



**CITIZENS' OVERSIGHT  
COMMITTEE MEETING**

**NOTICE AND AGENDA**

**November 20, 2019, 6:30 PM  
Room 236  
351 S. Hudson Avenue  
PASADENA, CA 91106**

- I. Call to Order**
- II. Public comment**
- III. Approval of the October 2019 Meeting Minutes**
- IV. Architectural Services Policy Review and Discussion**
- V. Review of TT related Board Reports**
- VI. Independent Auditors FY2018-19 Report**
- VII. Facilities Reports**
- VIII. Board of Education COC Liaison Report**
- IX. Next meeting date: Dec. 18, 2019**
- X. Adjournment**



Pasadena Unified School District (PUSD)  
CITIZENS' OVERSIGHT COMMITTEE (COC) MEETING  
**Minutes of Meeting held on October 23, 2019**

Location: Pasadena Unified School District Education Center,  
351 S. Hudson Ave., Pasadena, CA 91109

- I. Meeting called to order 6:35pm
  - a. Present: Francis Boland, John Robinson, Stephen Aquino, Eliza Jane Whitman, Amelia Bradford, Kim Kenne, Nelson Cayabyab & Miguel Perez
- II. Public comments 6:36pm
  - a. none
- III. Approval of September meeting minutes 6:36pm
  - a. Approved unanimously
- IV. Chair Report/Brief discussion of rental of TT build facilities 6:37pm
  - a. COC wants to ensure that measure TT build facilities are not rented out to generate revenue at the expense of the students who should benefit from these facilities.
- V. Review of TT related Board Reports 6:39pm
  - a. 46-B – Measure TT funds of \$3M will be utilized. Why weren't other bids received? Nelson recommends pulling this report until justification for this project can be provided. Additionally, each project needs to be separate vs. the full district under one project. The installation needs to be a separate contract as well. This project was approved in June at an expense of \$2M from Measure TT but now it is listed at \$3M. The contract should not have the performance and payment bond removed. COC recommendation is to terminate contract for no cause and then re-bid the project.
  - b. Open lawsuits and money that will come back – G2K at Washington. Trying to get \$500k back from McKinley project. Negotiating time extensions for John Muir project. Sierra Madre has been completed. Nelson will look at each project to see what remaining funding is included.
  - c. 1454F – the scope is not complete for the work required.
  - d. 1455F – board approved architect contract in Oct '16 at \$400k project. The board didn't accept the bid for the project and now this is an amendment for the bid that wasn't accepted. It was de-scoped to be under the \$170k threshold for needing to be approved by the board. Now scope was increased. COC has no concerns.

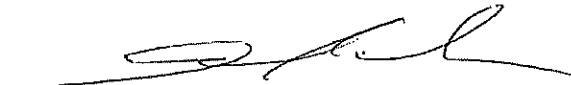
- e. 1456F – No concerns
- f. 1457F – the BR is to reallocate the funds for a project from Prop 39 to Measure TT that has already been completed. No concerns.
- g. 1458F – no concerns
- h. 1459F – no concerns
- i. 1460F – no concerns
- j. 1461F – This BR is tied to the BR46-B and there are no additional comments
- VI. Facilities Reports
  - i. Budget vs. Commitments and Expenditures document was provided.
  - ii. Reviewed the Construction Status Report including the update that Don Benito HVAC and Kitchen project put on hold.
  - iii. Measure TT audit visit happened this month. For fiscal year July 2018 – June 2019. Audit will be reported to the board November or December. Once Audit is received by the COC, the annual report drafting will begin.
  - iv. Pasadena City College owes Measure TT approximately \$170k for the leasing of rooms at John Muir HS.
- VII. Next Meeting date: November 20<sup>th</sup> at 6:30 pm
  - a. December board meeting is Dec 12<sup>th</sup> so December meeting will be Dec 11<sup>th</sup>.
- VIII. Adjournment 8:00pm

Pasadena Unified  
Board Policy Review  
Executive Summary

Date: October 2019  
Submitter: N. Cayabyab

<b>Board Policy(ies) under Review</b> (BP number, name, revision date):		<b>Associated Administrative Regulations (ARs)</b> (AR number, name and revision date):	
BP 7140 – Architectural and Engineering Services		AR 7140 – Architectural and Engineering Services	
<b>What triggered the review of policy(ies)? Internal, external?</b>			
CSBA			
<b>Summary of change(s) being made (attach separate sheet if required):</b>			
<p>Policy updated to clarify the district's responsibility to select a licensed architect and/or structural engineer as required by law when professional design services are used for construction or modernization of school facilities and to address the need to comply with state safety and design standards. Policy adds the general duties of the architect and/or structural engineer and the circumstances under which design specifications must be submitted to CDE and the Division of the State Architect. Regulation updates the components of the selection process to more directly reflect law and adds the district's authority, if negotiations with the most qualified firm are unsuccessful, to negotiate a contract with the second most qualified firm and then the third most qualified firm. Regulation also includes the option to award a contract to a single entity for both the design and construction of a school facility in excess of \$1 million ("design build" contract).</p>			
<b>Describe staff and/or stakeholder input into review:</b>		<b>How will modified policy(ies) be communicated to concerned parties?</b>	
Facilities has a MORE detailed Prequal PROCESS on THIS.		Policy already implemented by the Facilities Dept. IT COVER ALL OF THE CHANGES.	
<b>Mandated Policy</b> <input checked="" type="checkbox"/> Y <input type="checkbox"/> N	<b>Annual Review Required</b> <input checked="" type="checkbox"/> Y <input type="checkbox"/> N	<b>Annual Report to Board Required</b> <input checked="" type="checkbox"/> Y <input type="checkbox"/> N	

Please attach a marked up copy of each policy or AR as well as the original, with each being clearly labeled.

  
11-4-19

# **CSBA Sample**

## **Board Policy**

### **Architectural And Engineering Services**

BP 7140

#### **Facilities**

\*\*\*Note: Pursuant to Education Code 17266, when professional design services are used for construction or modernization of school facilities, districts are responsible for the selection of a licensed architect and/or structural engineer for necessary structural engineering and supervision of construction. Article 22 of the California Constitution allows districts to contract with qualified private entities for architectural and engineering services for all public works projects. Sample contracts are available from the American Institute of Architects, California Council.\*\*\*

\*\*\*Note: Pursuant to Education Code 17262, the district may purchase sets of plans and specifications provided by the State Allocation Board (SAB) for use in constructing a school building of the type desired by the district.\*\*\*

The Governing Board desires to provide school facilities that support the educational program and meet all applicable safety and design standards. When required by law, the Board shall employ or contract with a licensed and certified architect and/or structural engineer to design and supervise the construction of district schools and other facilities.

(cf. 7110 - Facilities Master Plan)

The architect and/or structural engineer shall be responsible for preparing all construction plans, specifications, and estimates and for the observation of the work of construction. (Education Code 17302)

\*\*\*Note: Education Code 17070.50 requires the California Department of Education (CDE) to review and approve plans and specifications for new construction and modernization of school facility projects funded by SAB. During this review, CDE's School Facilities Planning Division verifies project consistency with the design standards specified in Title 5 of the Code of Regulations. Pursuant to CDE forms SFPD 4.07, Plan Submission Requirements for New Construction, and SFPD 4.08, Plan Submission Requirements for Modernization Projects, facilities projects subject to this review include those funded through the Leroy F. Greene School Facilities Act (Education Code 17070.10-17079.30) and projects that receive state funding for overcrowding relief, critically overcrowded schools, career technical education facilities, joint use facilities, or modernization funding. Board-approved educational specifications must be submitted when the project involves construction of a new school or demolition and rebuilding of 50 percent or more of the existing school's square footage.\*\*\*

\*\*\*Note: Construction plans for school facility projects that are not funded by SAB are not required to be submitted to CDE for review and approval. However, locally funded projects

must still comply with Title 5 design standards. Pursuant to Education Code 17251, a district may request that CDE, at district expense, review plans and specifications for locally funded school facility projects.\*\*\*

\*\*\*Note: Pursuant to Education Code 17267, all plans and specifications for school construction projects must also be filed with the Department of General Services, Division of the State Architect (DSA) to ensure compliance with Title 24 of the Code of Regulations. See DSA's web site for information regarding this process.\*\*\*

To ensure compliance with state design and safety standards, preliminary and final plans for any state-funded school facility project, including Board-approved educational specifications for school design when necessary, shall be submitted to the California Department of Education and the Department of General Services, Division of the State Architect. (Education Code 17267; 5 CCR 14030-14032)

\*\*\*Note: Education Code 17070.50 prohibits SAB from apportioning state facilities funds unless the district has certified that the services of an architect, a structural engineer, or other design professional has been selected using a "competitive process" consistent with Government Code 4525-4529.5. Government Code 4526 requires that the competitive process must be based on demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required. See the accompanying administrative regulation.\*\*\*

The Superintendent or designee shall devise a competitive process for the selection of architects, structural engineers, and other design professionals that is based on demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required. For each project, the Superintendent or designee shall recommend architectural and engineering firms to the Board for approval. The Board shall pay fair and reasonable amounts warranted by the provider's qualifications and competence. The Board need not select the lowest responsible bidder.

(cf. 3311 - Bids)

(cf. 3311.3 - Design-Build Contracts)

#### Legal Reference:

##### EDUCATION CODE

17070.10-17079.30 Leroy F. Greene School Facilities Act, especially:

17070.50 Conditions for apportionment

17250.10-17250.55 Design-build contracts

17251 School construction; duties of the California Department of Education

17262-17268 School construction plans

17280-17316 Approvals, especially:

17302 Persons qualified to prepare plans, specifications and estimates and supervise construction

17316 Contract provision regarding school district property

17371 Limitation on liability of governing board

BUSINESS AND PROFESSIONS CODE

5500-5502 Architecture

5550-5558 Architects, licensure

6700-6706.3 Engineers

6750-6766 Engineers, licensure

GOVERNMENT CODE

4525-4529.5 Contracts with private architects, engineering, land surveying, and construction project management firms

14837 Definition of small business

87100 Public officials; financial interest

PUBLIC CONTRACT CODE

20111 School district contracts

CODE OF REGULATIONS, TITLE 5

14001 Minimum standards for school facilities

14030-14036 Standards, planning, and approval of school facilities

CODE OF REGULATIONS, TITLE 24

101 et seq. California Building Standards Code

CALIFORNIA CONSTITUTION

Article 22 Architectural and engineering services

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Plan Submission Requirements for Modernization Projects, Form SFPD 4.08

Plan Submission Requirements for New Construction, Form SFPD 4.07

OFFICE OF PUBLIC SCHOOL CONSTRUCTION PUBLICATIONS

School Facility Program Handbook, January 2019

WEB SITES

American Institute of Architects California Council: <http://aiacalifornia.org>

California Department of Education, Facilities: <http://www.cde.ca.gov/lr/fa>

Department of General Services, Division of the State Architect: <http://www.dgs.ca.gov/DSA>

Department of General Services, Office of Public School Construction:

<http://www.dgs.ca.gov/OPSC>

## Facilities

### ARCHITECTURAL AND ENGINEERING SERVICES

BP 7140

~~In order to ensure safe construction and protect the investment of public funds, the~~ The Governing Board requires ~~desires to provide school facilities that support the educational program and meet all applicable safety and design standards. When required by law, the Board shall employ or contract with a licensed and certified architect and/or structural engineer be employed to design and supervise the construction of district schools and other facilities.~~

*(cf. 7110 - Facilities Master Plan)*

The architect and/or structural engineer shall be responsible for preparing all construction plans, specifications, and estimates and for the observation of the work of construction. (Education Code 17302)

To ensure compliance with state design and safety standards, preliminary and final plans for any state-funded school facility project, including Board-approved educational specifications for school design when necessary, shall be submitted to the California Department of Education and the Department of General Services, Division of the State Architect. (Education Code 17267; 5 CCR 14030-14032)

The Superintendent or designee shall devise a competitive process for the selection of architects ~~and, structural engineers, and other design professionals~~ that is based on demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required. For each project, ~~he/she~~ the Superintendent or designee shall recommend ~~specific~~ architectural and engineering firms to the Board ~~for approval~~. The Board shall pay fair and reasonable amounts warranted by the provider's qualifications and competence. The Board need not select the lowest responsible bidder.

*(cf. 3311 - Bids)*

~~The Board of Education of the Pasadena Unified School District expresses its commitment to providing contracting opportunities to local service providers, small businesses, and employment opportunities to local trades people and residents, based on Pasadena Unified School District Board Resolution 2021- "Local Hiring and Small Business."~~

*(cf. 3311.3 - Design-Build Contracts)*



## **Facilities**

### **ARCHITECTURAL AND ENGINEERING SERVICES**

**BP 7140**

#### *Legal Reference:*

##### EDUCATION CODE

17070.10-17079.30 - Leroy F. Greene School Facilities Act, especially:

17070.50 - Conditions for apportionment

17250.10-17250.55 - Design-build contracts

17251 - School construction; duties of the California Department of Education

17262-17268 - School construction plans

17280-17316 - Approvals, especially:

17302 - Persons qualified to prepare plans, specifications and estimates and supervise construction

17316 - Contract provision ~~re~~regarding school district property

17371 - Limitation on liability of governing board

##### BUSINESS AND PROFESSIONS CODE

5500-5502 - Architecture

5550-5558 - Architects, licensure

6700-6706.3 - Engineers

6750-6766 - Engineers, licensure

##### GOVERNMENT CODE

4525-4529.5 - Contracts with private architects, engineering, land surveying, and construction project management firms

14837 - Definition of small business

87100 - Public officials; financial interest

##### PUBLIC CONTRACT CODE

20111 - School district contracts

##### CODE OF REGULATIONS, TITLE 5

14001 - Minimum standards for school facilities

14030-14036 - Standards, planning, and approval of school facilities

##### CODE OF REGULATIONS, TITLE 24

101 et seq. -California Building Standards Code

##### CALIFORNIA CONSTITUTION

Article 22 - Architectural and engineering services

#### *Management Resources:*

##### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Plan Submission Requirements for Modernization Projects, Form SFPD 4.08

Plan Submission Requirements for New Construction, Form SFPD 4.07

##### OFFICE OF PUBLIC SCHOOL CONSTRUCTION PUBLICATIONS

School Facility Program Handbook, January 2019

##### WEB SITES

American Institute of Architects California Council: <http://aiacalifornia.org>

California Department of Education, Facilities: <http://www.cde.ca.gov/ls/fa>

Department of General Services, Division of the State Architect:

<http://www.dgs.ca.gov/DSA>

Department of General Services, Office of Public School Construction:

**Facilities**

**ARCHITECTURAL AND ENGINEERING SERVICES**

**BP 7140**

| <http://www.dgs.ca.gov/OPSC>

**Policy**

**Adopted: July 9, 1996**

**Revised: April 24, 2014**

**PASADENA UNIFIED SCHOOL DISTRICT**

Pasadena, California

# **CSBA Sample**

## **Administrative Regulation**

### **Architectural And Engineering Services**

AR 7140  
**Facilities**

\*\*\*Note: When applying for state facilities funding, the district will be required to certify that any professional design services used for the project were selected using a qualification-based selection process. The Office of Public School Construction, in its School Facility Handbook, advises districts to consult with legal counsel to ensure that its process for selecting architects or structural engineers is a qualification-based selection process and complies with all other legal requirements, including the Public Contract Code and requirements for disabled veterans business enterprises.\*\*\*

Contractors for any architectural, landscape architectural, engineering, environmental, land surveying, or construction project management services shall be selected, at fair and reasonable prices, on the basis of demonstrated competence and professional qualifications necessary for the satisfactory performance of the services required. (Government Code 4526)

\*\*\*Note: Government Code 4526 requires that the district's selection process include at least items #1-3 below; however, the law does not prescribe the exact procedures that must be followed. Generally, elements of a "competitive process" include advertising and notice of the need for services, objective evaluation and selection criteria, and an appeals process for use by those not selected. Districts may wish to develop procedures consistent with these and other requirements in consultation with legal counsel.\*\*\*

The Superintendent or designee shall ensure that the selection process for projects receiving state funding: (Government Code 4526)

1. Assures maximum participation by small business firms as defined pursuant to Government Code 14837
2. Prohibits practices which might result in unlawful activity such as rebates, kickbacks, or other unlawful consideration
3. Prohibits district employees from participating in the selection process when they have a relationship with a person or business entity seeking a contract which would subject the employee to the prohibition of Government Code 87100

(cf. 9270 - Conflict of Interest)

\*\*\*Note: Pursuant to Government Code 4527, the following items are optional and may be revised to reflect district practice.\*\*\*

The selection process may also include: (Government Code 4527)

1. Evaluation of current statements of qualifications and performance data on file with the district and evaluation of statements that may be submitted by other firms regarding the proposed project
2. Discussion with at least three firms regarding anticipated concepts and the relative utility of alternative approaches for furnishing the required services
3. Selection, in order of preference, of at least three firms deemed to be the most highly qualified to provide the required services in accordance with established district criteria

\*\*\*Note: The following paragraph is optional and may be revised to reflect district practice. Government Code 4528 authorizes, but does not require, the district to implement the following procedures.\*\*\*

The district shall negotiate a contract with the best qualified firm at compensation determined by the district to be fair and reasonable. If the district is unable to negotiate a contract with the most qualified firm, the district shall negotiate a contract with the second most qualified firm and, if unsuccessful, with the third most qualified firm. If the district is unable to negotiate a satisfactory contract with any of the selected firms, the district shall select additional firms in order of their competence and qualification and continue negotiations until an agreement is reached. (Government Code 4528)

The above procedures shall not apply if the Superintendent or designee determines that the services needed are more of a technical nature and involve little professional judgment and that requiring bids would be in the public interest. (Government Code 4529)

(cf. 3311 - Bids)

Contracts shall specify that all plans, including, but not limited to, record drawings, specifications, and estimates prepared by the architect or structural engineer shall become the property of the district. The contract shall also specify terms and conditions for reuse within the district of any plans prepared by the architect or structural engineer. (Education Code 17316)

A contract may be awarded to a single entity for both design and construction of any school facility in excess of \$1,000,000 in accordance with AR 3311.3 - Design-Build Contracts. (Education Code 17250.20)

(cf. 3311.3 - Design-Build Contracts)

## Facilities

### ARCHITECTURAL AND ENGINEERING SERVICES

AR 7140

~~The Governing Board shall engage the services of a licensed architect(s) holding a valid certificate or engineer(s) holding a valid certificate for the preparation of plans, specifications or estimates for any construction project, through a signed contract. (Education Code 17302)~~

~~(cf. 3312 - Contracts)~~

Contractors for any architectural, landscape architectural, engineering, environmental, land surveying, or construction project management services shall be selected, at fair and reasonable prices, on the basis of demonstrated competence and professional qualifications necessary for the satisfactory performance of the services required. (Government Code 4526)

The Superintendent or designee shall ensure that the selection process for projects receiving state funding: -(Government Code 4526)

1. ~~Ensures that projects entail~~Assures maximum participation by small business firms as defined pursuant to Government Code 14837
2. Prohibits practices which might result in unlawful activity such as rebates, kickbacks, or other unlawful consideration
3. Prohibits district employees from participating in the selection process when they have a relationship with a person or business entity seeking a contract which would subject the employee to the prohibition of Government Code 87100

~~(cf. 9270 - Conflict of Interest)~~

The selection process may also include: (Government Code 4527)

1. ~~Detailed evaluations~~Evaluation of current statements of ~~prospective contractors'~~ qualifications and performance data on file with the district and evaluation of statements that may be submitted by other firms regarding the proposed project
2. Discussion with at least three firms regarding anticipated concepts and the relative utility of alternative approaches for furnishing the required services with at least three firms

## Facilities

### ARCHITECTURAL AND ENGINEERING SERVICES

AR 7140

3. Selection, in order of preference, of at least three firms deemed to be the most highly qualified to provide the required services, in accordance with established district criteria and recommended in order of preference

The district shall negotiate a contract with the best qualified firm at compensation determined by the district to be fair and reasonable. If the district is unable to negotiate a contract with the most qualified firm, the district shall negotiate a contract with the second most qualified firm and, if unsuccessful, with the third most qualified firm. If the district is unable to negotiate a satisfactory contract with any of the selected firms, the district shall select additional firms in order of their competence and qualification and continue negotiations until an agreement is reached. (Government Code 4528)

The above procedures shall not apply if the Superintendent or designee determines that the services needed are more of a technical nature and involve little professional judgment and that requiring bids would be in the public interest. (Government Code 4529)

(cf. 3311 - Bids)

Contracts shall specify that all plans, including, but not limited to, record drawings, specifications, and estimates prepared by the ~~contractor~~ architect or structural engineer shall become the property of the district. The contract shall also specify terms and conditions for reuse within the district of any plans prepared by the architect or structural engineer. (Education Code 17316)

A contract may be awarded to a single entity for both design and construction of any school facility in excess of \$1,000,000 in accordance with AR 3311.3 - Design-Build Contracts. (Education Code 17250.20)

(cf. 3311.3 - Design-Build Contracts)

## Regulation

**Approved:** July 9, 1996

**Revised:** April 24, 2014

## PASADENA UNIFIED SCHOOL DISTRICT

Pasadena, California

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

**Topic:** APPROVAL OF RESOLUTION NO. 2539 TO PLACE A GENERAL OBLIGATION BOND ON A MARCH 3, 2020 BALLOT

**RECOMMENDATION:** The Governing Board of the Pasadena Unified School District approves Resolution 2539 authorizing the District place a General Bond Obligation Bond to be voted by the residents on March 3, 2020.

**Anticipated Effect on Student Outcomes:** Provide school facilities in accordance with a 21<sup>st</sup> Century learning environment.

**I. BACKGROUND**

At the August 29, 2019 Board meeting, FM3 Research presented the results of a recent public opinion survey (July 30-August 5, 2019) to assess the feasibility of a bond measure to repair and upgrade PUSD's school facilities. The survey results indicate strong voter support at least ten percentage points above the 55% passage threshold for a bond measure. The survey identified the facility improvement projects that are high priorities for voters, awareness of the need for facility improvements and key informational messaging related to a bond proposal.

**II. STAFF ANALYSIS**

As of now, 91% (31/34) of PUSD schools were built 50 years ago or more. The average age of a PUSD school is 76 years old. While some upgrades and improvements have been completed at every school, many building systems/elements/components (electrical, HVAC, plumbing, communication, circulation/transportation, drainage, roofing, flooring, kitchen, play grounds, open spaces...etc.) are completely outdated/obsolete and/or well beyond their service life. Many PUSD school facilities have hazardous materials imbedded in original construction building elements that need to be removed.

Since most PUSD school buildings were constructed, numerous federal and state laws, regulations and codes have been modified or created. While design and construction of new school facilities are supervised by the Division of the State Architect (DSA) to ensure compliance with ADA, accessibility, fire, life safety, and structural standards, DSA supervision does not cover existing facilities. It is the District's responsibility to guarantee that all schools buildings are in compliance with the same standards that are applicable to new constructions. To make all our school buildings complaint with current codes and regulations, significant investments must be made which can only be funded by a new facilities bond measure. Additionally, significant facility upgrades are needed to bring our school up to current energy efficiency and environmental sustainability standards such as the CA zero net energy (ZNE) goal and green building code.

Schools built to support curriculum and instruction in the 1920's to 1950's are not equipped to support 21<sup>st</sup> century teaching, especially in the areas of science, technology, engineering and math. PUSD does not have sufficient existing resources to transform our classrooms and labs to support modern learning and instruction. A school facilities bond is needed to fund these updates and improvements.

The State of California does not provide funding for large-scale facility improvement projects. The limited state dollars available for facilities require local matching funds. Most California school districts with aging facilities like PUSD's pursue local voter-approved general obligation bonds to address these facility needs.

Based on the strength of recent polling, the significant facility needs that have been identified (Attachment #2) and the lack of other available funding sources, District staff recommends proceeding with the placing a bond measure on the March 3, 2020 ballot. We believe the March Primary Election offers several key advantages when compared to the November 2020 General Election, including:

1. Recent (July 30-August 5, 2019) survey results show strong voter support approximately ten percentage points above the 55% passage threshold for a bond measure.
2. No competition with other known local measures by the city, the community college or others.
3. Fewer competing items on the March ballot (compared to the November General Election) will allow voters to focus on this issue and create fewer distractions. Bond interest rates are currently at historic lows, offering the opportunity to issue bonds that lock in low interest rates and reduce borrowing costs for taxpayers.
4. Issuing bond sooner will create continuity and efficiency in the transition from projects currently funded by Measure TT and projects funded by a new bond.
5. Issuing bonds sooner will allow the District to proceed with currently approved and permitted projects and avoid losing permit fees.

The deadline to place a measure on the March 2020 ballot is December 6, 2019. In addition to adopting the resolution placing a bond measure on the ballot, PUSD will need to quickly implement an informational outreach program to raise community awareness of our facility needs and bond proposal. No school district resources may be used to advocate for the passage of a bond measure. Accordingly, an independent campaign committee will need to form in order to coordinate any advocacy activities in support of a bond measure.

**Attachments:** Resolution No. 2539  
PUSD Bond 2020 – Proposed Project List



**III. FISCAL IMPACT**

The District will have to fund the election cost estimated at \$600,000-\$650,000 of the 2020 Bond Measure. MTT funds cannot, and will not be used for this purpose.

**Pasadena Unified School District**

**Board of Education Agenda:** November 21, 2019

**Submitted by:** 

Nelson Cayabyab, Chief Facilities Officer

**Funding title / code:**

Name: TBD

String: TBD

Approved:

Brian O. McDonald, Ed.D. Superintendent

Originator: Nelson Cayabyab, Chief Facilities Officer

RESOLUTION NO. 2539

RESOLUTION OF THE BOARD OF EDUCATION OF  
PASADENA UNIFIED SCHOOL DISTRICT ORDERING AN  
ELECTION, AND ESTABLISHING SPECIFICATIONS OF THE  
ELECTION ORDER

WHEREAS, the Board of Education (the “Board”) of the Pasadena Unified School District (the “District”) is devoted to improving the quality of education in our local public schools by attracting and retaining quality teachers to support instruction in core subjects like science, technology, engineering, the arts, and math; and

WHEREAS, the Board has determined that schools within the District need to be upgraded, repaired, expanded, improved and better equipped in a fiscally prudent manner to enable the District to also improve student safety and campus security by removing hazardous materials, like asbestos and by installing emergency communications systems, smoke detectors, fire alarms and sprinklers; and

WHEREAS, since some District owned schools were built more than 50 years ago, additional resources are necessary to make basic improvements, including repairing leaky roofs, plumbing, and electrical systems; and providing safe drinking water and

WHEREAS, the Board believes that since academic standards are rising for what it takes to compete in the 21<sup>st</sup> Century, it is in the best interest of the District to address facility improvements now and provide classrooms, labs and technology needed to ensure local students have access to education, facilities and classroom technology necessary to succeed; and

WHEREAS, all residents benefit from living in a community with good schools and whether or not residents have school-age children, protecting the quality of our schools, the quality of life in our community, and the value of our homes, is a good long-term investment; and

WHEREAS, the State of California (the “State”) does not provide the District with enough money for the District to adequately construct and repair schools to provide an optimal learning environment for all students and which keep pace with other top-performing districts; and

WHEREAS, the District has completed a facilities assessment with community engagement to identify the most pressing needs in each of the District owned schools to provide safe and modern classroom environments for all students; and

WHEREAS, the Board has received information regarding the possibility of a local bond measure and its bonding capacity; and

WHEREAS, a local measure will help provide funds that cannot be taken away by the State to upgrade aging local schools, protect student safety and help the District qualify for State matching funds; and

WHEREAS, such measure will include mandatory taxpayer protections, including an independent citizens’ oversight committee and mandatory audits to ensure funds are spent as promised; and

WHEREAS, on November 7, 2000, the voters of California approved the Smaller Classes, Safer Schools and Financial Accountability Act (“Proposition 39”) which reduced the voter threshold for *ad valorem* tax levies used to pay for debt service on bonded indebtedness to 55% of the votes cast on a school district general obligation bond; and

WHEREAS, concurrent with the passage of Proposition 39, Chapter 1.5, Part 10, Division 1, Title 1 (commencing with Section 15264) of the Education Code (the “Act”) became operative and established requirements associated with the implementation of Proposition 39; and

WHEREAS, the Board desires to make certain findings herein to be applicable to this election order and to establish certain performance audits, standards of financial accountability and citizen oversight that are contained in Proposition 39 and the Act; and

WHEREAS, the Board and District has solicited stakeholder and community input on school priorities from parents, teachers, staff, the community and civic leaders; and

WHEREAS, the Board desires to authorize the submission of a proposition to the District’s voters at an election to authorize the issuance of bonds to pay for certain necessary improvements and enhancements to District owned educational facilities which will improve the health, safety and quality of education for students in the District; and

WHEREAS, the Board hereby determines that, in accordance with Opinion No. 04-110 of the Attorney General of the State of California, the restrictions in Proposition 39 which prohibit any bond money from being wasted or used for inappropriate administrative salaries or other operating expenses of the District shall be enforced strictly by the District’s Citizens’ Oversight Committee; and

WHEREAS, pursuant to Education Code Section 15270, based upon a projection of assessed property valuation, the Board has determined that, if approved by voters, the tax rate levied to meet the debt service requirements of the bonds proposed to be issued will not exceed the Proposition 39 limits per year per \$100,000 of assessed valuation of taxable property; and

WHEREAS, Elections Code Section 9400 *et seq.* requires that a tax rate statement be contained in all official materials relating to the election, including any ballot pamphlet prepared, sponsored, or distributed by the District; and

WHEREAS, the Board desires to authorize the filing of a tax rate statement and a ballot argument in favor of the proposition to be submitted to the voters at the election; and

WHEREAS, pursuant to the Elections Code, it is appropriate for the Board to request consolidation of the election with any and all other elections to be held on Tuesday, March 3, 2020, and to request the Los Angeles County Registrar of Voters to perform certain election services for the District.

NOW THEREFORE, THE BOARD OF EDUCATION OF THE PASADENA UNIFIED SCHOOL DISTRICT DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. That the Board, pursuant to Education Code Sections 15100 *et seq.*, 15264 *et seq.*, and Government Code Section 53506, hereby requests the Los Angeles County Registrar of

Voters to conduct an election under the provisions of Proposition 39 and the Act and submit to the electors of the District the question of whether bonds of the District in the aggregate principal amount of \$850,000,000 (the “Bonds”) shall be issued and sold for the purpose of raising money for the projects described in Exhibits “A” and “B” hereto. Both exhibits are directed to be printed in the voter pamphlet. The District's Superintendent, or designee, is hereby authorized and directed to make any changes to the text of the measure, or to the abbreviated form of the measure, as may be convenient or necessary to comply with the intent of this Resolution, the requirements of election officials, and requirements of law.

Section 2. That the date of the election shall be March 3, 2020.

Section 3. That the purpose of the election shall be for the voters in the District to vote on a proposition, a copy of which is attached hereto and marked Exhibit “A,” incorporated by reference herein, and containing the question of whether the District shall issue the Bonds to pay for improvements to the extent permitted by such proposition. In compliance with Proposition 39 policies of the Board and the Act, the ballot propositions in Exhibits “A” and “B” are subject to the following requirements and determinations:

(a) that the proceeds of the sale of the Bonds shall be used only for the purposes set forth in the ballot measure and not for any other purpose, including teacher or administrator salaries or other school operating expenses;

(b) that the Board, in establishing the projects set forth in Exhibit “B,” evaluated the safety, class size reduction, classroom, educational and information technology needs of the District as well as the importance of the projects to improve student learning in core subjects like math, science, engineering, the arts and technology;

(c) that the Board shall cause an annual, independent performance audit to be conducted to ensure that the Bond monies get spent only for the projects identified in Exhibit “B” hereto;

(d) that the Board shall cause an annual, independent financial audit of the proceeds from sale of Bonds to be conducted until all of the Bond proceeds have been expended;

(e) that the Board shall appoint a Citizens’ Oversight Committee in compliance with Education Code Section 15278 no later than 60 days after the Board enters the election results in its minutes pursuant to Education Code Section 15274; and

(f) that the tax levy authorized to secure the Bonds of this election shall not exceed the Proposition 39 limits per \$100,000 of taxable property in the District when assessed valuation is projected by the District to increase in accordance with Article XIII A of the California Constitution.

Section 4. That the authority for ordering the election is contained in Education Code Sections 15100 *et seq.*, 15264 *et seq.*, and Government Code Section 53506.

Section 5. That the authority for the specifications of this election order is contained in Education Code Section 5322. In connection with ordering the election pursuant to the provisions mentioned above, the District has obtained reasonable and informal projections or assessed property valuations that take into consideration projections of assessed property valuations made by the county assessor that are available to the District.

Section 6. That the Los Angeles County Registrar of Voters and the Los Angeles County Board of Supervisors are hereby requested to consolidate the election ordered hereby with any and all other elections to be held on March 3, 2020 within the District. As provided in Elections Code Section 10403, the District acknowledges that the consolidation election will be conducted in the manner described in Elections Code Section 10418.

Section 7. That the Secretary of the Board is hereby directed to deliver a certified copy of this Resolution to the Los Angeles County Registrar of Voters no later than December 6, 2019.

Section 8. That Bonds may be issued pursuant to Education Code Section 15264 *et seq.* or Government Code Section 53506. The maximum rate of interest on any Bond shall not exceed the maximum rate allowed by Education Code Sections 15140 to 15143, as modified by Government Code Section 53531.

Section 9. That the Board requests the governing body of any such other political subdivision, or any officer otherwise authorized by law, to partially or completely consolidate such election and to further provide that the canvass of the returns of the election be made by any body or official authorized by law to canvass such returns, and that the Board consents to such consolidation. The Board further authorizes the submission of a tax rate statement and primary and rebuttal arguments, as appropriate, to be filed with the Los Angeles County Registrar of Voters by the established deadlines.

Section 10. Pursuant to Education Code Section 5303 and Elections Code Section 10002, the Board of Supervisors of Los Angeles County is requested to permit the Registrar of Voters to render all services specified by Elections Code Section 10418 relating to the election, for which services the District agrees to reimburse Los Angeles County, such services to include the publication of a Formal Notice of School Bond Election and the mailing of the sample ballot and tax rate statement (described in Elections Code Section 9401) pursuant to the terms of Education Code Section 5363 and Elections Code Section 12112.

ADOPTED, SIGNED AND APPROVED this 21<sup>st</sup> day of November, 2019.

BOARD OF EDUCATION OF THE PASADENA  
UNIFIED SCHOOL DISTRICT

By \_\_\_\_\_  
President

Attest:

\_\_\_\_\_  
Secretary

[illegible]

I, Dr. Brian McDonald, do hereby certify that the foregoing is a true and correct copy of Resolution No. 2539, which was duly adopted by the Board of Education of the Pasadena Unified School District at the meeting thereof held on the 21<sup>st</sup> day of November, 2019, and that it was so adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

By \_\_\_\_\_  
Secretary

## EXHIBIT A

**“PASADENA UNIFIED SCHOOL DISTRICT REPAIR, STUDENT ACHIEVEMENT, SAFETY MEASURE.** To upgrade neighborhood schools and attract/retain quality teachers by repairing deteriorating classrooms, bathrooms, roofs; upgrading computer/science labs, school security, fire safety; removing hazardous materials; providing safe drinking water, disabled accessibility; acquiring, constructing, repairing sites, facilities, equipment, shall Pasadena Unified School District’s measure authorizing \$850,000,000 in bonds at legal rates, levying 6 cents/ \$100 assessed value (\$50,000,000 annually) while bonds are outstanding, be adopted, requiring annual independent audits and citizens’ oversight?”

Bonds – Yes

Bonds – No

## EXHIBIT B

### FULL TEXT BALLOT PROPOSITION OF THE PASADENA UNIFIED SCHOOL DISTRICT BOND MEASURE ELECTION MARCH 3, 2020

The following is the full proposition presented to the voters by the Pasadena Unified School District.

**“PASADENA UNIFIED SCHOOL DISTRICT REPAIR, STUDENT ACHIEVEMENT, SAFETY MEASURE.** To upgrade neighborhood schools and attract/retain quality teachers by repairing deteriorating classrooms, bathrooms, roofs; upgrading computer/science labs, school security, fire safety; removing hazardous materials; providing safe drinking water, disabled accessibility; acquiring, constructing, repairing sites, facilities, equipment; shall Pasadena Unified School District’s measure authorizing \$850,000,000 in bonds at legal rates, levying 6 cents/ \$100 assessed value (\$50,000,000 annually) while bonds are outstanding, be adopted, requiring annual independent audits and citizens’ oversight?”

### PROJECT LIST

The Board of Education of the Pasadena Unified School District is committed to in **retaining and attracting quality teachers** in local schools by providing safe, secure, upgraded classrooms, labs and technology needed to support high quality instruction **in science, technology, engineering and math**. To that end, the Board evaluated the District’s urgent and critical facility needs, including **safety** issues, class size reduction, **basic repairs**, computer and information technology in developing the types of projects to be funded by this measure as described below. The District conducted a facilities evaluation and received public input in developing this Project List. Teachers, staff, community members and the Board have prioritized the key health and safety needs so that the most critical facility needs are addressed.

In approving this Project List, the Board of Education determines that the District **must**:

- (i) **Remove hazardous materials like asbestos and lead paint, from older schools; and**
- (ii) **Improve student access to instruction in science, technology, engineering, the arts, and math; and**
- (iii) **Retain and attract quality teachers; and**
- (iv) **Upgrade schools to prepare students for high school, college and careers; and**
- (v) **Repair leaky roofs, improve student safety with updated smoke detectors, fire alarms and sprinklers, and provide safe drinking water; and**
- (vi) **Adhere to specific fiscal accountability safeguards:**
  - (a) **All expenditures subject to annual independent financial audits.**
  - (b) **No money taken by the State. All funds stay local.**
  - (c) **All expenditures reviewed by an independent citizen oversight committee to ensure that funds are spent only as authorized.**



The Project List includes the following types of upgrades and improvements at District schools, facilities and sites:

## **IMPROVE STUDENT PREPARATION FOR HIGH SCHOOL, COLLEGE AND CAREERS**

### **School Repair and Upgrade Projects Funded By Money That Cannot Be Taken By Sacramento**

**Goals and Purposes:** Several of our schools were built more than fifty years ago and need basic health and safety improvements. Funds from the measure will be used to remove asbestos and lead paint, repair leaky roofs and deteriorating classrooms, restrooms and plumbing, improving handicapped accessibility, ensure water fountains have clean drinking water, and upgrade security and fire safety systems so students can learn in safe, healthy classrooms.

This measure will help upgrade computer, science, arts, and music classrooms to expand partnerships with many local employers such as NASA's Jet Propulsion Lab, Cal Tech, the LA Dodgers and the Pasadena Playhouse and many other local arts organizations and businesses. This measure will promote hands-on learning, as well as job and internship experiences that will prepare our students for college and career.

- Repair deteriorating classrooms.
- **Repair or leaky roofs.**
- Upgrade schools to prepare students for high school, college and careers.
- Repair termite-ridden structures.
- Improve access to school facilities for students with disabilities.
- Repair bathrooms and plumbing.
- **Provide classrooms, labs and technology to support high quality instructions in science, technology, engineering, the arts, and math.**
- Replace deteriorating pipes.
- **Remove hazardous materials like asbestos and lead paint from older schools.**
- **Provide safe drinking water.**
- Upgrade vocational education classrooms.
- Provide classrooms for competitive 21<sup>st</sup> century learning at every school.

**STUDENT SAFETY AND ACHIEVEMENT: LOCAL SCHOOL FUNDING TO SUPPORT  
HIGH QUALITY INSTRUCTION IN SCIENCE, TECHNOLOGY,  
ENGINEERING, AND MATH**

**Projects That Improve Student Safety and Success**

**Goals and Purposes:** In today's environment, it is more important than ever for our District owned local schools to have safety and security protections in place, such as emergency communication systems and door locks, as well as fire and earthquake safety systems. This ballot measure will make sure that local students and teachers are safe at school.

This measure will ensure that all students have access to computers and instructional technology in the classroom to promote an education with a strong foundation in science, technology, engineering and math. It will fix outdated electrical wiring, improve science, engineering and computer labs and enhance Internet access. These investments will help the school district provide competitive twenty-first century learning at each school.

Schools will benefit from a variety of safety and achievement projects, such as:

- **Improve student access to high quality instruction in science, technology, engineering, the arts, and math.**
- **Acquire or construct new classrooms to reduce class sizes.**
- Keep computer systems and instructional technology up-to-date.
- Ensure that all students have access to art and music classrooms.
- Upgrade school libraries.
- **Upgrade career technical education classrooms.**
- Upgrade fire safety systems.
- Upgrade computer and science labs.
- Improve student safety and campus security systems, including security cameras, emergency communications systems, smoke detectors, fire alarms and sprinklers.
- **Remove hazardous materials like asbestos and lead paint from older school sites.**

In addition to the projects listed above, the repair and renovation of each of the existing school facilities may include, but not be limited to, some or all of the following: add or renovate student and staff restrooms; repair and replace electrical, plumbing, heating, ventilation and air conditioning systems; upgrade of facilities for energy efficiencies; repair and replace worn-out and deteriorated roofs, windows, walls, floors, doors and drinking fountains; construct or renovate offices and facilities for professional development of teachers, more efficient administration and multi-purpose learning spaces; install wiring and electrical systems to safely accommodate computers,

technology and other electrical devices; upgrade or construct support facilities including central plants, administrative, physical education, music, art, performing and fine arts classrooms or facilities, amphitheaters, science, computer labs/classrooms, auditoriums, libraries and buildings, swing space, covered eating areas, maintenance facilities and yards; repair and replace fire alarms, emergency communications and security systems; improve facilities to satisfy ADA requirements; resurface or replace asphalt, broken concrete and improve hard courts, turf and irrigation/drainage systems and campus landscaping; install signage, and fencing; expand parking and drop-off areas; improve all site utilities; acquire land; construct new school buildings; upgrade or replace interior and exterior painting, floor covering (including carpets), portable classrooms and school facades; demolition; upgrade kitchens, food service, and school cafeterias; construct various forms of storage and support spaces and classrooms; improve outdoor learning environments and quads; repair, upgrade and install interior and exterior lighting systems; construct, acquire or improve playgrounds, play structures, athletic fields, stadiums, pools, sport complexes, tennis courts, gymnasiums, tracks and facilities to support student health, fitness and safety, lockers, and other facilities serving District students; replace outdated security fences and security systems (including access control systems), provide lunch shelters, upgrade music and art classrooms, multi-purpose rooms, learning centers and media centers; plan, construct, acquire or contribute to teacher and staff housing; add or upgrade parking lots. In addition to the listed projects stated above, the Project List also includes the acquisition of a variety of instructional, maintenance and operational equipment, including the reduction or retirement of outstanding lease obligations and interim funding incurred to advance fund projects from the Project List; payment of the costs of preparation of all facility planning, facility studies, assessment reviews, facility master plan preparation and updates, environmental studies (including environmental investigation, remediation and monitoring), design and construction documentation, and temporary housing of dislocated District activities caused by construction projects. The upgrading of technology infrastructure includes, but is not limited to, network rewiring, cabling, computers, mobile interface devices, data centers, switches, routers, modules, sound projection systems, laser printers, digital white boards, document projectors, upgrade voice-over-IP, clock/telephone/ intercom systems, call manager and IT security, wireless technology systems, refresh classroom technology, acquire necessary software and miscellaneous IT and instructional equipment, data storage, phones, identity cards and the construction and installation of a data center in the cloud for the District enterprise systems, such as resource planning, websites, domain name systems, cloud applications and information security. The budget for each project is an estimate and may be affected by factors beyond the District's control. The final cost of each project will be determined as plans and construction documents are finalized, construction bids are received, construction contracts are awarded and projects are completed. Based on the final costs of each project, certain of the projects described above may be delayed or may not be completed. Demolition of portable classrooms and existing facilities and reconstruction of facilities scheduled for repair and upgrade may occur, if the Board determines that such an approach would be more cost-effective in creating more enhanced and operationally efficient campuses. Necessary on-site and off-site improvements, site preparation and restoration may occur in connection with new construction, renovation or remodeling, or installation or removal of relocatable classrooms, including ingress and egress, removing, replacing, or installing irrigation or drainage systems, traffic signals, sewer or utility lines, trees and landscaping, relocating fire access roads, road widening, and acquiring any necessary easements, licenses, permits or rights of way to the property. The listed projects will be completed as needed. Each project is assumed to include its share of furniture, equipment, architectural, engineering, legal fees and similar planning costs, connection fees, permit fees, program/project management, staff training expenses and a customary contingency for unforeseen design and construction costs. Proceeds of the bonds may be used to pay or reimburse the District for the cost of District staff when performing work on or necessary and incidental to bond projects.

Bond proceeds shall only be expended for the types of projects and purposes identified herein. The District shall create an account into which proceeds of the bonds shall be deposited and comply with the reporting requirements of Government Code § 53410.

**FISCAL ACCOUNTABILITY: THIS MEASURE REQUIRES A CLEAR SYSTEM OF ACCOUNTABILITY, INCLUDING A PROJECT LIST DETAILING HOW THE MONEY WILL BE USED, A CITIZEN'S OVERSIGHT COMMITTEE, AND INDEPENDENT AUDITS TO ENSURE MONEY IS SPENT PROPERLY.**

IN ACCORDANCE WITH EDUCATION CODE SECTION 15272, THE BOARD OF EDUCATION WILL APPOINT A CITIZENS' OVERSIGHT COMMITTEE AND CONDUCT ANNUAL INDEPENDENT AUDITS TO ASSURE THAT FUNDS ARE SPENT ONLY ON DISTRICT PROJECTS AND FOR NO OTHER PURPOSE. THE EXPENDITURE OF BOND MONEY ON THESE PROJECTS IS SUBJECT TO STRINGENT FINANCIAL ACCOUNTABILITY REQUIREMENTS. BY LAW, PERFORMANCE AND FINANCIAL AUDITS WILL BE PERFORMED ANNUALLY, AND ALL BOND EXPENDITURES WILL BE MONITORED BY AN INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE TO ENSURE THAT FUNDS ARE SPENT AS PROMISED AND SPECIFIED. THE CITIZENS' OVERSIGHT COMMITTEE MUST INCLUDE, AMONG OTHERS, REPRESENTATION OF A BONA FIDE TAXPAYERS ASSOCIATION, A BUSINESS ORGANIZATION AND A SENIOR CITIZENS ORGANIZATION. NO DISTRICT EMPLOYEES OR VENDORS ARE ALLOWED TO SERVE ON THE CITIZENS' OVERSIGHT COMMITTEE.

**NO ADMINISTRATOR SALARIES:** PROCEEDS FROM THE SALE OF THE BONDS AUTHORIZED BY THIS PROPOSITION SHALL BE USED ONLY FOR THE ACQUISITION, CONSTRUCTION, RECONSTRUCTION, REHABILITATION, OR REPLACEMENT OF SCHOOL FACILITIES, INCLUDING THE FURNISHING AND EQUIPPING OF SCHOOL FACILITIES, AND NOT FOR ANY OTHER PURPOSE, INCLUDING TEACHER AND SCHOOL ADMINISTRATOR SALARIES AND OTHER OPERATING EXPENSES.

School	<b>PUSD Bond 2020 - Proposed Project List</b> <b>For information only, subject to additions and deletions</b>
Allendale	Irrig, & LDSC, ITS, ACS, HVAC (Cafeteria) ,MEP ,SS, Modernization, New Bldg., Swing Space,
Altadena	Irrig, & LDSC, ITS, ACS, HVAC, MEP, SS, New Bldg., M&W
Audubon Odyssey	Irrig, & LDSC, MEP, Mod, M&W
Blair MS & HS	Irrig, & LDSC, ITS, Athletic Stadium, Gym, Pool, Amphitheater ( Enclosed), M&W
Burbank	Irrig, & LDSC, FA, M&W
Cleveland	Irrig, & LDSC, HVAC, M&W
Don Benito	Irrig, & LDSC, ITS, HVAC, MEP, M&W
Edison	Irrig, & LDSC, ACS, Full Mod, HVAC, ITS, MEP, M&W
Eliot	Irrig, & LDSC, ITS, MEP, Gym/Cafeteria, Tennis Courts, M&W
Field	Irrig, & LDSC, ITS, HVAC, MEP, M&W
Franklin	Irrig & LDSC, ITS, ACS, HVAC, MEP, SS, M&W, Low Income Housing*
Hamilton	Irrig, & LDSC, ITS, HVAC, MEP, M&W
Hodges - Peoria	Irrig, & LDSC, ITS, M&W
Jackson	Irrig, & LDSC, ITS, HVAC, MEP, Kitchen, New Bldg., M&W
Jefferson	Irrig, & LDSC, ITS, HVAC, MEP, remove & replace portables w/ new Bldg., M&W
John Muir	Irrig, & LDSC, ITS, ACS HVAC, MEP, Sport Complex, Pool, Stadium, M&W
Linda Vista	Irrig, & LDSC, Demo portables core building, New Building., M&W
Loma Alta	Irrig, & LDSC, HVAC, MEP, Cafeteria Mod., M&W
Longfellow	Irrig, & LDSC, ITS, SS, Kitchen, Fields, M&W
Longfellow CC	ITS, M&W
Madison	Irrig & LDSC, ITS, ACS, HVAC, MEP ,SS, Cafeteria, Kitchen, M&W
Marshall	Irrig, & LDSC, ITS, HVAC, MEP, Stadium, Sport Complex, Pool, M&W
McKinley	Irrig, & LDSC, ITS, ACS, HVAC, MEP, SS, M&W
Norma Coombs	Irrig, & LDSC, MEP ITS, Hazmat (lead removal),Cafeteria, Auditorium, M&W
Noyes	Irrig, & LDSC, ITS, ACS, HVAC, MEP, SS , Cafeteria, Kitchen mod., M&W
PHS	Irrig, & LDSC, ITS, HVAC, Central Plant, MEP, Fields, Pool, Stadium, M&W
Roosevelt	Irrig, & LDSC, ITS, MEP, Kitchen, Remove & replace portables w/ new Bldg., M&W
Rose City/ Ed. Ctr.	Irrig, & LDSC, ITS, ACS. SS Central Plant, Relocate to Roosevelt, M&W
San Rafael	Irrig, & LDSC, ITS, HVAC, MEP, Grounds, Replace portables w/ New Bldg., M&W
Sierra Madre ES	Irrig, & LDSC, ITS, HVAC (Cafeteria, Auditorium, MEP), M&W
Sierra Madre MS	ITS, Sound proof HVAC, M&W
Washington ES	Irrig, & LDSC, ITS, ACS, HVAC, MEP, Parking, M&W
Washington MS	Irrig, & LDSC, ITS. HVAC, MEP, Parking lot, Cafeteria, Tennis Courts, Kitchen, M&W
Washington CC	Remove & replace portables w/ new Bldg., M&W, Low Income Housing*
Webster	Irrig, & LDSC, ITS, HVAC, MEP, M&W
Willard	Irrig, & LDSC, ITS, HVAC, MEP, M&W
Willard CC	Demo and build new Bldg., M&W
Wilson	Irrig, & LDSC, ITS, HVAC, MEP, Field & track, M&W

Irrig, = Irrigation, LDSC = Landscape, ACS = Accessibility, ITS= Information Technology Systems, MEP = Mechanical, Electrical & Plumbing, HVAC= Heating , Ventilation and Air Conditioning, SS= Structural, FA= Fire Alarm Systems, MW= Maintenance & Warehouse

\*Possible location for Low Income Housing

List is based on information available as of November 7, 2019

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

**Topic:** APPROVAL TO ACCEPT THE ADJUSTMENTS ONTO THE CONTRACT WITH PINNER CONSTRUCTION FOR THE BID NO. 02-16/17, BLAIR I.B MAGNET SCHOOL MODERNIZATION PROJECT

**RECOMMENDATION:** The Governing Board of the Pasadena Unified School District approves to accept the accounting adjustments on the contract with Pinner Construction for the Bid No. 02-16/17, Blair I.B Magnet School Modernization Project.

**Anticipated Effect on Student Outcomes:** The project provides improvements to school facilities in support of 21<sup>st</sup> Century learning environments.

**I. BACKGROUND**

On February 23, 2017, the Board of Education approved and awarded the Contract for Construction for Bid No. 02-16/17, Blair I.B Magnet School Modernization Project to Pinner Construction in the amount of \$20,239,000.00 there were nine (9) approved Change Orders totaling in the amount of \$2,457,008.37 bringing the total project value to \$22,696,008.37 The construction for the project is now complete and staff has filed a Notice of Completion with the County Clerk's office.

**II. STAFF ANALYSIS**

District staff has determined that the Change Order No. 7 approved by the Board of Education on April 25 2019, Board Report BR 1405-F had a clerical error in the total amount of -\$45,000.00. The total value of the approved Change Order No 7 was \$445,133.91 while it should be \$400,133.91. After the amendment, the final total project value will be \$22,651,008.37

**III. FISCAL IMPACT**

The amount of \$ 45,000.00 for the Blair I.B Magnet School Modernization Project, Bid No. 02-16/17 will be credited to the Blair I.B Magnet School Modernization Project Measure TT Account.

**Pasadena Unified School District**

**Board of Education Agenda:** November 21, 2019

**Submitted by:** 

Nelson Cayabyab, Chief Facilities Officer

**Funding title / code:**

Name: Blair High School 04A Modernization of Main building

String: 21.1-95056.0-00000-85000-6270-0800000

Approved:

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Brian O. McDonald, Ed.D. Superintendent

Originator: Kris Zazirski, Project Manager

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

**Topic:** APPROVAL OF NOTICE OF COMPLETION AND CHANGE ORDER NO. 10 WITH THE NAZERIAN GROUP FOR JOHN MUIR HIGH SCHOOL AUDITORIUM MODERNIZATION, KITCHEN RENOVATION AND BLEACHER REPLACEMENT PROJECT

**RECOMMENDATION:** The Governing Board of the Pasadena Unified School District approves The Notice of completion and Change Order No. 10 with the Nazerian Group for the John Muir High School Auditorium & Kitchen Renovation and Bleacher Replacement in the amount not to exceed \$517,798.11

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

**I. BACKGROUND**

On July 28, 2016, the Governing Board of the Pasadena Unified School District authorized the Award of PUSD Bid# 11-15/16 for the MUIR HS-AUDITORIUM & KITCHEN REONOVATION AND BLEACHER REPLACEMENT to The Nazerian Group in the amount of \$23,777,123. Change order No 1 reduced the scope and contract amount, and Change Orders 2 through 8 increased the contract incrementally over time. Then, most recently on March 28, 2019, the board approved via BR 1401-F change order No 9 to bring the contract to the current amount of \$23,766,311.79

**II. STAFF ANALYSIS**

Change Order 10 includes items that were discovered as unforeseen conditions and other district requested items. Details and log attached. Staff recommends for approval and files the notice of completion with the county clerk's office

**Attachment:** Change order No. 10

**III. FISCAL IMPACT**

This contract increases by \$517,798.11 for a new total not to exceed \$ 24,284,109.90. Funds in the amount of \$517,798.11 are available in the Measure TT account for John Muir High School Auditorium, Kitchen & Bleacher Replacement Project, resulting in the new balance of \$939,631.71 in said account as of November 13, 2019.

**Pasadena Unified School District**

**Board of Education Agenda;** November 21, 2019

**Prepared by:** Nelson A. Cayabyab  
Nelson Cayabyab, Chief Facilities Officer

Funding code: 21.1-95051.0-00000-85000-6270-082000

Title: John Muir High School Auditorium, Kitchen & Bleacher Replacement



Approved:

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Brian O. McDonald, Ed.D. Superintendent

Originator: Nelson Cayabyab, Chief Facilities Officer

November 21, 2019

**Change Order Proposal**

**THE NAZERIAN GROUP**  
16218 Ventura Blvd suite #7  
Encino, CA 91436  
Lic# 787-198

**Client:** Pasadena Unified school district**Project:** Muir HS - Auditorium & Kitchen Renovation and Bleacher Replacement☒ 03-115534 M☒ 03-115819 K☐ 03-116700 B**Proposal No:** 171**Date:** 10/25/2019

<b>To:</b> <b>WLC Architects</b>	<b>Date Response Is Required:</b>
<b>From:</b> <b>The Nazarian Group</b>	<b>Purchase Order No.:</b>

The following is an itemized quotation in accordance with the requirements set forth in the General Conditions of the contract regarding proposed changes to the contract documents.

**Scope:** Extension of General Conditions at Muir High School.**Contractor Costs:**

(Provide Detailed Backup)

Item	Material	Labor	Equipment	Misc.	TOTALS
The Nazarian Group					\$ 1,000,576.05
Per agreement with district (50% of original COP value)					\$ (500,288.02)

A.	TOTAL SUBCONTRACTOR COSTS:	n/a
B.	MARK-UP OF SUBCONTRACTOR COSTS (15% max.):	n/a
	GENERAL CONTRACTOR MARK-UP OF SUBCONTRACTOR COSTS (6% max.):	n/a
C.	General Contractor's Material:	\$0.00
D.	General Contractor's Sales Tax:	\$0.00
E.	General Contractor's Labor:	\$0.00
F.	General Contractor's Equipment:	\$0.00
G.	General Contractor's Direct Expenses (C+D+E+F):	\$500,288.02
H.	Overhead & Profit:	\$0.00
I.	GENERAL CONTRACTOR TOTAL (G+H):	\$500,288.02
J.	SUB-TOTAL (A+B+I):	\$500,288.02
K.	Insurance Rate:	2.00% \$10,005.76
L.	Bond Rate:	1.50% \$7,504.32
<b>TOTAL PROPOSED CHANGE TO THE CONTRACT (J+K+L):</b>		<b>\$517,798.11</b>
<b>Total Added Days Duration Anticipated:</b>		<b>0</b>

Issued by Contractor:	<u><i>S. Djabourian</i></u>	Sako Djabourian, Accountant	10/25/2019
	Signature	Name and Title (Printed)	Date
Approved by:	_____	_____	_____
	Signature	Name and Title (Printed)	Date

MUIR HIGH SCHOOL  
AUDITORIUM KITCHEN RENOVATION AND BLEACHER REPLACEMENT  
EXTENSION OF GENERAL CONDITIONS

Description	Multiplier	Time Impact (days)	Labor Cost Per Day	Material / Equipment / Services (Per Day)	Total
<b>Full Time Staff</b>					
Project Manager	1	493.00	\$ 600.00	n/a	\$ 295,800.00
Superintendent	1	493.00	\$ 600.00	n/a	\$ 295,800.00
Project Engineer / Safety	1	493.00	\$ 400.00	n/a	\$ 197,200.00
Office Staff / Operations (Part-Time)	1	493.00	\$ 50.00	n/a	\$ 24,650.00
<b>Job Costs</b>					
SWPPP	1	493.00	n/a	\$ 60.00	\$ 29,580.00
Storage Container	1	493.00	n/a	\$ 2.27	\$ 1,120.62
Temp. Office Rental	1	493.00	n/a	\$ 57.82	\$ 28,505.26
Temp. Office Equipment, Tools & Supplies ***					
Blue Prints	1	1.00	Lump Sum	\$ 3,500.00	\$ 3,500.00
Copier and Supplies (paper, ink, maintenance)	1	493.00	per day	\$ 12.50	\$ 6,162.50
Drinking Water & Coffee	1	493.00	per day	\$ 30.00	\$ 14,790.00
Cleaning & Janitorial	1	493.00	per day	\$ 10.50	\$ 5,176.50
Partial Security & Protection of Existing Facilities	1	493.00	per day	\$ 5.01	\$ 2,512.00
Temp. Fencing & Toilets	1	493.00	n/a	\$ 44.28	\$ 21,829.17
Telephone & Internet	1	493.00	n/a	\$ 15.00	\$ 7,395.00
<b>Insurance</b>					
Builder's Risk	1	493.00	n/a	\$ 135.00	\$ 66,555.00
<b>Total</b>					<b>\$ 1,000,576.05</b>

**The Nazerian Group**  
**Job Costs by Vendor and Job Detail**  
April 18, 2018 through July 31, 2019

	<u>Name</u>	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
<b>ALLIED STORAGE CONTAINERS, INC.</b>							
	<b>Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache</b>						
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	06/01/2018	R18062842		50005 - OTHER JOB EXPENSE	142.35
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	05/01/2018	R18052866		50005 - OTHER JOB EXPENSE	142.35
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	07/01/2018	R18072820		50005 - OTHER JOB EXPENSE	142.35
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	08/01/2018	R18082946		50005 - OTHER JOB EXPENSE	142.35
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	09/01/2018	R18093016		50005 - OTHER JOB EXPENSE	142.35
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	11/01/2018	R18113090		50005 - OTHER JOB EXPENSE	142.35
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	10/01/2018	R18102958		50005 - OTHER JOB EXPENSE	142.35
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	12/01/2018	R18123102		50005 - OTHER JOB EXPENSE	142.35
	Total Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache						<u>1,138.80</u>
	Total ALLIED STORAGE CONTAINERS, INC.						<u>1,138.80</u>
<b>TOTAL</b>							<u><u>1,138.80</u></u>

The Nazerian Group  
Job Costs by Vendor and Job Detail  
All Transactions

	Name	Type	Date	Num	Memo	Account	Amount
AT&T							
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache						
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	05/05/2018			65200 - TELEPHONE	541.85
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	06/12/2018			65200 - TELEPHONE	538.22
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	07/12/2018			65200 - TELEPHONE	414.18
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	08/04/2018			65200 - TELEPHONE	414.18
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	09/19/2018			65200 - TELEPHONE	496.17
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Check	10/01/2018			65200 - TELEPHONE	509.87
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Check	11/26/2018			65200 - TELEPHONE	519.00
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Check	12/04/2018			65200 - TELEPHONE	414.18
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	01/19/2019			65200 - TELEPHONE	461.01
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	02/12/2019			65200 - TELEPHONE	469.87
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	03/14/2019			65200 - TELEPHONE	522.87
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	04/18/2019			65200 - TELEPHONE	414.18
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	05/11/2019			65200 - TELEPHONE	414.18
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	06/22/2019			65200 - TELEPHONE	414.18
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	07/01/2019			65200 - TELEPHONE	414.18
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	07/31/2019			65200 - TELEPHONE	541.88
	Total Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache						<u>7,500.00</u>
	Total AT&T						<u>7,500.00</u>
TOTAL							<u><u>7,500.00</u></u>

The Nazerian Group  
Job Costs by Vendor and Job Detail  
All Transactions

	Name	Type	Date	Num	Memo	Account	Amount
CAL-STORM COMPLIANCE - INC.							
Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache							
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	04/22/2018	214506	muir	50005 - OTHER JOB EXPENSE	1,870.00
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	04/24/2018	214556	muir	50006 - OTHER JOB EXPENSE	1,980.00
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	05/13/2018	214736	muir	50007 - OTHER JOB EXPENSE	1,280.00
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	05/21/2018	214646	muir	50008 - OTHER JOB EXPENSE	1,650.00
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	07/14/2018	214885	muir	50009 - OTHER JOB EXPENSE	2,250.00
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	10/01/2018	214986	muir	50010 - OTHER JOB EXPENSE	2,750.00
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	11/08/2018	214999	muir	50011 - OTHER JOB EXPENSE	1,750.00
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	11/08/2018	215008	muir	50012 - OTHER JOB EXPENSE	2,810.00
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	11/21/2018	215091	muir	50013 - OTHER JOB EXPENSE	2,250.00
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	12/28/2018	215105	muir	50014 - OTHER JOB EXPENSE	3,870.00
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	01/12/2019	215219	muir	50015 - OTHER JOB EXPENSE	3,100.00
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	03/21/2019	215331	muir	50016 - OTHER JOB EXPENSE	2,250.00
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	06/28/2019	215446	muir	50017 - OTHER JOB EXPENSE	2,250.00
Total Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache							30,060.00
Total CAL-STORM COMPLIANCE - INC.							30,060.00
TOTAL							30,060.00

**The Nazerian Group**  
**Job Costs by Vendor and Job Detail**  
April 18, 2018 through July 31, 2019

	Name	Type	Date	Num	Memo	Account	Amount
<b>MODSPACE</b>							
<b>Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache</b>							
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	05/16/2018	502445290		50005 · OTHER JOB EXPENSE	1,810.48
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	06/18/2018	502411793		50005 · OTHER JOB EXPENSE	1,810.48
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	07/18/2018	502480947		50005 · OTHER JOB EXPENSE	1,810.48
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	08/11/2018	502518520		50005 · OTHER JOB EXPENSE	1,810.48
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	09/12/2018	502552566		50005 · OTHER JOB EXPENSE	1,810.48
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	10/12/2018	502622874		50005 · OTHER JOB EXPENSE	1,810.48
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	11/11/2018	502653587		50005 · OTHER JOB EXPENSE	1,810.48
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	12/10/2018	502685758		50005 · OTHER JOB EXPENSE	1,810.48
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	01/12/2019	502685899		50005 · OTHER JOB EXPENSE	1,810.48
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	02/10/2019	502686150		50005 · OTHER JOB EXPENSE	1,810.48
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	03/15/2019	502686983		50005 · OTHER JOB EXPENSE	1,810.48
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	04/15/2019	502687140		50005 · OTHER JOB EXPENSE	1,810.48
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	05/17/2019	502688123		50005 · OTHER JOB EXPENSE	1,810.48
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	06/17/2019	502689241		50005 · OTHER JOB EXPENSE	1,810.48
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	07/18/2019	502690123		50005 · OTHER JOB EXPENSE	1,810.55
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	08/11/2019	502690999		50005 · OTHER JOB EXPENSE	1,810.55
	Total Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache						<u>28,967.82</u>
	Total MODSPACE						<u>28,967.82</u>
<b>TOTAL</b>							<u><b>28,967.82</b></u>

**The Nazerian Group**  
**Job Costs by Vendor and Job Detail**  
April 18, 2018 through July 31, 2019

	Name	Type	Date	Num	Memo	Account	Amount
<b>NATIONAL CONSTRUCTION RENTALS</b>							
<b>Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache</b>							
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	05/16/2018	5040065		50005 · OTHER JOB EXPENSE	1,213.65
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	04/18/2018	5015080		50005 · OTHER JOB EXPENSE	1,213.65
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	06/30/2018	5059110		50005 · OTHER JOB EXPENSE	501.60
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	06/13/2018	5065120		50005 · OTHER JOB EXPENSE	1,213.65
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	07/11/2018	5090629		50005 · OTHER JOB EXPENSE	1,213.65
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	08/08/2018	5116291		50005 · OTHER JOB EXPENSE	1,213.65
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	09/07/2018	5116291		50005 · OTHER JOB EXPENSE	1,213.65
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	10/03/2018	5167534		50005 · OTHER JOB EXPENSE	1,213.65
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	09/05/2018	5141565		50005 · OTHER JOB EXPENSE	1,213.65
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	11/01/2018	5194253		50005 · OTHER JOB EXPENSE	1,213.65
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	11/28/2018	5220067		50005 · OTHER JOB EXPENSE	1,213.65
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	12/11/2018	5231835		50005 · OTHER JOB EXPENSE	112.80
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	01/08/2019	5255675		50005 · OTHER JOB EXPENSE	112.80
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	12/26/2018	5245734		50005 · OTHER JOB EXPENSE	1,213.65
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	01/23/2019	5269945		50005 · OTHER JOB EXPENSE	1,213.65
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	02/05/2019	5280812		50005 · OTHER JOB EXPENSE	112.80
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	02/20/2019	5295350	1905 LINCOLN AVE	50005 · OTHER JOB EXPENSE	1,213.65
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	04/02/2019	5333299	5333299	50005 · OTHER JOB EXPENSE	112.80
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	04/17/2019	5348946	5348946	50006 · OTHER JOB EXPENSE	1,213.88
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	05/01/2019	5361128	5361128	50007 · OTHER JOB EXPENSE	112.80
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	03/20/2019	5321904		50008 · OTHER JOB EXPENSE	1,213.65
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	05/15/2019	5377040		50009 · OTHER JOB EXPENSE	1,213.88
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	05/28/2019	5388350		50010 · OTHER JOB EXPENSE	112.80
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	06/12/2019	5405363		50011 · OTHER JOB EXPENSE	1,046.48
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	06/25/2019	5417310		50005 · OTHER JOB EXPENSE	112.80
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	07/23/2019	5445436		50005 · OTHER JOB EXPENSE	112.80
	Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache	Bill	07/29/2019	5450622		50005 · OTHER JOB EXPENSE	314.06
	Total Pasadena Unified School District:Muir HS Modernization Kitchen and Bleache						<u>22,183.40</u>
	Total NATIONAL CONSTRUCTION RENTALS						<u>22,183.40</u>
	<b>TOTAL</b>						<u><b>22,183.40</b></u>



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

**Topic:** APPROVAL TO AMEND AND INCREASE CONTRACT PAA 75-4 WITH FLEWELLING & MOODY ARCHITECTS FOR THE PASADENA HIGH SCHOOL RENOVATION OF EXISTING BUILDINGS R, S AND T

**RECOMMENDATION:** The Governing Board of the Pasadena Unified School District approves the amendment to contract PAA 75-4 with Flewelling & Moody architects in the amount not to exceed \$75,000.00

**Anticipated Effect on Student Outcomes:** Provides improvements to school facilities in support of 21<sup>st</sup> Century learning environments.

**I. BACKGROUND**

On November 24, 2009 the Board of Education approved the Project Assignment Agreement 75-4 for Pasadena High School with Flewelling & Moody in the amount of \$894,215.00 additionally; there have been 9 amendments to the contract for fee increases totaling to \$869,152.75 with reimbursable fees included that have been approved by the Board. Then again on August 1, 2019 the board approved BR 1437-F with Flewelling & Moody for additional fees for construction administration costs due to the extended time for completion of the construction phase (the original stipulated finish date for the project was to be June 20, 2018 but, due to unforeseen delays, the project's anticipated project completion date is at the end of February 2020. Now Flewelling & Moody has provided a proposal, in the not-to-exceed amount of \$75,000.00 for extended services through the end of February 2020.

**II. STAFF ANALYSIS**

District staff recommends approving the amendment to increase, in the amount of \$75,000, the PAA 75-4 agreement with Flewelling & Moody Architects. The request for additional compensation of (not to exceeded) \$15,000.00 per month from October 2019 through February 2020 for additional duration of construction at Pasadena High School.

**Attachment:** Flewelling & Moody Fee Proposal

**III. FISCAL IMPACT**

Funds in an amount not to exceed \$75,000.00 are available in the Pasadena High School 02 a Modernize Gymnasium Complex account resulting in the balance of \$181,855.45 pending a budget transfer of \$16,855.00 in said account as of November 13, 2019.

**Pasadena Unified School District**

**Board of Education Agenda:** November 21, 2019

**Submitted by:** Nelson A. Cayabyab  
Nelson Cayabyab, Chief Facilities Officer

**Funding title/code:**

Name: Pasadena High School 02 a Modernize Gymnasium Complex

String: 21.1-95075.0-00000-85000-6210-0840000

Approved:

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Brian O. McDonald, Ed.D.  
Superintendent

Originator: Sam Maissian, Project Manager

815 Colorado Blvd.  
Suite 200  
Los Angeles, CA 90041  
323 . 543 . 8300  
flewelling-moody.com



October 31, 2019

Mr. Nelson Cayabyab  
Chief Facilities Officer  
**Pasadena Unified School District**  
740 West Woodbury  
Pasadena, CA 91103

**RE: Increased Construction Duration & Timeline  
Pasadena High School – Phase I  
Gymnasium and Locker Room Buildings Modernization**

Dear Mr. Cayabyab,

Pursuant to Flewelling & Moody's additional service request letter dated November 28, 2018, and approved Board Reports No. 1390-F and No. 1437-F (attached for reference), We are requesting additional compensation of (not to be exceeded) \$15,000.00 per month from October 2019 through February 2020 for additional duration of construction at Pasadena High School. Per current project status anticipated project completion date is at the end of February 2019. Please let us know if you have any questions and/or concerns.

Thank you for your assistance,

Sincerely,  
**Flewelling & Moody**

Sam Sahand, Architect  
Senior Project Manager

**REVIEWED & APPROVED  
CHIEF FACILITIES OFFICER**

NOV 04 2019

  
Nelson M. Cayabyab

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

**Topic:** AMENDMENT TO CONTRACT PAA 75-4 WITH FLEWELLING & MOODY ARCHITECTS FOR THE PASADENA HIGH SCHOOL RENOVATION OF EXISTING BUILDINGS R, S AND T

**RECOMMENDATION:** The Governing Board of the Pasadena Unified School District approves the amendment to contract PAA 75-4 with Flewelling & Moody architects in the amount not to exceed \$150,000.00

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

**I. BACKGROUND**

On November 24, 2009 the Board of Education approved the Project Assignment Agreement 75-4 for Pasadena High School with Flewelling & Moody in the amount of \$859,822.00. Additionally, there have been 6 amendments for fee increases in the total amount of \$610,798.55 approved by the Board. At this time, Flewelling & Moody is requesting additional fees for construction administration costs due to the extended time for completion of the construction phase (the original stipulated finish date for the project was to be June 20, 2018 but, due to unforeseen delays, the project is not yet completed). Flewelling & Moody has provided a proposal, in the not-to-exceed amount of \$150,000.00 for extended services through the date of April 30, 2019.

**II. STAFF ANALYSIS**

District staff recommends approving the amendment to increase, in the amount of \$150,000.00, the PAA 75-4 agreement with Flewelling & Moody Architects. This amount includes billing for 5 previous months (July 1, 2018 through November 30, 2018) at \$18,000.00 per month and a fee of \$15,000.00 per month for four more months (through the completion of the project on April 2019).

The Facilities Committee vetted this Board Report on January 17, 2019.

**Attachment:** Flewelling & Moody Fee Proposal

**III. FISCAL IMPACT**

Funds in an amount not to exceed \$150,000.00 are available in the Measure TT PHS Modernization Gymnasium Complex account.

**Pasadena Unified School District  
Board of Education Agenda:** January 24, 2019  
**Prepared by:** Nelson Cayabyab, Chief Facilities Officer

**Funding code:** 21.1-95075.0-00000-85000-6210-0840000

Originator: Nelson Cayabyab, Chief Facilities Officer

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

**Topic:** APPROVAL TO AMEND AND INCREASE CONTRACT PAA 75-4 WITH FLEWELLING & MOODY ARCHITECTS FOR THE PASADENA HIGH SCHOOL RENOVATION OF EXISTING BUILDINGS R, S AND T

**RECOMMENDATION:** The Governing Board of the Pasadena Unified School District approves the amendment to contract PAA 75-4 with Flewelling & Moody architects in the amount not to exceed \$90,000.00

**Anticipated Effect on Student Outcomes:** Provides improvements to school facilities in support of 21<sup>st</sup> Century learning environments.

**I. BACKGROUND**

On November 24, 2009 the Board of Education approved the Project Assignment Agreement 75-4 for Pasadena High School with Flewelling & Moody in the amount of \$894,215.00 additionally; there have been 7 amendments for fee increases in the total amount of \$762,298.55 approved by the Board. At this time, Flewelling & Moody is requesting additional fees for construction administration costs due to the extended time for completion of the construction phase (the original stipulated finish date for the project was to be June 20, 2018 but, due to unforeseen delays, the project is not yet completed). Flewelling & Moody has provided a proposal, in the not-to-exceed amount of \$90,000.00 for extended services through the date of September 30, 2019.

**II. STAFF ANALYSIS**

District staff recommends approving the amendment to increase, in the amount of \$90,000.00, the PAA 75-4 agreement with Flewelling & Moody Architects. This amount will be billed at \$15,000.00 per month for 6 more months.

**Attachment:** Flewelling & Moody Fee Proposal

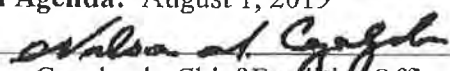
**III. FISCAL IMPACT**

Funds in an amount not to exceed \$105,000.00 are available in the Pasadena High School 02 a Modernize Gymnasium Complex account resulting in the balance of \$90,000.00 pending a budget transfer of \$53,706.76 in said account as of August 1, 2019.

**Pasadena Unified School District**

**Board of Education Agenda:** August 1, 2019

**Submitted by:** \_\_\_\_\_

  
Nelson Cayabyab, Chief Facilities Officer

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

**Topic:** APPROVAL TO AMEND AND INCREASE CONTRACT PAA 75-5 WITH  
FLEWELLING & MOODY ARCHITECTS FOR THE PASADENA HIGH SCHOOL  
PHS CAMPUS APPEARANCE/IDENTITY PROJECT

**RECOMMENDATION:** The Governing Board of the Pasadena Unified School District approves the amendment to contract PAA 75-5 with Flewelling & Moody architects in the amount not to exceed \$26,740.00

**Anticipated Effect on Student Outcomes:** Provides improvements to school facilities in support of 21<sup>st</sup> Century learning environments.

**I. BACKGROUND**

On November 24, 2009 the Board of Education approved the Project Assignment Agreement 75-5 for Pasadena High School with Flewelling & Moody in the amount of \$98,280 with reimbursable fees included the purchase order 49753 was issued for this initial contract authorization.

**II. STAFF ANALYSIS**

District staff recommends approving the amendment to increase, in the amount of \$26,740.00 the PAA 75-5 agreement with Flewelling & Moody Architects. The proposal is for existing baseball field to be added to Phase 3 Campus Identity Project at Pasadena High School.

**Attachment:** Flewelling & Moody Fee Proposal

**III. FISCAL IMPACT**

Funds in an amount not to exceed \$26,740.00 are available in the Pasadena High School 02 b Campus Appearance/Identity account resulting in the balance of \$75,718.28 in said account after processing BT 084-1105 as of November 13, 2019.

**Pasadena Unified School District**

**Board of Education Agenda:** November 21, 2019

**Submitted by:**

  
Nelson Cayabyab, Chief Facilities Officer

**Funding title/code:**

Name: Pasadena High School 02 b Campus Appearance/Identity

String: 21.1-95080.0-00000-85000-6210-0840000

Approved:

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Brian O. McDonald, Ed.D.  
Superintendent

Originator: Nelson Cayabyab, Chief Facilities Officer

815 Colorado Blvd.  
Suite 200  
Los Angeles, CA 90041  
323.543.8300  
flewelling-moody.com



November 1, 2019

Mr. Nelson Cayabyab  
Chief Facilities Officer  
**Pasadena Unified School District**  
740 West Woodbury  
Pasadena, CA 91103

**RE: Amendment to PAA 75-5  
Pasadena High School - Campus Identity  
Baseball Field Improvements**

Dear Mr. Cayabyab,

Thank you for the opportunity for continued work with Pasadena Unified School District. We are pleased to provide the attached proposal for your consideration for **"Improvements at Existing Baseball Field"** to be added to Phase 3 Campus Identity project at Pasadena High School.

Scope of work shall be to provide:

- Design provisions for landscape, irrigation, and minor grading of the existing Baseball Field as indicated on the attached proposal from Landscape Architect Consultant.
- Design provisions for repair of existing Baseball Field perimeter fence.
- Design provisions for replacement of existing Swimming Pool perimeter fence privacy screen.
- Design provisions for new ADA ramp where existing walkway exceeds 5% slope.
- Provide construction phasing plan.

We are requesting modification of the current PAA 75-5 in the following amount to provide the required services.

**Proposed fees:**

a. Landscape Architect proposed fee:	<b>\$13,740.00</b>
b. F&M proposed fee (Includes 15% of Consultant's fee above):	<b>\$10,000.00</b>
c. Reimbursable expenses budget (not to exceed amount):	<b>\$3,000.00</b>

<b><u>Total proposed fee:</u></b>	<b><u>\$26,740.00</u></b>
-----------------------------------	---------------------------





The proposed fee increase is based on the architect's fee schedule referenced in the Master Agreement as Exhibit "C" and computed in the same manner as the original fee. The original allocated reimbursable amount shall be adjusted in the amount indicated on this proposal to include the added scope of work.

Please let us know if you have any questions regarding the proposed amendment.

Sincerely,  
**Flewelling & Moody**



Sam Sahand, Architect  
Project Manager

REVIEWED & APPROVED  
CHIEF FACILITIES OFFICER

NOV 04 2019

  
Nelson M. Cayabyab



**SIGN  
HERE**

Scope accepted & authorized to proceed by: \_\_\_\_\_ Date: \_\_\_\_\_



**PROPOSAL FOR  
LANDSCAPE ARCHITECTURE SERVICES**

**Pasadena High School – Field Improvements  
Pasadena Unified School District, California**

13 September 2019 (Revised)

Mr. Sam Sahand, Architect  
FLEWELLING & MOODY  
815 Colorado Blvd., Suite 200  
Los Angeles, CA 90041

via email: [ssahand@flewelling-moody.com](mailto:ssahand@flewelling-moody.com)

Dear Mr. Sahand,

Thank you for the opportunity to submit this proposal for landscape architecture design and consulting services in connection with the Pasadena High School Varsity Baseball and adjacent Practice Field Improvements project located at 2925 East Sierra Madre Blvd. in Pasadena, California.

This correspondence outlines the general nature of the services we will provide for Flewelling & Moody ("Client"), our respective responsibilities and the manner in which we will charge for our fees and out-of-pocket services. Upon your approval, we will complete the following tasks for the above-mentioned project:

**SCOPE OF WORK**

**Task I – Programming, Site Assessment, and Design Development**

- Coordinate and conduct one (1) "kick-off" programming meeting with the Client/District and project team to clarify roles and responsibilities, and discuss the overall project goals, priorities, concerns, and schedule
- Conduct concurrent on-site reconnaissance of to analyze existing conditions and site features, and identify opportunities and constraints, review exiting drainage concerns
- Review project related documents: preliminary site plans, grading/drainage plans
- Prepare a 65% irrigation plan depicting the following:
  - Proposed sprinkler head and electric valve layout, piping, and related legend
- Prepare a 65% grading plan depicting the following:
  - Proposed grading and drainage modifications, and related legend
- Review 65% plans with Client/District

**Deliverables:**

- Attend one (1) programming meeting and concurrent site-reconnaissance
- 65% Grading & Drainage Plan for drainage problem area only
- 65% irrigation Plan

### **Task II – Construction Documents**

- Prepare 100% final landscape construction documents to include:
  - Grading & Drainage Plan for the drainage problems areas only,
  - Irrigation Plan
- Prepare related landscape construction details and specifications
- Provide digital copies of final construction documents to Client for submittal and use
- Prepare responses and/or revisions based on plan-check comments related to the above scope of work

#### **Deliverables:**

- Final landscape construction plans for grading/drainage and irrigation
- Related legends, notes, construction and landscape details, and narrative specifications
- Plan-check corrections related to this scope-of-work, as needed

### **Task III – Bidding Process and Award**

- Assist Client/District with pre-bid conference with answering questions and/or clarifications, as needed, (if attendance is required an extra fee will be charged to attend)
- Prepare addenda as needed, and assist Client/District with reviewing prospective contractors' qualifications, references, proposals, bids, or alternatives

### **Task IV – Construction Administration**

- Review and comment on submittals and requests for information (RFIs) includes submittal review and response to the previous campus identity phase of work.
- Site Observation is will be conducted with the previous campus identity phase of work.

### **CLIENT RESPONSIBILITIES**

The Client/District will clearly communicate the desired site and landscape amenities, any budgetary or scheduling constraints, and prioritize specific areas of concern. The Client/District will provide timely input and responses throughout the process. All pertinent information related to the project shall be provided by the Client, including: final site plan, topographic surveys and, utility information (all in AutoCAD format).

**Assumptions** – Our Scope of Work is based on current site plans (dated January 2015), as provided by Client; any changes to the scope-of-work, including site plan changes, outdated and/or incorrect plans, may incur additional costs. District will provide a new topographic survey of the area showing one foot contours and relative spot elevations for the current design work.

**ESTIMATED PROJECT FEES**

Oasis Associates, Inc. shall provide the aforementioned Scope of Work on a time and materials basis. For budgeting purposes, the professional fees are distributed as follows:

<b><u>Task</u></b>	<b><u>Professional Fees</u></b>
I. Programming & Design Development.....	\$ 3,325.00
II. Construction Documents.....	\$ 6,965.00
III. Bid and Award.....	\$ 460.00
IV. Construction Administration.....	\$ 2,990.00
<b>TOTAL ESTIMATED FEES &amp; EXPENSES.....</b>	<b><u>\$ 13,740.00</u></b>

These services will be billed on a monthly basis in accordance with our standard professional fee schedule, and payment is due within thirty (30) days. All deliverable items will be in digital format only.

**Extra services** – At your request, additional services to the Scope of Work (e.g. extra design work and/or meetings, etc.) will be handled on an hourly basis per the attached fee schedule, following written approval by the Client.

If this proposal/contract meets your approval, please sign below where indicated and return to our office, which will serve as our notice-to-proceed.

If you would like to discuss this proposal in greater detail, please feel free to contact me. Thank you for your time and consideration.

Respectfully submitted,  
OASIS ASSOCIATES, INC.



Michael Cripe, ASLA  
Principal Landscape Architect

AUTHORIZED TO PROCEED:  
FLEWELLING & MOODY

\_\_\_\_\_  
Date: \_\_\_\_\_

Attachment: Professional Fee Schedule  
c: 18-0076

• PROFESSIONAL FEE SCHEDULE •

PERSONNEL CHARGES – Hourly Rates

Principal Planner.....	\$ 150.00/hr.
Principal Landscape Architect/.....	\$ 135.00/hr.
Associate Planner.....	\$ 105.00/hr.
Associate Landscape Architect.....	\$ 95.00/hr.
Graphic Designer.....	\$ 95.00/hr.
Irrigation Designer.....	\$ 95.00/hr.
Project Manager.....	\$ 90.00/hr.
Construction Administrator.....	\$ 90.00/hr.
Executive Assistant.....	\$ 70.00/hr.
Technical/Administrative Assistant.....	\$ 65.00/hr.

REIMBURSABLE EXPENSES – Direct Charges

Charges for special outside services, equipment or facilities not furnished directly by Oasis Associates, Inc. will be added to the monthly invoice as a reimbursable expense. Such charges may include, but are not limited to, the following:

Outside services, equipment or facilities	Permit fees
Printing, scanning, photographic reproduction	Sub-consultant fees*
Postage/shipping charges	Telecommunication
Travel outside of San Luis Obispo County	Facsimile

\*Any professional fees for sub-consultants may incur a ten percent (10%) administration fee.

*NOTE: Rates are subject to change from time to time to reflect increased costs.*

February 2016

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

**Topic:** APPROVAL TO AWARD BID NO. 04-18/19 DISTRICTWIDE UNIT COST PRICING FOR ROOFING TO WESTERN STATES ROOFING, INC.

**RECOMMENDATION:** The Governing Board of the Pasadena Unified School District accepts to award Bid No. 04-18/19 Districtwide unit cost pricing for roofing to Western States Roofing, Inc.

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

**I. BACKGROUND**

On May 23, 2019 a mandatory bidders conference and job walk was conducted at the District Service Center located at 740 W. Woodbury Road, Altadena, CA for the Bid No. 04-18/19 Districtwide unit cost pricing for roofing. Three contractors attended and submitted sealed bids on June 7, 2019. On September 26, 2019 the board approved to award the Bid No. 04-18/19 districtwide unit cost pricing for roofing to western states with the not to exceed amount of \$50,000.00 per fiscal year.

**II. STAFF ANALYSIS**

Staff has identified funding for the proposal for McKinley roof project submitted by Western States Roofing in the amount of \$250,000.00 and recommends that the Board of Education increases the not to exceed amount for roofing projects district wide in the amount not to exceed \$300,000.00 (\$50,000.00 for various roofing projects district wide and \$250,000.00 for the McKinley roof project)

**Attachment:** Proposal for the McKinley roof

**III. FISCAL IMPACT**

Funds in the amount not to exceed \$300, 000.00 per fiscal year are available in the Routine restricted resource and may be supplemented by Measure TT fund McKinley site accounts.

Pasadena Unified School District  
Board of Education Agenda: November 21, 2019  
Submitted by: Nelson Cayabyab  
Nelson Cayabyab, Chief Facilities Officer

**Funding title/code:**

**Name:** General Fund Routine Restrictive account

**String:** 01.-81500.0-00000-81100-4310-0002198

Approved:

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Brian O. McDonald, Ed.D. Superintendent

Originator: Nelson Cayabyab, Chief Facilities Officer.



**Western States Roofing  
License # 993251**

Attachment: BR 1467-F  
November 21, 2019

18605 Parthenia St.  
Northridge, Ca. 91324  
(818)773-9471  
(818)718-1240 Fax

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**Owner:** Pasadena USD  
**Attention:** Michael  
**Project Name:** McKinley Buildings A, B & C

**Email Address:** dunning.michael@pusd.us

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**Reroof BLDG C  
Unit Cost Pricing Applied  
11,961 Sq Ft**

1. Tear off existing roof and haul away all trash and debris @ 1.50 per Sq Ft line item# 103
2. Install Stress Ply Plus Mineral in Hot Asphalt per Section 075200 @ 11.50 per ft Line #116
3. Install new Lead Jacks with 4 inch flange on all penetrations
4. Apply Title 24 White Star Coating over new built up roof @ 6.50 per sq ft line # 202
5. Install 348 feet of new surface mounted counter flashing @ 8.00 per foot Line # 189
6. Remove and Replace existing Skylight with safety cage if needed and seal
7. Remove and replace Roof Hatch with new and seal
8. Clean up and haul away all roof related trash and debris
  
9. Remove existing roof material around 12 drains on Building B and reroof with Torch base and cap line #198 1,200.00 x 12
10. Install 1 new exterior access ladder with safety door attached to building B
11. Install 2 new exterior access ladders 1 with safety door attached to building A

**Reroof Amount: 273,262.00**

Submitted by:

Preston Reeves  
Date: 10/15/18

Approved by-----

Date -----



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

**Topic:** NAMING OF VARIOUS ART SPACE ROOMS AT ALTADENA ARTS  
MAGNET ELEMENTARY SCHOOL

**RECOMMENDATION:** The Governing Board of the Pasadena Unified School District approves the Request and Authorization of Establishment of a Committee to Name Various Art Space Rooms at Altadena Arts Magnet Elementary School

**I. BACKGROUND**

As a school community, the parents and staff of Altadena Arts Magnet Elementary School are requesting authorization to begin the process of naming various art space rooms at Altadena Arts Elementary School. See attached letter for the reasoning behind this request.


**II. STAFF ANALYSIS**

Pursuant to Board Policy 7310, in order to begin the process of an official name change, the Board of Education must formally approve proceeding with the establishment of a committee, which will in turn prepare a written recommendation to the Board for approval.

**Attachment:** Letter from Dr. Benita Scheckel, Principal, Altadena Arts Magnet Elementary School

**III. FISCAL IMPACT**

N/A

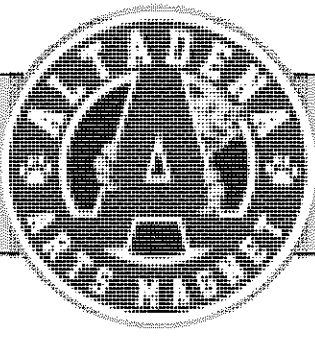
Pasadena Unified School District  
Board of Education Agenda: November 21, 2019  
Submitted by:   
Nelson Cayabyab, Chief Facilities Officer

**Funding code:** N/A

Approved:

\_\_\_\_\_  
Brian O. McDonald, Ed.D. Superintendent

Originator: Nelson Cayabyab, Chief Facilities Officer



## From the Office of the Principal

*Many Voices. One Song. Rising to Greatness!*

November 4, 2019

Dear Superintendent Dr. Brian McDonald and PUSD Board Members,

On behalf of our Altadena Arts Magnet community, I am writing to request that we name our new arts spaces for prominent arts and education leaders in our region. As you know, Altadena Arts Magnet is having an exciting renaissance as we are quickly becoming the premier arts and French dual language elementary school in the San Gabriel Valley! There are many factors that lead a school to greatness, but one important feature is a school's connection to industry professionals who can bring cache and resources to a campus.

Therefore, we are excited to name the following spaces for these industry professionals and community leaders:

Black Box Theatre: **Matthew Lillard**

Music Studio: **Patrice Rushen**

Dance Studio: **Lula Washington**

Art Studio: **Keni James**

Kiln: **Artis Lane** for Sculpture

Art Gallery: **Bettye Holliday**

Arts Garden: **MonteCedro & Dr. Eunice Elizabeth Nash**

Each of these people has a special connection to Altadena Arts Magnet and we are so grateful they are willing to become permanent partners with us as we continue to build the elementary school of our dreams. Please see the attached fact sheet of each of our honorees.

Thank you for your consideration.

Respectfully,

Dr. Benita Scheckel, Principal



## From the Office of the Principal

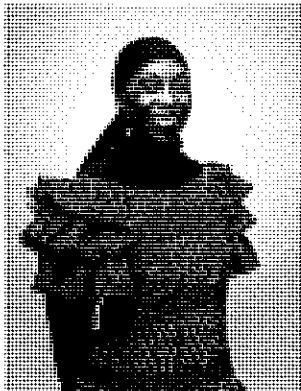
*Many Voices. One Song. Rising to Greatness!*



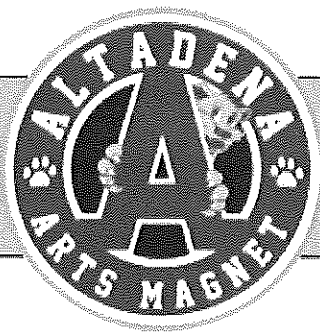
**Matthew Lillard** is an American actor, voice actor, director, and producer. His early film work includes Chip Suthph in *Serial Mom* (1994), Emmanuel "Cereal Killer" Goldstein in *Hackers* (1995), Stu Macher in *Scream* (1996), Stevo in *SLC Punk!* (1998), Tim LaFlour in *Senseless* (1998) and Billy Brubaker in *Summer Catch* (2001). He played Shaggy Rogers in two live action Scooby-Doo movies, *Scooby-Doo* (2002) and *Scooby-Doo 2: Monsters Unleashed* (2004), and in animation, he's been the voice of Shaggy since Casey Kasem retired from the role in 2009.<sup>[1]</sup>



**Patrice Louise Rushen** is an American jazz pianist and R&B singer. She is also a composer, record producer, multi-instrumentalist, songwriter, and music director. Her 1982 single, "Forget Me Nots", received a Grammy Award nomination for Best Female R&B Vocal Performance. Considered one of the world's top jazz pianists, she has performed with and produced for such esteemed artists as Stevie Wonder, Herbie Hancock, Prince, Nancy Wilson, Sheena Easton, Carlos Santana and Freddie Hubbard. Rushen received an Honorary Doctorate of Music degree in 2005, from Boston's prestigious Berklee College of Music for her "outstanding contribution to music and culture" where she is also the Ambassador For Artistry In Education. Ms. Rushen is the Chair of Popular Music at the USC Thornton School of Music.

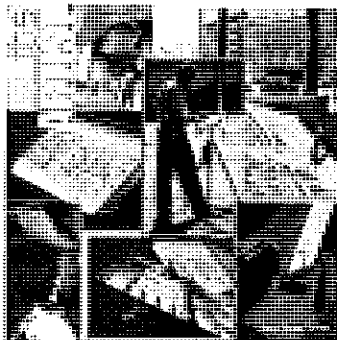


**Lula Washington** is Founder and Artistic Director of the Lula Washington Dance Theatre (LWDT). Lula founded the Company in 1980 with her husband Erwin Washington to provide a creative outlet for minority dance artists in the inner city. Today, Lula and her Company are revered across the United States and around the world. The Company has danced in over 150 cities in the United States, as well as abroad in Germany, Spain, Kosovo, Mexico, Canada, China, and Russia.



## From the Office of the Principal

*Many Voices. One Song. Rising to Greatness!*



**Keni James** is a visual artist with his studio located in Altadena, CA. He paints primarily 'en plain air' (outdoors). He has captured scenes in his travels across the United States and in Africa, Brazil, Germany, Mexico and the United Kingdom. Keni has worked as a lead set painter and scenic artist. When Keni is not painting outdoors, he is often in his studio painting portraits of residential and commercial properties from photos submitted by clients. He does this through his business, Keni Arts Int'l.

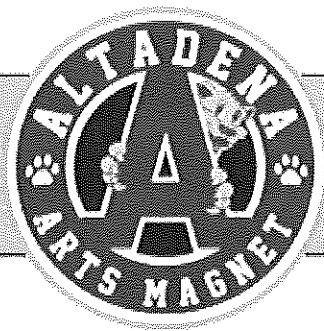


**Artis Lane** is a Black Canadian sculptor and painter who was born in North Buxton, a small town near Chatham in Ontario, Canada,<sup>[1]</sup> in a community largely populated by the descendants of slaves who emigrated to Canada on the Underground Railroad. The *St. James Guide to Black Artists* describes Artis Lane's sculpture as "primarily concerned with portraying what she sees as enduring spiritual truths. These truths are that the growth of

spiritual awareness is continuous and that nobody ever arrives at perfection. In addition, spiritual awareness connects humans with a universal force." <sup>[2]</sup>*Sojourner Truth* (2009)

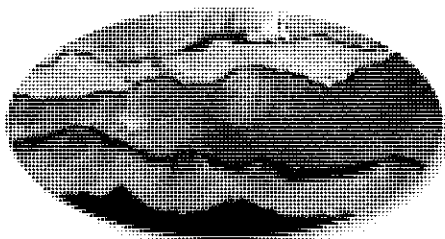


**Bettye Lou Smith Holliday** passed away on March 14, 2018. Bettye was an educator in the Compton Unified School District and in the Pasadena Unified School District. She ended her career as Principal of Altadena Elementary School. Bettye was an active member of Friendship Pasadena Church, and of Delta Sigma Theta Sorority, Inc., among many other organizations.



## From the Office of the Principal

*Many Voices. One Song. Rising to Greatness!*



# MonteCedro

The art of Creative Living

is a proud community partner of Altadena Arts Magnet providing donations of \$1,000.00 per year for their Arts Garden. Nestled in the foothills of Altadena, surrounded by the grandeur of the San Gabriel Mountains, you will come upon MonteCedro, the newest senior living community built in greater Los Angeles in 20 years—a community unlike anything you've seen before.



Dr. Eunice Elizabeth Nash passed away on April 22,. She was the proud aunt of our own beloved, Ms. Regina Major. Ms. Major has donated money in her aunt's name to build our arts garden. Dr. Nash earned a Bachelor and Master's degree from the University of California Long Beach and a Doctor of Education from the University of LaVerne where she was an adjunct professor of Educational Management. She served as the superintendent of Southern California Regional Occupational Center (SCROC) in Torrance until her retirement. Later, she became a member and president of the SCROC retirement organization.

Also, she was a Court Appointed Special Advocates (CASA) and president of the American Association of University Women (AAUW) from 2015-2017. Liz was honored by the Torrance City Council and California State Assembly and received a U.S. Congress Certificate of Congressional Commendation for her invaluable service to the community.

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

**Topic:** APPROVAL OF CHANGE ORDER NO. 1 FOR PUSD BID NO #03-18/19 WASHINGTON ES AND MS FIELD RENOVATION PROJECT TO SHENK DEVELOPERS AND ACCEPT PROJECT AS COMPLETE

**RECOMMENDATION:** The Governing Board of the Pasadena Unified School District approves Change Order No. 1 in the amount of \$16,753.00 and accepts the project as complete.

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

**I. BACKGROUND**

Washington ES and MS, received field & track to complete and compliment the Sports complex construction of a new gym completed in 2015 and a new classroom building completed in 2017. On March 21 and March 28, 2019, legal advertisements were placed in the Pasadena Journal Newspaper. Four (4) companies attended the Mandatory Pre-Bid Meeting on April 2, 2019. On April 23, 2019 there were two (2) contractors who submitted their bids. The apparent lowest responsive Bid was received from Shenk Developers in the amount of \$2,272,200.00, including a \$100,000.00 allowance. The scope of work included site work, installation of new irrigation system, new grass fields, DG track surfacing, and sports field equipment.

**II. STAFF ANALYSIS**

District staff recommends the approval of Change Order No. 1 with Shenk Developers for the Washington ES and MS Field Renovation Project (Bid No. #03-18/19) in the amount of \$16,753.00. This change order will have an overage of less than 1% impact and will change the contract amount of \$2,272,200.00 to \$2,288,953.00. The project is considered complete and a request is made for staff to file the Notice of Completion immediately upon board approval.

**Attachment:** Change Order No #1

**III. FISCAL IMPACT**

This contract increases by \$16,753.00 for a new total not to exceed \$2,288,953.00 funds in the amount of \$16,753.00 are available in the Measure TT Washington ES/MS Athletic Field & Track Improvements Project, resulting in the new balance of \$194,042.50 in said account as of November 14, 2019.

**Pasadena Unified School District**

**Board of Education Agenda:** November 21, 2019

**Prepared by:** Nelson Cayabyab  
Nelson Cayabyab, Chief Facilities Officer

**Funding title/code:**

Name: Washington ES/MS Athletic Field & Track Improvements

String: 21.1-95081.0-00000-85000-6270-0760000

Approved:

Brian O. McDonald, Ed.D. Superintendent

Originator: Nelson Cayabyab, Chief Facilities Officer

# CHANGE ORDER

## Distribution to:

OWNER: • Pasadena Unified S.D.  
ARCHITECT: • Jeffrey Yamamoto  
LPA, Inc.  
CONTRACTOR: • Shenk Developers

**PROJECT: Field Renovation Project at  
Washington ES/MS**  
1505 Raymond Avenue/1520 Marengo Avenue  
Pasadena, CA 91105

Change Order No.....1  
Date: November 21, 2019  
District's Project No: 03-18/19  
Architect's Project No: 2904.520  
Contract Date: June 20, 2019

## **TO CONTRACTOR**

Shenk Developers  
210 N. Central Avenue, Suite 225  
Glendale, CA 91203

**You are directed to make the following changes in this Contract as described in  
'ATTACHMENT 'A' on the attached pages for each item description of changes.**

Not valid until signed by the Owner, Architect and Contractor. Signature of the Contractor indicates his agreement herewith, including any adjustment in Contract Sum or Contract Time.

The original Contract Sum with Allowance:	\$ 2,272,200.00
Original Allowance in Base Contract is:	\$ 100,000.00
Net Change by previously authorized Change Orders:	\$ .00
The Contract Sum prior to this Change Order was:	\$ 2,272,200.00
Amount used in the Allowance:	\$ 100,000.00
The Contract Sum will be <u>increased</u> by this Change Order amount:	\$ 16,753.00
The new Contract Sum amount is:	\$ 2,288,953.00
The Contract Time will be <u>increased by</u> [ 0 ] Days per this Change Order.	

## ARCHITECT

LPA, Inc.  
5161 California Avenue  
Irvine, CA. 92617

(Signature)

BY Mr. Jeffrey Yamamoto

DATE \_\_\_\_\_

## CONTRACTOR

Shenk Developers  
210 N. Central Ave., Ste. 225  
Glendale, CA 91203

(Signature)

BY VAHAK MAGHAKIAN

DATE 11/14/2019

Authorized:

## OWNER

Pasadena Unified School Dist.  
351 South Hudson Avenue  
Pasadena, CA 91109

(Signature)

BY Mr. Nelson Cayabyab

DATE \_\_\_\_\_



**WASHINGTON ELEMENTARY & MIDDLE SCHOOL  
FIELD RENOVATION PROJECT (LPA, Inc # 2904.502)  
CHANGE ORDER #1**

**ATTACHMENT 'A'**

**Item 1**

Description: Repair/Replace Damaged Field Lighting conduits ADD \$3,524.00  
(Reference: COP #1)

Requested by: District

Reason: During Demo, hit shallow conduits, causing damage to the wire, District agreed to share the cost.

**Item 2**

Description: Relocation of 3 portables DEDUCT -\$14,382.00  
(Reference: COP #2)

Requested by: District

Reason: 3 Portables were relocated off site by another vendor.

**Item 3**

Description: Repair Wall and Fence on Raymond per owner's request ADD \$12,660.00  
(Referenced: COP #3)

Requested by: District

Reason: At Districts request, repair spauling concrete wall and finish wrought iron fencing panels on Raymond

**Item 4**

Description: Additional Decomposed Granite (DG), on South ADD \$10,278.00  
end of track  
(Reference: COP #4)

Requested by: District

Reason: Added work. Not part of bid documents.

**Item 5**

Description: Repair/Replace missing concrete curb on North ADD \$3,167.00  
end of track, per District's request.  
(Reference: COP #5)

Requested by: District

Reason: Added work, Not part of bid documents

**Item 6**

Description: Provide and install new bleachers ADD \$25,486.00  
(Reference: COP #6)

Requested by: District

Reason: F & E, spectator seating for facility use, not part of the bid documents

**WASHINGTON ELEMENTARY & MIDDLE SCHOOL  
FIELD RENOVATION PROJECT (LPA, Inc # 2904.520)  
CHANGE ORDER #1**

**Item 7**

Description: Remove and Replace 2 sets of Gates on Howard at Marengo and between the two campuses (Reference: COPR #7) ADD \$54,630.00

Requested by: District

Reason: Remove damaged Chain link gates and replace with New wrought iron Gates matching the existing Wrought Iron Fencing.

**Item 8**

Description: Remove and Replace 1 set of Gates on Howard at Raymond (Reference: COP #8) ADD \$21,390.00

Requested by: District

Reason: Remove damaged Chain link gates and replace with New wrought iron Gates matching the existing Wrought Iron Fencing

<b>CHANGE ORDER AMOUNT</b>	<b>\$116,753.00</b>
<b>ALLOWANCE DECREASE</b>	<b><u>\$100,000.00</u></b>

<b>TOTAL CHANGE ORDER AMOUNT</b>	<b>\$16,753.00</b>
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<b>Time extension added to the contract:</b>	<b><u>' 0 ' Days</u></b>
--	--------------------------

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

**Topic:** APPROVAL TO ACCEPT THE MEASURE “TT” GENERAL OBLIGATION BOND  
BUILDING FUND OF PASADENA UNIFIED SCHOOL DISTRICT AUDIT REPORT  
FOR FISCAL YEAR 2018-19

**RECOMMENDATION:** The Governing Board of the Pasadena Unified School District approves to accept the Measure “TT” General Obligation Bond building fund of Pasadena Unified School District Audit Report for the Fiscal Year ended June 30, 2019.

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

**I. BACKGROUND**

On November 4, 2008, the voters of the Pasadena Unified School District approved by more than 55% Measure “TT”, authorizing the issuance and sale of \$350million of general obligation bonds. On September 17, 2009, the District issued Series 2009A of the Election of 2008 General Obligation bonds in the amount of \$125 million. On July 3, 2012, the District issued Series 2012 in the amount of \$125 million. On May 25, 2016, the District issued Series 2016 in the amount of \$100 million. The bonds were issued to finance the construction and modernization of school facilities and to pay costs of issuance of the bonds.

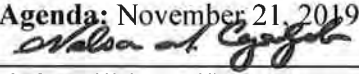
**II. STAFF ANALYSIS**

District staff recommends accepting as reported the Audit report for the Measure “TT” General Obligation Bond Building Fund of Pasadena Unified School District for the Fiscal Year ended June 30, 2019.

**Attachment:** Audit Report

**III. FISCAL IMPACT**

The total cost of the audit will not exceed \$10,500.00 funds are available in the Measure TT account for Bond Administration, resulting in the new balance \$0.00

**Pasadena Unified School District**  
**Board of Education Agenda:** November 21, 2019  
**Submitted by:**   
Nelson Cayabyab, Chief Facilities Officer

**Funding title/code:**

Name: District Service Center Facilities Administration  
String: 21.1-95000.0-00000-85000-5820-0000710

Approved:

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Brian O. McDonald, Ed.D. Superintendent

Originator: Nelson Cayabyab, Chief Facilities Officer

**MEASURE TT BOND BUILDING FUND OF  
PASADENA UNIFIED SCHOOL DISTRICT**

**AUDIT REPORT**

**FOR THE YEAR ENDED  
JUNE 30, 2019**



**MEASURE TT BOND BUILDING FUND  
PASADENA UNIFIED SCHOOL DISTRICT  
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JUNE 30, 2019**

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**MEASURE TT BOND BUILDING FUND  
PASADENA UNIFIED SCHOOL DISTRICT  
INTRODUCTION AND CITIZENS' BOND OVERSIGHT COMMITTEE MEMBER LISTING  
JUNE 30, 2019**

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Pasadena Unified School District (the "District") consists of four high schools, one continuation school, three middle schools, twenty elementary schools, and three charter schools supported by a District Office and a service center facility. The District serves approximately 20,000 students.

On November 4, 2008, the voters of the Pasadena Unified School District approved by more than 55% Measure TT, authorizing the issuance and sale of \$350,000,000 of general obligation bonds. Measure TT is a Proposition 39 bond. On September 17, 2009, the District issued Series 2009A of the Election of 2008 General Obligation bonds in the amount of \$125,000,000. On July 3, 2012, the District issued Series 2012 in the amount of \$125,000,000. On May 25, 2016, the District issued Series 2016 in the amount of \$100,000,000. The bonds were issued to finance the construction and modernization of school facilities and to pay costs of issuance of the bonds.

The passage of Proposition 39 in November 2000 amended the California Constitution to include accountability provisions. Specifically, the District must conduct an annual independent performance audit to ensure that funds have been expended only on the specific projects listed as well as an annual, independent financial audit of the proceeds from the sale of the bonds until all of the proceeds have been expended for facilities projects.

Upon passage of Proposition 39, an accompanying piece of legislation, ABL 908 (Chapter 44, Statutes of 2000), was also enacted, which amended the Education Code to establish additional procedures which must be followed if a District seeks approval of a bond Proposition pursuant to the 55% majority authorized in Proposition 39 including formation, composition and purpose of the Citizens' Bond Oversight Committee, and authorization for injunctive relief against the improper expenditure of bond revenues.

The Measure TT Citizens' Bond Oversight Committee was comprised of the following members as of June 30, 2019:

<b>Name</b>	<b>Title</b>	<b>Representation</b>
Francis Boland	Chairperson	Member of Bona Fide Taxpayers Association / Parent / Active in PTA
John Robinson	Vice Chairperson	Member of Business Organization / Parent
Stephen Aquino	Member	Member of Business Organization / Parent
Amelia Bradford	Member	Parent/Guardian of Child in District
Eliza Jane Whitman	Member	At-Large Community Member / Parent
David Bell	Member	Member of Business Organization / Guardian of Child in District
Vacant*	Member	Member of Senior Citizen Organization

*\*Vacant as of June 30, 2019, however the District is actively seeking qualified candidates to fill this position during the 2019-20 fiscal year.*



Certified Public Accountants serving  
K-12 School Districts and Charter  
Schools throughout California

## INDEPENDENT AUDITORS' REPORT

Measure TT Citizens' Bond Oversight Committee and  
Governing Board Members of the  
Pasadena Unified School District  
Pasadena, California

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the Measure TT Bond Building Fund of Pasadena Unified School District (the "District"), as of and for the year ended June 30, 2019, and the related notes to the financial statements, as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditors' Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

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## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Measure TT Bond Building Fund of Pasadena Unified School District, as of June 30, 2019, and the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Prior-Year Comparative Information**

We have previously audited the Measure TT Bond Building Fund's 2018 financial statements, and we expressed an unmodified opinion on the respective financial position and changes in financial position in our report dated October 23, 2018. In our opinion, the comparative information presented herein as of and for the year ended June 30, 2018 is consistent, in all material respects, with the audited financial statements from which it has been derived.

## **Emphasis of Matter**

As discussed in Note 1A, the financial statements present only the Measure TT Bond Building Fund and do not purport to, and do not present fairly the financial position of the Pasadena Unified School District, as of June 30, 2019, the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

## **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated November 09, 2019, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters specific to the Measure TT Bond Building Fund. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Measure TT Bond Building Fund's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

## **Report of Other Legal and Regulatory Requirements**

In accordance with the requirements of Proposition 39, as incorporated in California Constitution Article 13A, we have issued our performance audit dated November 09, 2019, on our consideration of the District's compliance with the requirements of Proposition 39 as it directly relates to the Measure TT Bond Building Fund. That report is an integral part of our audit of the Measure TT Bond Building Fund of Pasadena Unified School District, as of and for the year ended June 30, 2019, and should be considered in assessing the results of our financial audit.

*Christy White, Inc.*

San Diego, California  
November 09, 2019

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## **FINANCIAL SECTION**

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**MEASURE TT BOND BUILDING FUND  
PASADENA UNIFIED SCHOOL DISTRICT  
BALANCE SHEET  
JUNE 30, 2019 (WITH COMPARATIVE DATA FOR JUNE 30, 2018)**

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	<b>2019</b>	<b>2018</b>
<b>ASSETS</b>		
Cash and investments	\$ 29,339,774	\$ 65,895,057
Accounts receivable	175,452	419,006
<b>Total Assets</b>	<b>\$ 29,515,226</b>	<b>\$ 66,314,063</b>
<b>LIABILITIES AND FUND BALANCE</b>		
<b>Liabilities</b>		
Accounts payable	\$ 4,911,314	\$ 4,264,658
<b>Total Liabilities</b>	<b>4,911,314</b>	<b>4,264,658</b>
<b>Fund Balance</b>		
Restricted for capital projects	24,603,912	62,049,405
<b>Total Liabilities and Fund Balance</b>	<b>\$ 29,515,226</b>	<b>\$ 66,314,063</b>

The notes to financial statements are an integral part of this statement.

**MEASURE TT BOND BUILDING FUND  
PASADENA UNIFIED SCHOOL DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
FOR THE YEAR ENDED JUNE 30, 2019 (WITH COMPARATIVE DATA FOR THE YEAR ENDED JUNE  
30, 2018)**

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	<b>2019</b>	<b>2018</b>
<b>REVENUES</b>		
Other local revenue	\$ 936,562	\$ 1,424,510
<b>Total Revenues</b>	<u>936,562</u>	<u>1,424,510</u>
<b>EXPENDITURES</b>		
Facilities acquisition and construction	<u>38,382,055</u>	<u>51,350,239</u>
<b>Total Expenditures</b>	<u>38,382,055</u>	<u>51,350,239</u>
<b>Excess (Deficiency) of Revenues     Over (Under) Expenditures</b>	(37,445,493)	(49,925,729)
<b>Beginning Fund Balance</b>	<u>62,049,405</u>	<u>111,975,134</u>
<b>Ending Fund Balance</b>	<u>\$ 24,603,912</u>	<u>\$ 62,049,405</u>

The notes to financial statements are an integral part of this statement.

**MEASURE TT BOND BUILDING FUND  
PASADENA UNIFIED SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2019**

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**NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES**

**A. Reporting Entity**

On November 4, 2008, the District voters authorized \$350,000,000 in General Obligation Bonds (Measure TT) for the purpose of financing the modernization and construction of school facilities within the District. The measure required a minimum 55% vote for passage. In response, an advisory committee to the District's Governing Board and Superintendent, the Citizens' Bond Oversight Committee, was established. The Committee's oversight goals include ensuring compliance with conditions of Measure TT.

The Bond proceeds are accounted for in the District's Building Fund (21.1), where they are expended for the approved projects. The statements presented are for the individual Measure TT Bond Building Fund and are not intended to be a complete presentation of the District's financial position or results of operations.

**B. Accounting Policies**

The District accounts for its financial transactions in accordance with the policies and procedures of the California Department of Education's *California School Accounting Manual*. The accounting policies of the District conform to generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA).

**C. Basis of Accounting**

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of measurement made, regardless of the measurement focus applied.

The financial statements are presented on the modified accrual basis of accounting. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. "Available" means the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year.

**D. Encumbrances**

Encumbrance accounting is used in all budgeted funds to reserve portions of applicable appropriations for which commitments have been made. Encumbrances are recorded for purchase orders, contracts, and other commitments when they are written. Encumbrances are liquidated when the commitments are paid.

**E. Deposits and Investments**

In accordance with Education Code Sections 15357 and 41001, the District maintains a portion of its cash in the Los Angeles County Treasury. The county pools these funds with those of other districts in the county and invests the cash. These pooled funds are carried at cost, which approximates market value. Interest earned is deposited quarterly into participating funds. Any investment losses are proportionately shared by all funds in the pool.

**F. Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

**MEASURE TT BOND BUILDING FUND  
PASADENA UNIFIED SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS, CONTINUED  
JUNE 30, 2019**

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**NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (continued)**

**G. Budgets and Budgetary Accounting**

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all government funds. By state law, the District's governing board must adopt a budget no later than July 1. A public hearing must be conducted to receive comments prior to adoption. The District's governing board satisfied these requirements.

These budgets are revised by the District's governing board during the year to give consideration to unanticipated income and expenditures. Formal budgetary integration was employed as a management control device during the year for all budgeted funds. The District employs budget control by minor object and by individual appropriation accounts. Expenditures cannot legally exceed appropriations by major object account.

**H. Fund Balance**

Under GASB Statement No. 54, fund balance is divided into five classifications based primarily on the extent to which the District is bound to observe constraints imposed upon the use of the resources in the governmental funds. The fund balance in the Measure TT bond fund is considered restricted.

The restricted fund balance classification reflects amounts subject to externally imposed and legally enforceable constraints. Such constraints may be imposed by creditors, grantors, contributors, or laws or regulations of other governments, or may be imposed by law through constitutional provisions or enabling legislation.

**NOTE 2 – CASH AND INVESTMENTS**

**Summary of Cash and Investments**

Cash and investments as of June 30, 2019 are classified in the accompanying financial statements as cash in county treasury in the amount of \$29,339,774.

**Policies and Practices**

The District is authorized under California Government Code to make direct investments in local agency bonds, notes, or warrants within the State; U.S. Treasury instruments; registered state warrants or treasury notes; securities of the U.S. Government, or its agencies; bankers acceptances; commercial paper; certificates of deposit placed with commercial banks and/or savings and loan companies; repurchase or reverse repurchase agreements; medium term corporate notes; shares of beneficial interest issued by diversified management companies, certificates of participation, obligations with first priority security; and collateralized mortgage obligations. Investments of debt proceeds held by trustees are governed by the provisions of debt agreements rather than the general provisions of the California Government Code. These provisions allow for the acquisition of investment agreements with maturities up to 30 years.

**MEASURE TT BOND BUILDING FUND  
PASADENA UNIFIED SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS, CONTINUED  
JUNE 30, 2019**

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**NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (continued)**

**Policies and Practices (continued)**

*Cash in County Treasury* – The District is considered to be an involuntary participant in an external investment pool as the District is required to deposit all receipts and collections of monies with their County Treasurer (Education Code Section 41001). The fair value of the District's investment in the pool is reported in the accounting financial statements at amounts based upon the District's pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

**General Authorizations**

Except for investments by trustees of debt proceeds, the authority to invest District funds deposited with the county treasury is delegated to the County Treasurer and Tax Collector. The table below identifies examples of the investment types permitted in the investment policy:

Authorized Investment Type	Maximum Remaining Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
Local Agency Bonds, Notes, Warrants	5 years	None	None
Registered State Bonds, Notes, Warrants	5 years	None	None
U.S. Treasury Obligations	5 years	None	None
U.S. Agency Securities	5 years	None	None
Banker's Acceptance	180 days	40%	30%
Commercial Paper	270 days	25%	10%
Negotiable Certificates of Deposit	5 years	30%	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements	92 days	20% of base	None
Medium-Term Corporate Notes	5 years	30%	None
Mutual Funds	N/A	20%	10%
Money Market Mutual Funds	N/A	20%	10%
Mortgage Pass-Through Securities	5 years	20%	None
County Pooled Investment Funds	N/A	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None
Joint Powers Authority Pools	N/A	None	None

Limitations as they relate to interest rate risk, credit risk, custodial credit risk, and concentration of credit risk are described below:

**Interest Rate Risk**

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The District manages its exposure to interest rate risk by investing in the Los Angeles County Treasury Investment Pool. The District maintains a pooled investment with the County Treasury with a fair value of approximately \$29,311,630 and an amortized book value of \$29,339,774 at June 30, 2019. The average weighted maturity for this pool is 547 days.

**MEASURE TT BOND BUILDING FUND  
PASADENA UNIFIED SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS, CONTINUED  
JUNE 30, 2019**

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**NOTE 2 – CASH AND INVESTMENTS (continued)**

**Credit Risk**

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The investment in the Los Angeles County Investment Pool is rated at least A by Standard & Poor's.

**Custodial Credit Risk**

Custodial credit risk is the risk that, in the event of a failure of a counterparty to an investment, some or all of the investment amount may not be recovered by the holder of the investment. The District's investments as of June 30, 2019 were not subject to custodial credit risk because the investments were in the county investment pool.

**Concentration of Credit Risk**

The investment policy of the District contains no limitations on the amount that can be invested in any one issuer beyond the amount stipulated by the California Government Code. District investments that are greater than 5 percent of total investments are in either an external investment pool or mutual funds and are therefore exempt.

**Fair Value**

The District categorizes the fair value measurements of its investments based on the hierarchy established by generally accepted accounting principles. The fair value hierarchy is based on the valuation inputs used to measure an asset's fair value. The following provides a summary of the hierarchy used to measure fair value:

Level 1 - Quoted prices (unadjusted) in active markets for identical assets.

Level 2 - Observable inputs other than Level 1 prices such as quoted prices for similar assets in active markets, quoted prices for identical or similar assets in markets that are not active, or other inputs that are observable, either directly or indirectly.

Level 3 - Unobservable inputs should be developed using the best information available under the circumstances, which might include the District's own data. The District should adjust that data if reasonable available information indicates that other market participants would use different data or certain circumstances specific to the District are not available to other market participants.

Uncategorized - Investments in the Los Angeles County Treasury Investment Pool are not measured using the input levels above because the District's transactions are based on a stable net asset value per share. All contributions and redemptions are transacted at \$1.00 net asset value per share.

As of June 30, 2019, the District held uncategorized investments in the Los Angeles County Treasury with a fair value of \$29,311,630 in relation to the Measure TT Bond Building Fund.



**MEASURE TT BOND BUILDING FUND  
PASADENA UNIFIED SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS, CONTINUED  
JUNE 30, 2019**

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**NOTE 3 – ACCOUNTS RECEIVABLE**

Accounts receivable of the Measure TT Bond Building Fund as of June 30, 2019 consisted of the following:

Local sources - interest earned	\$ 175,452
Total	<u>\$ 175,452</u>

**NOTE 4 – MEASURE TT GENERAL OBLIGATION BONDS**

**Series 2009A**

On September 17, 2009, the District issued \$125,000,000 of Series 2009A General Obligation Bonds. The bonds are general obligations of the District. The County is obligated to levy ad valorem taxes upon all property within the District for the payment of interest on and principal of the bonds. The County records the collection of taxes and payments of bond principal and interest in a separate fund, which is not reported here. The bonds were issued to finance the construction and modernization of school facilities and to pay costs of issuance of the bonds.

The bonds were issued as: \$40,320,000 tax-exempt current interest serial bonds with stated interest rates ranging between 2.5% and 5% and fully maturing on August 1, 2022, and \$84,680,000 in Federally taxable Build America Bonds Capital Appreciation Bonds with stated interest rates ranging between 6.076% and 7.193%, and fully maturing on August 1, 2034. The Build America Bonds program was created by the American Recovery and Reinvestment Act to assist state and local governments in financing capital projects at lower borrowing costs and to stimulate the economy and create jobs. It authorizes state and local governments to issue taxable bonds to finance any capital expenditures for which they could otherwise issue tax-exempt governmental bonds. Pursuant to the Recovery Act, the District expects to receive a cash subsidy payment from the United States Treasury equal to 35% of the interest payable on the Bonds on or about each interest payment date. The cash payment does not constitute a full faith and credit guarantee of the United States Government but is required to be paid by the Treasury under the Recovery Act. The District is obligated to deposit any cash subsidy payments it receives into the debt service fund for the Bonds.

**Series 2012**

On July 3, 2012, the District issued \$125,000,000 of Series 2012 General Obligation Bonds. The bonds were issued as current interest serial bonds with stated interest rates ranging between 0.4% and 5.0% and fully maturing on May 1, 2037.

**Series 2016**

On May 25, 2016, the District issued \$100,000,000 of Series 2016 General Obligation Bonds. The bonds were issued as current interest serial bonds with stated interest rates ranging between 2.0% and 5.0% and fully maturing on August 1, 2036. These bonds represent the third and final issuance from Measure TT.

**2016 Refunding**

On May 25, 2016, the District issued Series 2016 A and B refunding bonds in the amounts of \$11,025,000 and \$78,470,000, respectively. The proceeds were used to advance refund certain of the District's 2009 A-1 and 2009 A-2 bonds.

**MEASURE TT BOND BUILDING FUND  
PASADENA UNIFIED SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS, CONTINUED  
JUNE 30, 2019**

**NOTE 4 – MEASURE TT GENERAL OBLIGATION BONDS (continued)**

A summary of outstanding general obligation bonds that have been issued to date follows:

Series	Issue Date	Maturity Date	Range of Interest Rates	2018-19 Interest Rate	Original Issue	Outstanding July 01, 2018	Additions	Deductions	Bonds Outstanding June 30, 2019
Election 2008, Series 2009A-1	9/17/2009	8/1/2022	2.50% - 5.00%	5.00%	\$ 40,320,000	\$ 5,370,000	\$ -	\$ 2,530,000	\$ 2,840,000
Election 2008, Series 2012	7/3/2012	5/1/2037	0.40% - 5.00%	5.00%	125,000,000	103,645,000	-	4,180,000	99,465,000
Election 2008, Series 2016	5/25/2016	8/1/2036	2.00% - 5.00%	2.00%	100,000,000	98,380,000	-	1,670,000	96,710,000
2016 Refunding, Series A	5/25/2016	8/1/2022	1.25% - 4.00%	2.00%	11,025,000	10,675,000	-	160,000	10,515,000
2016 Refunding, Series B	5/25/2016	8/1/2034	4.00% - 5.00%	N/A	78,470,000	78,470,000	-	-	78,470,000
						<b>\$ 296,540,000</b>	<b>\$ -</b>	<b>\$ 8,540,000</b>	<b>\$ 288,000,000</b>

- Principal and interest payments on general obligation bonds are paid from the Bond Interest and Redemption Fund with property taxes levied for that purpose.

The annual requirements to amortize all Measure TT outstanding general obligation bonds as of June 30, 2019 are as follows:

Year Ending June 30,	Principal	Interest	Total
2020	\$ 8,455,000	\$ 19,094,079	\$ 27,549,079
2021	6,845,000	12,347,194	19,192,194
2022	7,305,000	12,085,094	19,390,094
2023	7,870,000	11,876,907	19,746,907
2024	8,820,000	11,294,719	20,114,719
2025 - 2029	63,050,000	48,341,094	111,391,094
2030 - 2034	103,140,000	29,250,719	132,390,719
2035 - 2037	82,515,000	5,815,547	88,330,547
	<b>\$ 288,000,000</b>	<b>\$ 150,105,353</b>	<b>\$ 438,105,353</b>

**NOTE 5 – COMMITMENTS AND CONTINGENCIES**

**A. Litigation**

The District is involved in various litigation arising from the normal course of business. In the opinion of management and legal counsel, the disposition of all litigation pending is not expected to have a material adverse effect on the overall financial position of the District at June 30, 2019.

**MEASURE TT BOND BUILDING FUND  
PASADENA UNIFIED SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS, CONTINUED  
JUNE 30, 2019**

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**NOTE 5 – COMMITMENTS AND CONTINGENCIES (continued)**

**B. Construction Commitments**

As of June 30, 2019, the District had commitments with respect to unfinished Measure TT capital projects in the amounts as follows:

<b>Project</b>	<b>Amount</b>
Eliot MS	\$ 20,335
Sierra Madre MS	135,157
Washington ES	66,463
Webster	11,880
Longfellow Kitchen	134,425
J Muir Mod	2,064,871
Jackson ES	7,729
Blair Mod	326,393
PHS-Ada Upgrade	82,740
PHS-Mod	2,476,644
PHS-Campus Identity	25,714
Washington MS	2,198,432
Don Benito	149,436
Phs-Campus Upgrades	232,551
Mckinley II	11,500
Sierra Madre ES	37,777
Burbank	65,424
NCAS Adm	34,551
Don Benito HVAC	52,450
Longfellow HVAC	34,162
Ncas HVAC	130,970
Marshall HVAC	91,028
Rose City	10,725
J Muir Black Box	159,856
	<u>\$ 8,561,212</u>

**NOTE 6 – SUBSEQUENT EVENTS**

On September 11, 2019, the District issued \$96,910,000 of Federally Taxable General Obligation Refunding Bonds to advance refund a portion of the District's outstanding 2008 Election General Obligation Bonds, Series 2012.

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## **OTHER INDEPENDENT AUDITORS' REPORTS**

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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER  
MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**Independent Auditors' Report

Measure TT Citizens' Bond Oversight Committee and  
Governing Board Members of the  
Pasadena Unified School District  
Pasadena, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Measure TT Bond Building Fund of Pasadena Unified School District (the "District"), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Pasadena Unified School District's basic financial statements of the Measure TT Bond Building Fund, and have issued our report thereon dated November 09, 2019.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Pasadena Unified School District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements of the Measure TT Bond Building Fund, but not for the purpose of expressing an opinion on the effectiveness of Pasadena Unified School District's internal control. Accordingly, we do not express an opinion on the effectiveness of Pasadena Unified School District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Pasadena Unified School District's financial statements of the Measure TT Bond Building Fund are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Christy White, Inc.*

San Diego, California  
November 09, 2019



Certified Public Accountants serving  
K-12 School Districts and Charter  
Schools throughout California

## REPORT ON PERFORMANCE

### Independent Auditors' Report

Measure TT Citizens' Bond Oversight Committee and  
Governing Board Members of the  
Pasadena Unified School District  
Pasadena, California

### Report on Performance

We have audited Pasadena Unified School District's compliance with the performance audit procedures described in the *2018-19 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, prescribed in Title 5, *California Code of Regulations*, section 19810, that could have a direct and material effect on Pasadena Unified School District's Measure TT Bond Building Fund for the fiscal year ended June 30, 2019, as identified below.

### **Management's Responsibility**

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to local school construction bonds.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on compliance of Pasadena Unified School District's Measure TT Bond Building Fund based on our performance audit of the types of compliance requirements referred to above. We conducted our performance audit in accordance with generally accepted government auditing standards; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *2018-19 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, prescribed in Title 5, *California Code of Regulations*, section 19810. Those standards require that we plan and perform the performance audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. An audit includes examining, on a test basis, evidence about Pasadena Unified School District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that the evidence obtained in our performance audit provides a reasonable basis for our findings and conclusions based on our audit objectives. However, our audit does not provide a legal determination of Pasadena Unified School District's compliance with those requirements.

### **Opinion on Performance**

In our opinion, Pasadena Unified School District complied, in all material respects, with the types of compliance requirements referred to above that are applicable to the Measure TT Bond Building Fund noted below for the year ended June 30, 2019.

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San Diego, CA  
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## Procedures Performed

In connection with the performance audit referred to above, we selected and tested transactions and records to determine Pasadena Unified School District's compliance with the state laws and regulations applicable to the Financial Audit Procedures and Performance Audit Procedures over the Measure TT Bond Building Fund. Additional agreed upon procedures relating the Measure TT Bond Building Fund may also be included.

The results of the procedures performed and the related results are further described in the accompanying performance audit results following this Report on Performance.

*Christy White, Inc.*

San Diego, California  
November 09, 2019



**MEASURE TT BOND BUILDING FUND  
PASADENA UNIFIED SCHOOL DISTRICT  
AUDIT PROCEDURES AND RESULTS  
FOR THE YEAR ENDED JUNE 30, 2019**

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**SECTION I – FINANCIAL AUDIT PROCEDURES AND RESULTS**

**Financial Statements**

As mentioned in the Report on Financial Statements, we have issued an unmodified opinion over the financial statements of the Measure TT Bond Building Fund as of and for the fiscal year ended June 30, 2019.

**Internal Control Evaluation**

We tested internal controls over financial reporting and compliance with laws, regulations, or provisions of contracts or agreements and have determined through our inquiry of management and our evaluation of District processes that no significant deficiencies were noted.

**SECTION II – PERFORMANCE AUDIT PROCEDURES AND RESULTS**

**Facility Project Expenditures**

We selected a representative sample of expenditures charged to the Measure TT Bond Building Fund and reviewed supporting documentation to ensure funds were properly expended on specific project(s) listed in the text of the Measure TT ballot.

We tested approximately \$29.0 million of non-personnel expenditures or 76% of total 2018-2019 Measure TT Bond Building Fund expenditures for validity, allowability and accuracy and concluded that the sampled expenditures were in compliance with the terms of Measure TT ballot language, the District approved facilities plan, and applicable state laws and regulations.

**Personnel Expenditures**

We reviewed salaries and benefits charged to the Measure TT Bond Building Fund to verify that the personnel expenditures were allowable per Opinion 04-110 issued on November 9, 2004 by the State of California Attorney General, which concluded that “a school district may use Proposition 39 school bond proceeds to pay the salaries of district employees to the extent they perform administrative oversight work on construction projects authorized by a voter approved bond measure.”

We reviewed a listing of all employees charged to the Measure TT Bond Building Fund and found that all employees held positions applicable to the local school construction bond. Based on our testing, salary transactions were not used for general administration operations. Personnel costs charged to the Measure TT Bond Building Fund appeared allowable.

The previous Report on Performance is an integral part of the above performance audit results.

**MEASURE TT BOND BUILDING FUND  
PASADENA UNIFIED SCHOOL DISTRICT  
AUDIT PROCEDURES AND RESULTS, CONTINUED  
FOR THE YEAR ENDED JUNE 30, 2019**

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**SECTION II – PERFORMANCE AUDIT PROCEDURES AND RESULTS (continued)**

**Facilities Site Walk**

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We verified that funds were generally expended for the construction, renovation, furnishing, and equipping of school facilities constituting authorized bond projects by review of supporting documentation as previously noted under Facility Project Expenditures but also through performance of a facilities site walks.

Facilities site walks were performed for projects at Pasadena High School, Norma Coombs Elementary School and John Muir High School. We toured the school site of Pasadena High School and physically observed the new gymnasium that was built, including a new floor, seats, lighting, sound equipment, HVAC, lobby and renovated restrooms. Additionally, we physically observed the construction of two buildings at Norma Coombs Elementary School, which contain the administration building and multiple classrooms. Auditor was also able to view fire alarms, security cameras, and IT equipment installed in classrooms. Lastly, we observed the cafeteria and auditorium renovations at John Muir High School which included a new kitchen, floors, coolers and storage rooms for the cafeteria and a new audio-visual control system, studio room with many new technologies and new bleachers for the auditorium. Based on our site walks, the projects for the school sites appear to be expended for authorized bond projects.

**Contract and Bid Procedures**

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We reviewed a listing of contracts awarded during the fiscal year ended June 30, 2019 and selected a sample to ensure that contracts for public projects followed appropriate bidding procedures per applicable Public Contract Code and provisions of the California Uniform Construction Cost Accounting Commission (CUPCAA) policies. Additionally, we reviewed overall expenditures by vendor in order to determine if multiple projects under the applicable bidding threshold were identified to suggest any possible bid-splitting.

We selected the only construction contract awarded during the year in which applicable bidding procedures were followed, and verified the contract was appropriately awarded to the lowest responsible bidder for the Washington Elementary School project.

Based on our review of overall expenditures and projects by vendor, no instances or possible indications of bid-splitting were identified. The District appears to be properly reviewing projects and applying appropriate procedures over contract and bidding procedures.

**Contracts and Change Orders**

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We reviewed a listing of contracts and change orders during the fiscal year ended June 30, 2019 and selected a sample to ensure that change orders were properly approved and in accordance with District policies. Additionally, cumulative change orders for any given contract were reviewed to ensure that total change orders did not exceed ten percent of the total original contract. Additionally, change orders were reviewed to ensure that the total of each change order did not exceed ten percent of the total original contract.

We reviewed a total of four (4) change orders and verified that the total of each change order did not exceed ten percent of the total contract. All change orders were properly reviewed and approved by management and the governing board in accordance with District policy.

The previous Report on Performance is an integral part of the above performance audit results.

**MEASURE TT BOND BUILDING FUND  
PASADENA UNIFIED SCHOOL DISTRICT  
AUDIT PROCEDURES AND RESULTS, CONTINUED  
FOR THE YEAR ENDED JUNE 30, 2019**

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**SECTION II – PERFORMANCE AUDIT PROCEDURES AND RESULTS (continued)**

**Citizens' Bond Oversight Committee (CBOC)**

In accordance with Assembly Bill (AB) 1908 and Education Code (Ed Code) Section 15278, the District is required to establish a bond oversight committee for Proposition 39 bonds to include one active member from each of the following sectors: a business organization, senior citizens organization, bona fide taxpayers' association, parent/guardian of a child enrolled in the District and a parent/guardian of a child enrolled in the District who is also a member of a parent teacher association. Additionally, no employee or official of the District shall be appointed to the citizens' oversight committee.

We found that the District successfully compiled a CBOC with an active member from each of the required representations with the exception of having a member of a Bona Fide Taxpayer Association, however the District is currently working to fill this position. No members of the CBOC are also an employee, official, vendor or consultant of the District. Refer to the Introduction and CBOC Member Listing for a listing of current members as of June 30, 2019.

The previous Report on Performance is an integral part of the above performance audit results.

**MEASURE TT BOND BUILDING FUND  
PASADENA UNIFIED SCHOOL DISTRICT  
SCHEDULE OF FINDINGS AND RECOMMENDATIONS  
FOR THE YEAR ENDED JUNE 30, 2019**

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**PART I – SUMMARY OF AUDITORS' RESULTS**

**FINANCIAL STATEMENTS**

Type of auditors' report issued	Unmodified
Internal control over financial reporting:	
Material weakness(es) identified?	No
Significant deficiency(ies) identified?	None Reported
Non-compliance material to the financial statements?	No

**PERFORMANCE AUDIT**

Internal control over financial reporting:	
Material weakness(es) identified?	No
Significant deficiency(ies) identified?	None Reported
Type of auditor's report issued on performance for local school construction bonds:	Unmodified

**PART II – FINANCIAL STATEMENT FINDINGS**

There were no findings related to the financial statements in 2018-19.

**PART III – PERFORMANCE AUDIT FINDINGS**

There were no findings or recommendations related to local school construction bonds in 2018-19.

**PART IV – PRIOR AUDIT FINDINGS**

There were no findings and recommendations during the year ended June 30, 2018.

Construction Status Report November 2019

School/ Resource Code	Project's Scope of Work	Progress/issues Nov. 2019	Project Phase	Date in Phase	Nov. 2019 Report Expected date completion total project	Expected date completion total project	% of compl. Nov. 2019	Project Mgr.	Architect	Contractor	Inspector
<b>Pasadena HS 95075.0</b>	Modernize the existing gyms and locker rooms.	<b>Ongoing:</b> At Bldg. T: MEP work light fixtures installation Small gym paint  Final touches to Locker rooms	CONSTRUCTION	11/28/16	<b>Gym: completed</b>  <b>Lockers: in use</b>  <b>Bldg. T: Jan 2020</b>	typically 3-4 months after construction completion	<b>Gym: in use</b>  <b>Lockers: in use</b>  <b>Bldg. T: 82%</b>	Sam Maissiam	F&M	The Nazerian Group	Donald B. Blayney
<b>District Wide</b>	Solar Panel installation	<b>Permitting</b> At DSA	PROJECT DEVELOPMENT	10/8/18	12/31/20	12/31/20	12%	Shirly Barret	<b>Design &amp; Build</b> PFMG/Constellation Solar		Donald B. Blayney Ned Khachikian
<b>Washington MS &amp; ES</b>	Field and Track upgrade. Natural grass and DG track, and other related improvements.	<b>On going:</b> Sod establishment Punch list	CONSTRUCTION	6/17/19	11/21/19	11/21/19	96%	Sam Maissian Shirly Barret	LPA	Shenk Developers	Donald B. Blayney
<b>J. Muir HS Bldg. D</b>	Access imorovements to Building D	<b>On going:</b> Doors and frames	CONSTRUCTION	July 2019	12/15/19	Dec. 2019	96%	Sam Maissiam	PJHM	The Nazerian Group	Donald B. Blayney



# Consolidated Budget Status by Fund

Budget status summary by Fund (thru 11/13/2019)

## Budget vs. Commitments and Expenditures by Fund

**WARNING: Reconciliation Always in Progress**

### 21.1 - GOB (Measure TT Series A)

School Name - Project Name/Cost Group/Object Code	Budget	Commitments	Expenditures	Unencumbered Budget Remaining	Notes / Significant Changes since Last Report
Altadena Elementary School - COMPLETE: Addition of 3 Shade Structures (95022.0)	90,187	90,187	90,187	-	
Altadena Elementary School - COMPLETE: Measure T E-Rate (95180.0)	88,088	88,088	88,088	-	
Altadena Elementary School - Modernization Project (95068.0)	10,342,013	10,313,787	10,313,787	28,226	
Aveson Charter School (Noyes) - COMPLETE: Portable N Demolition Project (95029.0)	30,654	30,654	30,654	-	
Blair High School - 04A Modernization of Main Building (95056.0)	30,428,843	30,046,887	29,685,895	381,956	
Blair High School - 04b Track and Field (95005.0)	82,877	82,877	82,877	-	
Blair High School - COMPLETE: Blair Middle School Campus (95001.0)	13,875,223	13,875,223	13,875,223	-	
Blair High School - COMPLETE: Measure T E-Rate (95180.0)	428,677	428,677	428,677	-	
Blair High School - COMPLETE: PROJECT CNLD - New 9th Grade Classroom	1,146,779	1,146,779	1,146,779	-	
Burbank Elementary School - COMPLETE: Electrical Panel Upgrade (95064.0)	87,603	87,603	87,603	-	
Burbank Elementary School - COMPLETE: Renovation of Hodges (old 95140.0 merged	253,584	253,584	253,584	-	
Burbank Elementary School - Lunch Shelter/Renovation (95131.0)	988,622	908,583	908,083	80,040	
Career Technical - Career Technical Education Projects (95145.0)	2,683,000	2,683,000	2,683,000	0	
Career Technical - COMPLETE: CTE KLRN TV (95145.0)	100,507	100,507	100,507	-	
Central Kitchen - COMPLETE: Culinary Academy/Kitchen Construction (9	1,238,928	1,238,928	1,238,928	-	
Cleveland Elementary School - COMPLETE: Measure T E-Rate (95180.0)	113,292	113,292	113,292	-	
Cleveland Elementary School - COMPLETE: New Classroom Wing (95031.0)	4,594,037	4,594,037	4,594,037	-	
Cleveland Elementary School - Modernize Kitchen (95121.0)	109,335	109,335	109,335	-	
Cleveland Elementary School - Student Safety Wall & Flooring Padding	8,506	8,506	8,506	-	
District Service Center - Facilities Administration (95000.0)	17,764,714	15,943,496	14,074,171	1,821,218	
District-Wide - COMPLETE: Bogen Clock Speaker System (95032.0)	1,436,405	1,436,405	1,436,405	-	
District-Wide - COMPLETE: Energy Conservation Measures (95019.0)	4,990,490.51	4,990,490.51	4,990,490.51	-	





# Consolidated Budget Status by Fund

Budget status summary by Fund (thru 11/13/2019)

## Budget vs. Commitments and Expenditures by Fund

**WARNING: Reconciliation Always in Progress**

### 21.1 - GOB (Measure TT Series A)

School Name - Project Name/Cost Group/Object Code	Budget	Commitments	Expenditures	Unencumbered Budget Remaining	Notes / Significant Changes since Last Report
District-Wide - COMPLETE: Exterior Improvements (95036.0)	33,772	33,772	33,772	-	
District-Wide - COMPLETE: Technology Modifications (95144.0)	3,075,433.52	3,075,433.52	3,075,433.52	-	
District-Wide - District-Wide I.T. Wireless Access Upgrade	3,000,000	3,000,000	-	-	
District-Wide - DW - PRI 0 - Roofing (95135.0)	391,831	391,831	391,831	-	
District-Wide - DW - PRI 0 - Windows (95136.0)	116,236	116,236	116,236	-	
Don Benito Elementary School - 11 HVAC and Kitchen (95146.0)	356,888	294,443	261,332	62,445	
Don Benito Elementary School - COMPLETE: Measure T E-Rate (95180.0)	147,679	147,679	147,679	-	
Don Benito Elementary School - COMPLETE: Playground Structures (95043.0)	173,442	173,442	173,442	-	
Don Benito Elementary School - Interim Housing (95181.0)	397,779	397,779	397,779	-	
Don Benito Elementary School - New Admin Bldg (95097.0)	833,678	790,568	790,568	43,110	
Eliot Middle School - 08 HVAC Upgrades (95146.0)	911,213	828,427	828,427	82,786	
Eliot Middle School - Auditorium/Cafe Modernization (95015.0)	7,821,210	7,724,266	7,647,984	96,945	
Eliot Middle School - COMPLETE: Career Technical Education (95145.0)	29,261	29,261	29,261	-	
Eliot Middle School - COMPLETE: Field Bleacher Replacement & ADA Upgrade	92,835	92,835	92,835	-	
Eliot Middle School - COMPLETE: Kitchen Modernization (95147.0)	6,000	6,000	6,000	-	
Eliot Middle School - COMPLETE: Lunch Shelter (95034.0)	616,602	616,602	616,602	-	
Eliot Middle School - COMPLETE: Measure T E-Rate (95180.0)	255,192	255,192	255,192	-	
Field Elementary School - COMPLETE: Measure T E-Rate (95180.0)	113,292	113,292	113,292	-	
Field Elementary School - COMPLETE: Water Meter Separation (95106.0)	39,013	39,013	39,013	-	
Field Elementary School - Modernization (95069.0)	3,840,510	3,510,509	3,510,509	330,001	
Franklin Elementary School - COMPLETE: Measure T E-Rate (95180.0)	172,886	172,886	172,886	-	
Franklin Elementary School - COMPLETE: New Library/Shade Structure (95035.0)	593,078	593,078	593,078	-	



# Consolidated Budget Status by Fund

Budget status summary by Fund (thru 11/13/2019)

## Budget vs. Commitments and Expenditures by Fund

**WARNING: Reconciliation Always in Progress**

### 21.1 - GOB (Measure TT Series A)

School Name - Project Name/Cost Group/Object Code	Budget	Commitments	Expenditures	Unencumbered Budget Remaining	Notes / Significant Changes since Last Report
Franklin Elementary School - Modernize Cafe/MPR/Windows (95066.0)	2,156,809	2,156,637	2,156,637	173	
Hamilton Elementary School - COMPLETE: Measure T E-Rate (95180.0)	138,499	138,499	138,499	-	
Hamilton Elementary School - COMPLETE: Water Meter Separation (95149.0)	56,828	56,828	56,828	-	
Hamilton Elementary School - Modernization MPR/Café (95071.0)	4,463,871	4,276,564	4,266,849	187,307	
Jackson Elementary School - 13 Modernization / Parking Lot (95052.0)	4,711,075	4,661,075	4,661,075	50,001	
Jackson Elementary School - COMPLETE: Measure T E-Rate (95180.0)	130,487	130,487	130,487	-	
Jackson Elementary School - COMPLETE: Phase I Completed Projects (95020.0 / 95	192,368	192,368	192,368	-	
Jefferson Elementary School - COMPLETE: Measure T E-Rate (95180.0)	156,861	156,861	156,861	-	
Jefferson Elementary School - Modernization (95079.0)	995,157	891,632	891,632	103,525	
Jefferson Elementary School - New Child Care Center (95073.0)	332,171	332,171	332,171	-	
John Muir High School - 03a Modernization, Abatement & Kitchen (95051.0)	30,989,478	29,434,267	28,726,782	1,555,211	
John Muir High School - 03b Black Box Theater Project (95183.0)	3,701,187	3,690,813	3,520,616	10,373	
John Muir High School - 03c Bldg D Accessibility (95812.0)	387,700	346,001	202,925	41,699	
John Muir High School - COMPLETE: Artificial Surface Field & Track (95004.	1,518,980	1,518,980	1,518,980	-	
John Muir High School - COMPLETE: Building G & L Window Replacement (95125	404,282	404,282	404,282	-	
John Muir High School - COMPLETE: Career Technical Education (95145.0)	90,596	90,596	90,596	-	
John Muir High School - COMPLETE: Kitchen Modernization (95154.0)	6,000	6,000	6,000	-	
John Muir High School - COMPLETE: Measure T E-Rate (95180.0)	555,842	555,842	555,842	-	
John Muir High School - COMPLETE: Security System (95132.0)	159,785	159,785	159,785	-	
John Muir High School - Culinary Arts Project (95184.0)	20,766	20,766	20,766	-	
Linda Vista Elementary School - COMPLETE: Interior Structural Cleanup (95014.0)	39,580	39,580	39,580	-	
Linda Vista Elementary School - Modernization (95188.0)	137,250	137,250	137,250	-	





# Consolidated Budget Status by Fund

Budget status summary by Fund (thru 11/13/2019)

## Budget vs. Commitments and Expenditures by Fund

WARNING: Reconciliation Always in Progress

### 21.1 - GOB (Measure TT Series A)

School Name - Project Name/Cost Group/Object Code	Budget	Commitments	Expenditures	Unencumbered Budget Remaining	Notes / Significant Changes since Last Report
Loma Alta Elementary School - COMPLETE: Measure T E-Rate (95180.0)	63,647	63,647	63,647	-	
Loma Alta Elementary School - COMPLETE: Modernization Project (95033.0)	171,002	171,002	171,002	-	
Loma Alta Elementary School - COMPLETE: Pre K conversion & Fire sprinkler enclos	181,497	181,497	181,497	-	
Loma Alta Elementary School - COMPLETE: Retaining Wall & Street Improvements (95	1,013,583	1,013,583	1,013,583	-	
Loma Alta Elementary School - COMPLETE: Water Meter Separation (95101.0)	27,355.16	27,355.16	27,355.16	-	
Longfellow Elementary School - 10 HVAC Upgrades (95146.0)	2,426,756	2,349,645	2,320,756	77,111	
Longfellow Elementary School - COMPLETE: Child Care Center (95061.0)	300,503	300,503	300,503	-	
Longfellow Elementary School - COMPLETE: Measure T E-Rate (95180.0)	130,358	130,358	130,358	-	
Longfellow Elementary School - New Kitchen Bldg/Lunch Shelter/Auditorium (95050.0)	1,493,629	1,478,640	1,344,215	14,988	
Madison Elementary School - Bldg A & Auditorium Renovation (95010.0)	596,259	596,259	596,259	-	
Madison Elementary School - COMPLETE: Measure T E-Rate (95180.0)	96,100	96,100	96,100	-	
Madison Elementary School - COMPLETE: Window Replacement (95084.0)	858,784	858,784	858,784	-	
Madison Elementary School - Kitchen Modernization (95048.0)	309,396	309,396	309,396	-	
Madison Elementary School - Modernization (95063.0)	4,279,983	4,169,409	4,099,649	110,575	ADA Needs
Marshall Fundamental Secondary School - 09 HVAC Upgrades (95146.0)	985,074	985,074	985,074	-	
Marshall Fundamental Secondary School - COMPLETE: Career Technical Education (95145.0)	850	850	850	-	
Marshall Fundamental Secondary School - COMPLETE: Electrical Upgrades (95091.0)	352,801.28	352,801.28	352,801.28	-	
Marshall Fundamental Secondary School - COMPLETE: Library Modernization & Site Improvem	1,760,215	1,760,215	1,760,215	-	
Marshall Fundamental Secondary School - COMPLETE: Measure T E-Rate (95180.0)	428,192	428,192	428,192	-	
Marshall Fundamental Secondary School - COMPLETE: Water Meter Separation (95103.0)	21,090	21,090	21,090	-	
Marshall Fundamental Secondary School - COMPLETE: Window Replacement (95094.0)	1,767,862	1,767,862	1,767,862	-	
Marshall Fundamental Secondary School - Old Gym Renovation Project (95185.0)	1,333,706	1,333,706	1,333,706	-	



# Consolidated Budget Status by Fund

Budget status summary by Fund (thru 11/13/2019)

## Budget vs. Commitments and Expenditures by Fund

WARNING: Reconciliation Always in Progress

### 21.1 - GOB (Measure TT Series A)

School Name - Project Name/Cost Group/Object Code	Budget	Commitments	Expenditures	Unencumbered Budget Remaining	Notes / Significant Changes since Last Report
Marshall Fundamental Secondary School - Sports Complex (95049.0)	12,727,828	12,691,787	12,691,787	36,040	
Mckinley Elementary School - COMPLETE: Career Technical Education (95145.0)	51,619	51,619	51,619	-	
McKinley Elementary School - COMPLETE: Measure T E-Rate (95180.0)	188,409	188,409	188,409	-	
McKinley Elementary School - COMPLETE: Water Meter Separation (95159.0)	112,485	112,485	112,485	-	
McKinley Elementary School - Phase I New Construction (95046.0)	20,006,670	20,006,670	20,006,670	-	
McKinley Elementary School - Phase II Modernization (95123.0)	1,463,181	880,976	867,651	582,204	
Norma Coombs Elementary - 05a New CR Wing & Admin Bldg (95133.0)	10,416,775	10,360,212	10,346,761	56,563	
Norma Coombs Elementary - 05b Central Plant Replacement (95146.0)	1,393,254	1,356,906	1,356,906	36,348	
Norma Coombs Elementary - COMPLETE: Measure T E-Rate (95180.0)	146,511	146,511	146,511	-	
Norma Coombs Elementary - COMPLETE: Shade Structures/Field Renovation (95021)	75,715	75,715	75,715	-	
Norma Coombs Elementary - COMPLETE: Water Meter Separation (95116.0)	21,400	21,400	21,400	-	
Pasadena High School - 02a Modernize Gymnasium Complex (95075.0)	20,798,856	18,901,872	17,183,431	1,896,984	
Pasadena High School - 02b Campus Appearance/Identity (95080.0)	1,790,881	133,978	108,281	1,656,902	
Pasadena High School - 02c ADA Upgrade (DSA) (95074.0)	734,437	570,735	487,996	163,701	
Pasadena High School - 02d Campus Upgrds/Restrooms Upgrades (95119.0)	3,307,696	2,265,262	2,032,710	1,042,435	
Pasadena High School - COMPLETE: Artificial Track & Field (95005.0)	1,276,356	1,276,356	1,276,356	-	
Pasadena High School - COMPLETE: Career Technical Education (95145.0)	116,593	116,593	116,593	-	
Pasadena High School - COMPLETE: Drainage at Fields (95006.0)	620,577	620,577	620,577	-	
Pasadena High School - COMPLETE: Fire Alarm Corrections (95161.0)	36,005	36,005	36,005	-	
Pasadena High School - COMPLETE: Measure T E-Rate (95180.0)	644,227	644,227	644,227	-	
Pasadena High School - Kitchen Project (95139.0)	287,321	287,321	287,321	-	
Pasadena High School - Security System Upgrades (95117.0)	248,424	248,424	248,424	-	



# Consolidated Budget Status by Fund

Budget status summary by Fund (thru 11/13/2019)

## Budget vs. Commitments and Expenditures by Fund

**WARNING: Reconciliation Always in Progress**

### 21.1 - GOB (Measure TT Series A)

School Name - Project Name/Cost Group/Object Code	Budget	Commitments	Expenditures	Unencumbered Budget Remaining	Notes / Significant Changes since Last Report
Roosevelt Elementary School - 12 Multi-purpose Facility (95025.0)					
	1,831,607	1,831,607	1,831,607	-	
Roosevelt Elementary School - COMPLETE: Auto Door Openers (95062.0)					
	98,844	98,844	98,844	-	
Roosevelt Elementary School - COMPLETE: Measure T E-Rate (95180.0)					
	96,100	96,100	96,100	-	
Rose City High School - 07 Modification (95170.0)					
	467,069	459,419	456,344	7,650	
Rose City High School - COMPLETE: Career Technical Education (95145.0)					
	232,608	232,608	232,608	-	
Rose City High School - COMPLETE: Measure T E-Rate (95180.0)					
	134,493	134,493	134,493	-	
San Rafael Elementary School - COMPLETE: Measure T E-Rate (95180.0)					
	94,930	94,930	94,930	-	
San Rafael Elementary School - COMPLETE: Phase I (95011.0/17.0)					
	169,380	169,380	169,380	-	
San Rafael Elementary School - Modernization (95030.0)					
	1,952,380	1,893,127	1,884,864	59,253	
Sierra Madre Elementary School - 06 Phase II Upgrades (95126.0)					
	764,253	760,030	722,253	4,223	
Sierra Madre Elementary School - COMPLETE: Phase I - New Permanent Classroom Buildi					
	4,074,221	4,074,221	4,074,221	-	
Sierra Madre Middle School - COMPLETE: Career Technical Education (95145.0)					
	38,113	38,113	38,113	-	
Sierra Madre Middle School - COMPLETE: Measure T E-Rate (95180.0)					
	299,998	299,998	299,998	-	
Sierra Madre Middle School - New MS Campus (95038.0)					
	38,196,841	38,186,667	38,186,667	10,174	
Washington Accelerated Elementary School - 01 New Classroom/MPR Bldg (95045.0)					
	21,168,290	20,264,318	20,156,156	903,973	
Washington Accelerated Elementary School - Campus Improvements - Measure Y					
	5,631	5,631	5,631	(0)	
Washington Accelerated Elementary School - COMPLETE: Measure T E-Rate (95180.0)					
	251,858	251,858	251,858	-	
Washington Accelerated Elementary School - New Child Care Center (95067.0)					
	602,147	118,747	118,747	483,400	
Washington Middle School - COMPLETE: Career Technical Education (95145.0)					
	34,572	34,572	34,572	-	
Washington Middle School - COMPLETE: Measure T E-Rate 95180.0					
	261,489	261,489	261,489	-	
Washington Middle School - New Constr. & Mod. (95081.0)					
	16,664,530	16,251,140	16,047,246	413,390	
Webster Elementary School - Aud/AdminBldg/Kitchen/Playground (95047.0)					
	2,176,967	2,090,953	2,090,773	86,015	



# Consolidated Budget Status by Fund

Budget status summary by Fund (thru 11/13/2019)

## Budget vs. Commitments and Expenditures by Fund

WARNING: Reconciliation Always in Progress

### 21.1 - GOB (Measure TT Series A)

School Name - Project Name/Cost Group/Object Code	Budget	Commitments	Expenditures	Unencumbered Budget Remaining	Notes / Significant Changes since Last Report
Webster Elementary School - COMPLETE: Kitchen Modernization (95083.0)	19,858	19,858	19,858	0	
Webster Elementary School - COMPLETE: Measure T E-Rate 95180.0	139,666	139,666	139,666	-	
Webster Elementary School - COMPLETE: Preschool Shade Structure (95105.0)	132,613	132,613	132,613	-	
Willard Elementary School - COMPLETE: Exterior Upgrade & Window Replacement (9	711,113	711,113	711,113	-	
Willard Elementary School - COMPLETE: Field Installation/Irrigation & Demo (95	156,606	156,606	156,606	-	
Willard Elementary School - COMPLETE: Multi-Use Room (95002.0)	428,811	428,811	428,811	-	
Willard Elementary School - COMPLETE: Power & Fire Alarm Upgrade (95065.0)	393,698	393,698	393,698	-	
Willard Elementary School - COMPLETE: Water Meter Separation (95108.0)	47,115	47,115	47,115	-	
Willard Elementary School - HVAC Upgrades (95187.0)	297,217	297,217	297,217	-	
Willard Elementary School - Kinder and Pre-K Complex (95115.0)	4,143,768	4,138,009	4,138,009	5,759	
Wilson Middle School - COMPLETE: Classroom Demolition (95028.0)	72,421	72,421	72,421	-	
Wilson Middle School - COMPLETE: Painting & Window Replacement (95009.0)	618,777	618,777	618,777	-	
Wilson Middle School - COMPLETE: Water Meter Separation (95109.0)	79,225	79,225	79,225	-	
Wilson Middle School - Gym/Locker RM Courtyard Mod (95113.0)	5,063,321	5,036,321	5,036,321	27,000	
Wilson Middle School - Interim Housing (95181.0)	7,400	7,400	7,400	-	
<b>Totals</b>	<b>362,237,556</b>	<b>349,687,853</b>	<b>340,636,539</b>	<b>12,549,703</b>	