structural Changes for front door access	\$25,000
	HVAC for Auditorium and Cafeteria	
	Drainage (done)	
	Rain gutters (done)	
	Playground (on the Wilson site) needs scarification	
Franklin	Painting (done)	
	Casework (done)	
Blair	Lockers (done)	
	Restroom Leaks (done)	
	Middle School Pavers & furniture (done)	
	Allendale site work (done)	
	Additional two portables (done)	
	Installed 16 units of classroom projectors (d)	
	Gym floor refurbished (done)	
	Pool Resurfacing (Done)	
Norma Coombs	Interim portables (done)	
	Kiln project (done)	
	Bldg Demolition	\$90,000
	Playground Replacement (done)	
	Chiller/Central Plant Replacement	\$1,500,000
Field	Shade Structure	\$100,000
	Additional Portable	\$100,000
	Bathroom remodel (done)	
	Additional Portable Housing (#2) done	
	MPR Modernization with kitchen (done)	
	Athletic Fields Repair/stadium track surfacing repairs/turf replacement	track \$100,000/Field \$650,000

Priority 13  
Immediate Site Needs Shade Structure

PHS	Baseball field	\$350,000
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Priority 14  
Site Beutification list

Priority	Site	Area (sqf)	ROM Cost Turf/irrigation @ \$4/sqf	Accumulative total
1	Wilson	30,000	\$120,000	\$120,000
2	Willard	10,000	\$40,000	\$160,000
3	Marshall	37,000	\$148,000	\$308,000
4	Eliot MS	55,000	\$220,000	\$528,000
5	Hamilton	5000	\$20,000	\$548,000
6	McKinley	7500	\$30,000	\$578,000
6	Webster	10,000	\$40,000	\$618,000
7	San Rafael	3500	\$14,000	\$632,000
8	Jefferson	20,000	\$80,000	\$712,000
9	Allendale	5000	\$20,000	\$732,000
10	John Muir HS	37,500	\$150,000	\$882,000
N/A	PHS	30,000	\$120,000	<b>\$1,002,000</b>
N/A	Washington MS	50,000	N/A	
N/A	Franklin	3,500	N/A	
N/A	Blair HS			
N/A	Roosevelt			
<b>Total</b>			<b>\$1,002,000</b>	

## Construction Status Report November 2017

School	Resource Code	COC Member	Project's Scope of Work	Progress/issues this Month (through Nov. 2017)	Project Phase	Date in Phase	Schd. compl. Date actual phase	Expected date completion total project	% of compl. Nov'17	Project Mgr.	Architect	Contractor	Inspector
Blair HS	95056.0		Modernization of the existing main building.	<b>Completed:</b> Foundations for additions <b>On going:</b> Installation of MEP ducts and pipes. Steel Structures for additions Interior walls layout & framing Forming for curbs along perimeter walls Slab cutting for underground utilities	CONSTRUCTION	4/4/17	11/21/18	typically 3-4 months after construction completion	22%	Anson & Kris	GKK	Pinner Construction	Ned Kachikian
John Muir HS	95183.0		KLRNS TV & Black Box Studio	Training & commissioning	CONSTRUCTION	6/10/16	6/5/17	typically 3-4 months after construction completion	100%	George K.	PJHM	The Nazerian Group	Knowland Construction Inspections
John Muir HS	95051.0		The project consists of: New theatrical equipment, stage rigging New architectural upgrades at the auditorium and cafeteria. Brand new kitchen equipment and serving lines. Exterior improvements, a new amphitheater is designated to allow outdoor assembly/gathering area opened up from the cafeteria. Fire alarm upgrade throughout the campus Bleachers replacement at the gym.	<b>Completed:</b> Installation of steel structure backstage <b>On going:</b> Concrete site work at Mustang Cafe MEPs at cafeteria and auditorium Structural Steel installation Fire alarm campus wide Site utilities	CONSTRUCTION	9/19/16	3/18/18	typically 3-4 months after construction completion	66%	George K.	WLC	The Nazerian Group	Knowland Construction Inspections
Norma Coombs ES	95133.0		New admin building and classrooms (4)	<b>Completed:</b> Kiln room Buildings' Floor slabs <b>On going:</b> Buildings' Perimeter framing	CONSTRUCTION	6/17/17	12/29/18	typically 3-4 months after construction completion	20%	Anson, Kris & Sam	Flewelling & Moody	Shenk Development	Donald B. Blayney
Pasadena HS	95075.0		Modernize the existing gym and locker rooms.	<b>Completed:</b> Pools back in service Main gym interior demolition. Small gym 2nd floor partial slab demolition. <b>On going:</b> Slab on grade prep for boys and girls locker rooms Rough framing at Gym ceiling for tectum panels Rough MEP's. Fire sprinkler at Gym Bleachers fabrication. Site work	CONSTRUCTION	11/28/16	05/27/2018	typically 3-4 months after construction completion	46%	George K.	F & M	The Nazerian Group	PRIEST Construction Services
Washington ES	95045.0		Modernization •New 10,000 SF Multipurpose & Kitchen Building •New 19,000 SF Classroom Building (13 classrooms) •Associated site work and Playground improvements	<b>Completed:</b> Building "D" (MPR) MEP Floor installation at MPR Access ramp walls <b>On going:</b> Tile Placement in roof Classroom Building interior ceilings Classroom Building Exterior finishes Concrete site work	CONSTRUCTION	11/3/14	MPR Mid December 2017, Classroom Building June 2018	typically 3-4 months after construction completion	87.5%	Anson & Kris	LPA	G2K	Ned Kachikian



## Pasadena Unified School District

### Facilities Department Active Projects

11/15/2017



## Pasadena Unified School District

### Project list

[Blair HS](#)  
[John Muir HS](#)  
[Pasadena HS](#)  
[Washington ES](#)  
[Norma Coombs ES](#)

### Blair HS School Modernization

#### Steel structure on the NE façade

Oct 18, - Nov 15, 2017



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### Blair HS School Modernization

#### Steel structure at SE façade

Oct 18, - Nov 15, 2017

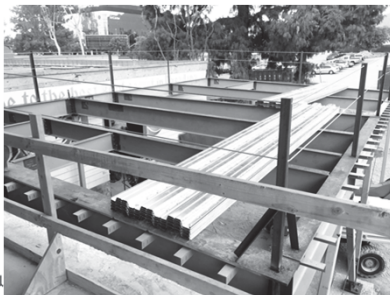


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### Blair HS School Modernization

#### Slab forming at NE façade

Oct 18, - Nov 15, 2017



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### Blair HS School Modernization

#### Multiple slab cutting for underground utilities

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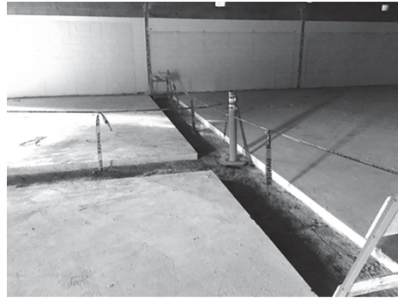


## Blair HS

School Modernization

Multiple slab cutting  
for underground  
utilities

Oct 18, - Nov 15, 2017



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## Blair HS

School Modernization

Multiple slab cutting  
for underground  
utilities

Oct 18, - Nov 15, 2017



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## Blair HS

School Modernization

Studs already installed for  
parapet walls

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## Blair HS

School Modernization

Corroded framing at  
roof's parapet wall

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## Blair HS

School Modernization

Corroded framing at  
roof's parapet wall

Oct 18, - Nov 15, 2017



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## John Muir HS

Trench for new  
storm-sewer line

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## John Muir HS

Framing already  
installed at new  
Kitchen

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## John Muir HS

Forming for new  
amphitheater

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## John Muir HS

Forming for new  
amphitheater

Oct 18, - Nov 15, 2017



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## John Muir HS

Forming for new  
amphitheater

Oct 18, - Nov 15, 2017



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## John Muir HS

Forming for new  
amphitheater

Oct 18, - Nov 15, 2017

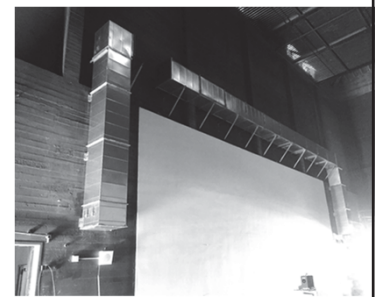


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## John Muir HS

Backstage AC  
duct installation at  
Theater

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## John Muir HS

Steel Structure  
already installed at  
Theater backstage

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## John Muir HS

Steel Structure  
already installed at  
Theater backstage

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## Washington ES

Classroom Building  
View from E

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## Washington ES

Classroom Building  
View from SE

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## Washington ES

Concrete pouring  
N of the Classroom  
Building.

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## Washington ES

Concrete pouring  
N of Classroom Building.

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## Washington ES

Concrete pouring  
N of the Classroom  
Building.

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 WASHINGTON ELEMENTARY STEM MAGNET  
Science, Technology, Engineering and Mathematics



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## Washington ES

Grading South of the  
MPR

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 WASHINGTON ELEMENTARY STEM MAGNET  
Science, Technology, Engineering and Mathematics



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## Washington ES

Slab ready to be  
poured on the ramp  
South of the MPR

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 WASHINGTON ELEMENTARY STEM MAGNET  
Science, Technology, Engineering and Mathematics



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## Washington ES

MPR with lights  
already functioning

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 WASHINGTON ELEMENTARY STEM MAGNET  
Science, Technology, Engineering and Mathematics



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## Pasadena HS Modernization

Pool already  
operational

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 PASADENA HIGH SCHOOL  
Home of the Bulldogs



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## Pasadena HS Modernization

Pool already  
operational

Oct 18, - Nov 15, 2017

 PASADENA HIGH SCHOOL  
Home of the Bulldogs



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## Pasadena HS Modernization

Rebar already  
installed for Girl's  
Lockers Room slab

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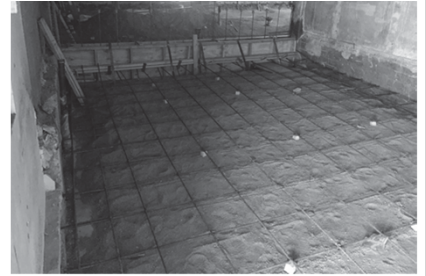


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## Pasadena HS Modernization

Slab ready to pour at  
Equipment Room

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## Pasadena HS Modernization

Underground pipe excavations  
Boy's Lockers Room

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## Pasadena HS Modernization

Underground pipe  
installation  
Boy's Lockers Room

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## N Coombs ES Modernization

Slab forming  
Admin Building

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## N Coombs ES Modernization

Pouring floor slab  
Admin Building

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## N Coombs ES Modernization

Pouring floor slab  
Classroom Building

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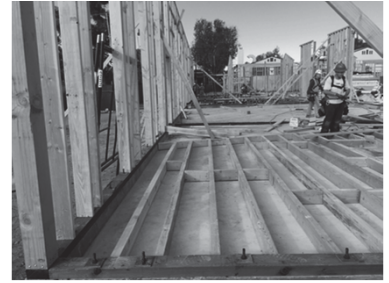
## N Coombs ES Modernization

Perimeter walls framing  
Admin Building

Oct 18, - Nov 15, 2017



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## N Coombs ES Modernization

Perimeter walls  
framing  
Admin Building

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## N Coombs ES Modernization

Perimeter walls  
framing  
Admin Building

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## N Coombs ES Modernization

Perimeter walls  
framing  
Classroom Building

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## N Coombs ES Modernization

Perimeter walls  
framing  
Classroom Building

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