



**PASADENA UNIFIED SCHOOL DISTRICT (PUSD) CITIZENS' OVERSIGHT  
COMMITTEE (COC) MEETING  
Meeting Minutes of September 21, 2016**

**Location:** PUSD Headquarters, Room 229, 351 South Hudson Avenue, Pasadena, California 91109.

**Present:** Gretchen Vance, Pamela Boxley, Quincy Hocutt, Willie Ordonez, Clifton Cates, Jen Wang, Steven Cole, Geoffrey Commons, Derek Walker and Diana Verdugo.

**Absent:** Mikala Rahn, Joelle Morisseau-Phillips, Glen De Veer, Julie Root, and Chris Romero.

**Pasadena Unified School District (PUSD) Board Member Liaison:** Patrick Cahalan

**PUSD Staff:** Nelson Cayabyab, Chief Facilities Officer; Nadia Zendejas, Executive Secretary

**I. CALL TO ORDER**

*Ms. Vance*

The meeting was called to order at 6:32 p.m.

**II. PUBLIC COMMENT**

None

**III. APPROVAL OF JUNE 15, 2016 MEETING MINUTES**

Approval of the minutes was deferred due to the inadvertent inclusion of an erroneous draft in the review package.

**IV. PENDING BUSINESS, DISCUSSION AND ACTION**

*A. Citizens' Oversight Committee (COC) Meeting Minutes Subcommittee*

*Ms. Vance*

1. Ms. Vance expressed her appreciation to the committee members who assisted in putting together the draft minutes of the June 15, 2015 COC meeting.
2. Ms. Vance requested Staff to provide the COC with a draft of the meeting minutes within a week after the meeting, as per the agreed upon guidelines for COC meeting minutes.

*B. Independent Counsel - Retention and Function*

*Mr. Cates*

1. Mr. Cates informed the committee that nine legal counsel candidates were considered to represent the committee, which has selected Mr. Sam Balisy of the law firm Kutak Rock, located in Los Angeles. Mr. Cates added that Mr. Balisy has ample experience in the field of public finance, education law and California government law. On August 25, 2016 the Pasadena Board of Education approved the agreement with Sam Balisy and authorized a maximum amount of \$10,000.00 for his services to provide counsel to the Citizens' Oversight Committee.
2. Mr. Cates advised the committee to utilize the counsel services wisely due to the costs involved. He also stressed that the committee must not abdicate the responsibility of monitoring



the expenditures of Measure TT funds simply by turning issues over to counsel. Mr. Cates added that the committee should view Mr. Balisy as a consultant and advisor with regard to difficult issues that the committee identifies.

3. Mr. Cates noted that Mr. Balisy's legal advice to the committee will be kept confidential unless the committee waives those rights. A waiver of those rights would occur by disclosing received legal advice in a public forum.

4. Mr. Cates reminded the committee that it is the committee's responsibility to evaluate the proposed Facilities expenditures contained in board reports and advise the District and the Board if the committee supports or disapproves the expenditures. [*Note: Board Reports (BR's) are documents proposing expenditures to be made for Facilities improvements. The reports are submitted to the Board of Education for approval.*] He suggested that the committee should vote yay or nay on each board report to demonstrate support or non-support. It was requested that Mr. Hocutt bring forward for discussion several examples of recent issues contained in Board Reports.

*C. Proposed Measure TT Expenditures for COC Review in Board Reports 1041-F through 0905-F*  
*Mr. Hocutt*

1. Board Report 1041-F: Mr. Hocutt questioned why the District would purchase accounting software using Measure TT funds, stating that this software does not appear to be related to physical construction activity. Mr. Cayabyab explained that the impetus for this software was to support the District's financial statements in the event that a tax audit might occur in the next three years. He also added that this board report has now been pulled from consideration and it is not being submitted for board approval.

Mr. Cates commented that this proposed expenditure is not an expenditure allowed by the law. He added that this board report was referred to their counsel and the counsel advised the committee that this software should not be funded using Measure TT funds. Lastly, Mr. Cates recommended to the committee that should this board report be submitted for board approval in the future, the committee should vote to not recommend support for this activity.

**Action:** Mr. Cates moved to defer any further action on board report 1041-F until such time as it might reappear, and Pam Boxley seconded the motion.

**Vote:** Motion carried 5-1. 2 abstained.

2. Board Report 1075-F: Mr. Hocutt questioned why eleven past projects had not been closed with the Division of State Architects (DSA) at their time of completion and why are we hiring a consultant to prepare paperwork to close them at this much later time? Mr. Cayabyab explained that in the past (before his arrival) the District Staff was not enforcing the close out of the projects with DSA. Now, before the Division of State Architects (DSA) can review new plans for new projects, any open previous projects must be closed out with certification by DSA. The process to close out a project with DSA involves gathering and submitting all the required documentation on change orders, amendments, and submitting all the test and data sheets. Mr. Cayabyab added that the new process to close out all projects with certification by DSA is now



in place and that it is the Project Inspectors' responsibility to close out each project with DSA. Before the district issues the last pay check to the inspector the project must be certified and closed out with DSA. Lastly, he mentioned that the reason why a consultant (Val Matteson) is being hired to close out the eleven projects not previously closed with DSA certification is because she has extensive experience in successfully closing projects.

**Action:** Mr. Cates motioned to support the board report 1075-F and Ms. Vance seconded.

**Vote:** Motion carried unanimously 8-0

3. Mr. Hocutt asked Staff if Board Report 1065-F expanded on Board Report 1048-F and why there were no proposed expenditures listed. Mr. Cayabyab confirmed that Board Report 1048-F was to approve the proposal for the architectural services at Jackson and Longfellow while Board Report 1065-F was to add John Muir High School to the architectural services agreement with WLC Architects.

**Action:** Mr. Cates moved to defer any consideration on Board Report 1065-F until there is a specific amount listed on the proposal and Mr. Cole seconded.

**Vote:** Motioned carried 7-1.

4. Board Report 1068-F: Mr. Hocutt questioned why the District is paying Parsons Corporation to perform the local hire monitoring. Mr. Cates mentioned that he does not believe the contract with Parsons is an expense related to construction. Also, Mr. Walker questioned if District Staff could assign personnel to monitor the local hiring so that we do not have to pay Parsons to monitor the local hiring, then this would defer the expense with Parsons Corporation. He added that he does think this expense is related to construction. Mr. Cayabyab recommends not to renew the contract with Parsons when it expires in February 2017. Mr. Cates added that this Board Report was referred to counsel and that the counsel advised the committee that if the contract with Parsons is designed to monitor the construction projects funded through Measure TT then it can be funded; however, it seems to be more of a public relations effort.

**Action:** Ms. Boxley motioned to support Board Report 1068-F and Mr. Walker seconded the motion.

**Vote:** Motion carried 5-2; 1 abstained.

5. Board Report 1069-F: Mr. Hocutt commented that if the contractor did not perform required work correctly, why would the District be charged for change orders. Mr. Cayabyab clarified that the additional services proposal is actually for architectural fees on the design and continued service in response to the Contractor's request for information (RFIs).

**Action:** Ms. Vance motioned to support Board Report 1069-F and Mr. Cates seconded the motion.

**Vote:** Motion carried 7-1.

6. Board Report 1070-F: Mr. Hocutt questioned why an expenditure for portable structures is being proposed under Measure TT when one purpose of Measure TT was to provide permanent improvements and not to perpetuate portable structures. Mr. Cayabyab informed the Committee that the use of portables in this board report is for interim housing only. This interim housing gives the noted school an opportunity to continue with their programs while construction is in process.



**Action:** Mr. Cates motioned to support Board Report 1070-F and Ms. Boxley seconded.

**Vote:** Motion carried unanimously 8-0.

7. Board Report 1079-F: Mr. Walker questioned if the district has insurance that would cover the change order request from the contractor. Mr. Cayabyab responded in the negative, because this change order was due to unforeseen conditions. That is the reason why the contractor had to add it to the contract and incurred the additional cost. He also added that the soils testing Phase I Environmental Assessment (PEA) was never conducted on this project under the past administration, and for this reason the unsuitable soils on the site were not detected. To prevent this from recurring, Mr. Cayabyab now makes it mandatory for all new construction projects to have a PEA completed prior to beginning construction. Mr. Walker asked if the District has insurance that would cover the change order request on the wheel chair ramp and Mr. Cayabyab replied in the negative because this change order was due to a District requested scope change in the plans.

**Action:** Mr. Cates motioned to support Board Report 1079-F and Mr. Walker Seconded.

**Vote:** Motioned carried 7-0: 1 abstained.

8. Board Report 1090-F: Mr. Hocutt asked if this board report is a duplicate of Board Report 1055-F. Mr. Cayabyab clarified that Board Report 1055-F was to approve the proposal of the lease for a portable trailer and Board Report 1090-F was to approve the agreement of the lease.

**Action:** Mr. Commons motioned to support Board Report 1090-F and Ms. Boxley seconded.

**Vote:** Motion was carried unanimously 8-0

*D. Process for Review of TT Expenditures*

*Mr. Cates & Ms. Vance*

Ms. Vance asked District Staff how quickly they could send the COC committee proposed board reports for review before they go to the Facilities Committee. Mr. Cayabyab replied that the board reports are sent to the Facilities Committee 72 hours before their meeting. Mr. Cayabyab agreed to send the proposed board reports to the COC at the same time that the board reports are sent to the Facilities Committee. That would allow the COC to have 48 hours to review the board reports and make their recommendations to the Facilities Committee before their meeting. Nadia will email the proposed board reports to Mr. Cates, Mr. Hocutt, Mr. Cole, Mr. Walker and Ms. Vance.

*E. Performance and financial audits*

*Messrs. Whittington and Cates*

This item was postponed until the October meeting. Ms. Vance recommended to the committee that they read the draft audit report that was provided to them so that they can have questions to ask Jimmy Whittington at the next meeting when he presents the audit report.

*F. School Site Counsel Representatives and Schedule*

*Ms. Vance*

- Ms. Vance shared with the committee that on the first Monday of each month the District Advisory Council (DAC) meets at the Education Center at 6:00 p.m. she



asked committee members to volunteer to attend the DAC meeting to get feedback from multiple school site council representatives.

- Mr. Walker volunteered to be added to the Marshall Fundamental School site council meetings schedule.
- Ms. Verdugo volunteered to be the DAC representative for the committee and attend the DAC meetings.
- Mr. Hocutt requested assistance from the committee with updating the School Site council spreadsheet. He mentioned that there is missing information on the list, for example, some office managers' names and e-mail addresses. He asked that they send him the information so that he could update the spreadsheet.
- Mr. Hocutt attended the John Muir High School site council meeting and reported that Principal Sippel was very pleased with Mr. Cayabyab's efforts with moving the school's plans ahead.
- Mr. Cole shared that the upcoming Site Council training is scheduled for September 28, 2016 from 9 to 11 am and 6 to 8 pm. He encouraged all to attend.
- Ms. Vance attended the Pasadena High School site council meeting and she requested that Mr. Cayabyab schedule a visit with the new Principal at PHS to inform him of the construction plans at that site. Staff will schedule a meeting to brief the Principal on the school plans.
- Ms. Verdugo asked about the status of issuing badges for the COC members to use when they visit school sites. Mr. Cahalan said he would follow-up with the Superintendent's office on this.

#### *G. COC Website*

*Messrs. Cahalan and Cates*

- Mr. Cates mentioned that there has been progress on the COC website but there is still significant work to be done. He requested a meeting with Project Manager Kris Zazirski to inform him of the changes the Committee would like to see on the Measure TT webpage and to work more closely with him to ensure completion.
- Mr. Cahalan commented that Mr. Zazirski has accomplished all of the items that Mr. Cates and Ms. Vance had requested to date, a description with which Mr. Cates did not agree. He added that he had sent Kris Mr. Cates request to give the COC members access to the COC member page so that they would be able to update the page and post meeting materials themselves. Once this request is completed an account can be set for Ms. Vance. Mr. Cahalan also offered to sit down with Mr. Zazirski, Mr. Cates and Ms. Vance to show them how to modify and make updates to the webpage.

#### **V. REPORT BY COC PROJECT FINANCE MONITOR**

*Ms. Boxley*

- Ms. Boxley shared that the District's accounting staff has added an extra column to the consolidated budget status spreadsheet that will show any changes to the projects' costs. The report also allows one to look at the detail data to see where the changes occurred.
- Ms. Boxley asked Nadia to e-mail the budget spreadsheet to all members and post the spreadsheet with the meeting materials online.



## **VI. REPORT BY CHIEF OF FACILITIES**

*Mr. Cayabyab*

### *A. Proposed Future Measure TT Expenditures*

i. Historical Significance Survey Cost for Linda Vista and San Rafael Elementary Schools.

- Mr. Cayabyab explained that the Pasadena Heritage community has expressed concerns that historical sites be maintained. There has never been an historical survey done at any PUSD site. This survey is proposed to perform the research necessary to determine if a school site is considered of historical significance. If a site is considered to have historical significance, it will then dictate the way construction is planned due to a requirement to preserve the site's historical significance.
- Mr. Cates was dubious about the propriety of charging the expense of the survey to Proposition TT funds and requested that Staff provide the committee with a board report on this proposal so that it can be further analyzed.

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ii. California Financial Services costs for records and PeopleSoft (software) reconciliation (Tax Audit Preparation).

- Mr. Cayabyab informed the committee that this item was pulled by Staff and was not submitted for board approval.

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iii. Consideration of water testing at school sites.

- Mr. Cayabyab informed the committee that there was an issue with drinking water not being tested at school sites often enough. Mr. Cayabyab is proposing to have this proposal approved under Measure TT on the basis of student safety.
- Again, Mr. Cates expressed doubt as to whether this is a proper Proposition TT expenditure but recommended that the committee take no action until it received a formal Board Report. Mr. Cates added that moving forward the Committee should be given the opportunity by the District to review all proposed Proposition TT expenditures before they are submitted to the Board for approval.

### *B. Facilities Organization Charts with proposed new hires.*

- Mr. Cayabyab informed the committee that one of his construction specialists has resigned from the District and he has replaced her with the second candidate on the eligibility list for this position. A third construction specialist position is being advertised to fill that position. He also stated that he has started the process with the Personnel Commission to hire a Director of Construction and it will take approximately six months to fill this position. Mr. Walker asked if the new hire would be able to replace Parsons Corporation local hire monitoring, and Mr. Cayabyab confirmed this.

## **VII. REPORT BY BOARD OF EDUCATION LIAISON**

*Mr. Cahalan*

- Mr. Cahalan informed the committee that the Educational Master Plan was presented last week and the documents are available to view on the PUSD website under the meeting documents heading. He added that the full PUSD board meeting is scheduled for





September 22, 2016. He also reported that the Facilities and Finance committee meetings may change their meeting dates and he will know definitive dates by Friday, September 23, 2016.

**VIII. REPORT BY COC LIAISON TO FACILITIES COMMITTEE**

*Mr. Cole*

- Mr. Cole informed the COC that he had attended all of the PUSD Facilities committee meetings over the summer months and everything discussed there had been covered in tonight's meeting. He noted it was unclear if the impending high school swimming pool projects would be funded by Measure TT. Mr. Cayabyab informed the committee that the pool projects will be funded under Measure TT and that the projects are currently in the planning process.

**IX. FUTURE MEETING AGENDA ITEMS, DATES, AND LOCATIONS**

- Ms. Vance requested that the upcoming October 19 meeting be held at Pasadena High School.

**X. ADJOURNMENT**

The meeting was adjourned at 9:15 p.m.



**PASADENA UNIFIED SCHOOL DISTRICT (PUSD)**  
**CITIZENS' OVERSIGHT COMMITTEE (COC) MEETING**  
**Meeting Minutes of June 15, 2016**

**Location:** 351 South Hudson Avenue, Pasadena, California 91109. Room 236

**Present:** Gretchen Vance, Pamela Boxley, Quincy Hocutt, Willie Ordonez, Clifton Cates, Jen Wang, Steven Cole, Geoffrey Commons, Glen deVeer, and Derek Walker

**Absent:** Diana Verdugo, Dr. Mikala Rahn, Joelle Morisseau-Phillips, and Chris Romero

**Pasadena Unified School District (PUSD) Board Member Liaison:** Patrick Cahalan

**PUSD Staff:** Nelson Cayabyab, Chief Facilities Officer; Veronica Jimenez, Interim Executive Secretary

**I. CALL TO ORDER**

**Ms. Vance**

The meeting was called to order at 6:32 P.M.

**II. Public Comment**

None

**Agenda items IV & V were moved up on the agenda**

**IV. Approval of Minutes of March, April and May, 2016**

Mr. Cates made a motion to approve the March, April and May minutes. Mr. Cole seconded the motion. The minutes were unanimously approved.

**V. Pending Business, Discussion and Actions**

**A. Citizens' Oversight Committee "Minutes Sub-Committee"**

**Mr. Hocutt**

1. A PowerPoint presentation was given proposing that a sub-committee of the COC should be created to improve the meeting minutes of the COC committee.
2. It was stated that administrative support by the District Staff would still be required to provide a written transcript of the meeting discussions and to prepare the necessary first draft in the proper format as soon as possible after the meeting while what occurred is still fresh in everyone's mind.
3. It was proposed that software (*such as "Dragon Naturally Speaking"*) should be utilized to create a verbatim written transcript from the audio recording.
4. It was proposed that the new sub-committee, upon receiving the transcription and initial draft by Facilities, would complete a second draft for submission electronically to the full COC for review within ten business days of the meeting.





5. Upon receiving feedback from the members, a final draft for review and approval of the full COC would be submitted by e-mail for committee review, no later than one week prior to the next scheduled meeting.
6. The COC would vote to accept or reject the minutes during the monthly meeting. If rejected, immediate discussion must take place to resolve any disputed items. The approved minutes will be submitted to the COC's Website Sub-committee for posting to the COC Website. Mr. Cates noted that supporting documentation from the meetings also needs to be posted to the COC Website.

**Action:** The committee and the District representatives approved the proposal for production of the committee's minutes and Ms. Vance appointed Mikala Rahn, Jen Wang and Diana Verdugo to the Citizens' Oversight Minutes Sub-committee. Mr. Cahalan will investigate the possible usage of the District's television station transcription software. Mr. Cayabyab will investigate transcription services and software programs.

*B. Updates from School Site Council Representatives*

- Ms. Wang noted that Pasadena High School has a new principal, along with several other schools in the district.
- Ms. Boxley suggested that committee members contact their respective school principals during the summer to become involved with the upcoming school year Site Councils.
- Mr. Hocutt requested that all updated contact information for the Site Councils be forwarded to him for updating of the "Site Council Spreadsheet" to be posted on the COC website.

*C. Action on March 16, 2016 COC resolution regarding Board Report 914-F (a contract with Goodwin Simon Strategic Research)*

- Mr. Cayabyab stated that this issue has been resolved. A journal fund code has been established and when the purchase order (P.O.) is fully paid out, that amount will be reimbursed to Measure TT. The transaction will be complete once the P.O. has been completed at the end of the fiscal year on June 30, 2016.
- Discussion on this topic included concerns that this expenditure was not appropriate for charging to Measure TT as the Committee had passed a resolution to that effect in the March Meeting. Also reiterated was that one purpose of the Oversight Committee is to ensure that Measure TT bond revenues are expended only for voter-intended Measure TT purposes.
- A member of the Facilities Committee of the Board of Education made a point that text in the bond measure indicated that there are some items that are at the discretion of the



Board of Education to determine if they can be charged against Measure TT bond funds, as long as they are not listed as items that were specifically excluded in the language of Measure TT. The Board of Education has the final say overall proposed TT expenditures, subject to the requirements of the law.

- Written confirmation of the reimbursement to Measure TT from the General Fund for the efforts of Goodwin Simon was requested by the committee members.
- Mr. Cahalan commented that whether or not this expenditure is or is not under the letter of the law (and advice of counsel was suggested), the auditors could flag the expenditure in June.
- Ms. Vance pointed out that the Citizens' Oversight Committee may require more representation at the School Board's Facilities Committee and asked all COC Committee members to take a look at all the board reports that are presented to the Facilities Committee before they go to the Board for approval. If there were any objections, we could make a recommendation to relay to the COC Committee's Facilities representative.

**Action:** The Facilities department's Executive Secretary is henceforth to send a copy of the Facilities Committee agenda items and attachments to the Citizens' Oversight Committee to review.

*D. Action on May 18, 2016 Citizens' Oversight Committee resolution regarding charging of CA Patrol Service security cost to Measure TT funds*

- This proposed expenditure, which the Citizens' Oversight Committee had disapproved at its May 18, 2016 meeting, was pulled from the School Board agenda at the May 30th meeting until the District receives a competitive bid.
- The competitive bid will be for the next fiscal year. The CA Patrol Services contract (the current contractor) will end this fiscal year.
- Mr. Cahalan informed the committee that there is some tension on the Board with regard to the needs for this service related to other issues such as hiring district personnel instead or retaining a patrol company as needed. This service was felt to be needed due to recent school break-ins and other security issues, and was intended to be temporary until a recent bomb scare incident. The School Board has not decided upon long-term use of any patrol company.
- Mr. Cates questioned whether TT funds should be utilized for security costs at all, and if the answer is "Yes", how much of Measure TT funds are determined to be used for this expenditure, and on what basis is an allocation of such an expense made between TT funds and non-TT funds?
- Mr. Cahalan proposed to take the Citizens' Oversight Committee concerns to the Facilities Committee.
- Ms. Vance suggested the possibility of determining the percentage of campuses district wide that have construction in order to allocate the expense of this expenditure.



**Committee suggestion:** Include a description in the Staff Analysis portion of the Board Report as to which percentage of school sites are under construction to provide a basis for allocating Measure TT funds appropriately.

*E. Future preparation of project expense reports based on accountability software*

- Ms. Vance informed the committee that Ms. Boxley had not been able to provide a report.
- Mr. Cayabyab presented two financial reports from the District's Accountability Software: the Interactive Report and the Consolidated report (items provided in the Citizen's Oversight Committee agenda packet) to determine if the committee would like to use these on a regular basis. The committee has taken this under advisement and will respond in a future meeting as to the reports it feels would adequately inform our public constituency.
- Mr. Cahalan stated that what needs to be seen in the upcoming Facilities Master Plan is reconciliation between the amount of the original 2008 budget and what the current budget is, and what decisions led to these changes. There needs to be a description of the actions being taken in order to support the Educational Master Plan and what can actually be covered with the remaining Measure TT funds. The COC needs to ensure that the remaining TT funds can deliver what we are actually planning for, and also provide status on projects that may or may not have been reduced in scope in 2012, but are still being expected by the schools. We need to inform our community of any changes in a timely manner. This will be made clear in the Facilities Master Plan.

**Committee Concern and Suggestion:** The committee requested retaining outside independent counsel to advise it on the legality of certain proposed Proposition TT expenditures that the committee deems questionable. The committee wants to determine if certain prior and proposed expenditures (such as beginning planning for a new Master Plan, public relations efforts, and security costs) are allowable under the law.

**Action:** Mr. Cahalan is to consult with the School Board's general counsel regarding these concerns for guidance. Ms. Vance is to send the School Board a request to provide contact information and funding authorization for legal counsel. It is noted that the California Education Code (Section 15280a) provides that "the governing board of the district shall...provide the citizens' oversight committee with any necessary technical assistance...."

### **III. Report by the Chief of Facilities**

**Mr. Cayabyab**

#### **1. Summary of Refinancing of existing bonds:**

The Measure TT bonds refinancing and reissue process is complete, saving \$10.4 million in interest expense. All remaining proceeds from the issuance of bonds pursuant to Proposition TT have been issued and are available for use and should be spent within 3 years. Detailed information is posted on the Measure TT Website.



## **2. Summary of Financial & Performance Audit Dates:**

- A date is being determined as to when the books need to be closed because it is easier to conduct the audit when the books are closed.
- The annual audit is being scheduled for the last week of August.

## **3. Update on Summer Projects:**

- The John Muir High School Modernization and Black Box Theater upgrade is in process.
- The Pasadena High School Phase I modernization is getting ready to go to bid.
- The Don Benito interim housing project and upgrade of portables is in process.
- Washington Accelerated Middle School has on-going issues with the contractor. We are deleting a portion of the initial contract in Building A at Washington Accelerated to alleviate some of the problems with this contractor. It no longer meets the needs of the school. The Washington Accelerated Gym should be finished in August.
- The McKinley Phase I project is in the process of filing a Notice of Completion and completing the last change order. This project went beyond its scheduled completion time and budget, and damage control was needed. There are still time delays pending to be submitted by the contractor.
- Roosevelt plans submitted are being finalized. Water pressure issues are being worked on with the City of Pasadena.
- Norma Coombs is starting on interim housing. Pasadena Water and Power should be able to have a solution to the water pressure issue at this school.
- The Blair Modernization project is finishing up the HVAC (heating, ventilation and air conditioning) actions. The District is removing portables and will start mitigation on the contaminated area.
- The Jefferson walk-through was completed. The 2008 plans were outdated and were cancelled by the Department of State Architects, precipitating this start over effort.
- The Longfellow site walk-through was conducted. What was initially approved in 2008 is no longer the school's desire.
- District Pools: Refurbishing has begun on the John Muir, Pasadena High and Blair High swimming pools.
- Burbank/Hodges & Peoria/Stratford: Stratford is moving into Burbank Elementary and the Early Childhood Education administration building staff is moving in to portables while Hodges & Peoria are upgraded.
- Ms. Vance inquired about the update regarding name badges for our committee representatives to wear when attending their respective School Site Council meetings.
  - Mr. Cahalan will follow up for status.
- A request was made for Mr. Cayabyab to provide project updates in writing. Project Managers will be asked to write a descriptive paragraph to provide information to the School Site Councils.



#### **VI. Report by the Board of Education Liaison**

**Mr. Cahalan**

- Mr. Cahalan briefed the committee regarding the items to be included in the Special Board Meeting upcoming on June 16. Agenda items will include the LCAP (Local Control and Accountability Plan) and the Fiscal Year Budget Presentation, plus the issue of whether or not to support the Metro/Caltrans proposed Route 710 tunnel under Pasadena.
- Ms. Vance attended the Educational Master Plan meeting led by Mercy Santoro (Associate Superintendent for School Support Services.) The Educational Master Plan is still under development with an expected completion date of September/October.

#### **VII. Report by COC Liaison to Facilities Committee of the School Board.**

**Mr. Cole**

Mr. Cole reported that all matters discussed at the Facilities Committee that were relevant to COC have been discussed throughout this COC meeting.

#### **VIII. Reports by COC Website Improvement**

**Mr. Cates**

- The Website Improvement Sub-committee has submitted a detailed proposal to the COC Board Liaison, in writing, for improvements to the COC Website. This proposal included establishing an independent website for the COC, linked to the PUSD's home page, which would include at least all referenced documents in COC meetings, copies of all pertinent legal statutes involving Measure TT funds, information on and contacts for COC members, agenda items and meeting minutes, pertinent budget spreadsheets, site council information, and photographs of current Measure TT construction projects.
- Mr. Cahalan states he is working on the items in the proposal with the assistance of Project Manager Kryz Zazirski.

#### **IX. Further Committee Comments:**

- Mr. Commons recommended starting in September to have an attendance record to note the presence of all committee members at each meeting. Ms. Vance referred to the Committee by-laws, which state no more than 3 absences in a row are allowed.
- The committee agreed that our meetings would remain on the third Wednesday of each month, starting again in September for the 2016-2017 School year. The next scheduled meeting will be on Wednesday September 21, 2016.
- Derek Walker has a schedule conflict due to Union meetings at this time. Ms. Vance recognized the importance of union meetings and approved Mr. Walker to be late to the COC Committee meetings.

**Action:** Veronica Jimenez to send out the committee meetings' schedule for September through November. She will forward e-mails as to when committee members will be absent and e-mail a clean copy of the bylaws.

#### **X. Adjournment**

**Ms. Vance**

- The meeting was adjourned at 8:45 p.m.

|  | BOARD<br>REPORT ITEM  | COC COMMENT<br>Original Board Reports and documentation is included in a separate file.   | COSTS  | IS THIS<br>ACCEPTABLE<br>UNDER<br>MEASURE TT ?                | Is This<br>PLANNING<br>FOR A<br>FUTURE<br>PROJECT ? | Action taken on<br>proposed Prop TT<br>expenditures                   |
|--|---|---|--|---|---|---|
|  | Color codes for BR numbers are: <b>RED - highly questionable under TT</b> Grey - open to interpretation |   |  |   |   |   |
|  |   |   |  |   |   |   |
|  |   |   |  |   |   |   |
|  | <b>1041</b>   | This is the stated background: <i>The district is in the process of reconciling its historical financial data for all previous and current measures. In order to better facilitate accountability and transparency the district is in need of a more robust and all-encompassing accounting software and services .</i> This is a Professional Services Agreement.  | \$180,000. .<br>Why do they need more financial services - the PUSD has a budget control officer. How would this be a FACILITIES cost? | <b>NO</b>   |   | This Board report was pulled and was not submitted for board approval |
|  |   |   |  |   |   |   |
|  | <b>1065</b>   | Board Report 1048-F included a "needs assessment" for Jackson elementary. This is an amended architectural services and needs assessment contract for WLC architects for John Muir High, Longfellow and Jackson Elementary.   | No estimate of fees is given   | Perhaps, but it seems duplicative of BR 1048.                 | Yes   | Board Approved this board report on 7/28/2016                         |
|  |   |   |  |   |   |   |
|  | <b>1068</b>   | To extend a previous professional services agreement between the District and Parsons Constructors . It is a continuity of work agreement between PUSD and LA and Orange Counties. They do such things as visit job sites, monitor schedules (I guess that is what kept the McKinley schedule in check !), identify employment candidate for apprenticeships, report on contractor and local hire performance, etc. I don't see how this builds a product. I skimmed through the latest report - it appears to deal with workplace and union issues | \$64,844   | Possibly not. It seems to deal with non-construction issues . |   | Board Approved this board report on 7/28/2016                         |
|  |   |   |  |   |   |   |
|  | <b>1069</b>   | Added time extension for construction administration with LPA (an architect) for the McKinley High School ( <i>sic</i> ) phase 1 modernization. The background write-up gave numerous examples of failure of the contractor and then asked for approval of additional payment for the architect to continue to deal with the contractor.  | \$18,000   | Impacts Measure TT  |   | Board Approved this board report on 7/28/2016                         |





|  | BOARD<br>REPORT ITEM  | COC COMMENT<br><br>Original Board Reports and documentation is included in a separate file.  | COSTS   | IS THIS<br>ACCEPTABLE<br>UNDER<br>MEASURE TT ?   | Is This<br>PLANNING<br>FOR A<br>FUTURE<br>PROJECT ? | Action taken on<br>proposed Prop TT<br>expenditures |
|--|---|--|---|--|---|---|
|  | Color codes for BR numbers are: <b>RED - highly questionable under TT</b> Grey - open to interpretation |  |   |  |   |   |
|  |   |  |   |  |   |   |
|  |   |  |   |  |   |   |
|  | <b>1070</b>   | Architectural and Design services to support movement of a portable classroom to Sierra Madre for science programs. These were at Blair and are now at Altadena. DSA approval is required, but was not obtained when it moved to Altadena. <b>This APPEARS to be a duplicate of the effort in BR 1054.</b>   | \$28,000  | <b>NO.</b> Already covered in BR1054 ?   |   | Board Approved this board report on 7/28/2016       |
|  |   |  |   |  |   |   |
|  | <b>1075</b>   | This is for approval of a contract renewal with Val Matteson ( a consultant and apparent expert as a DSA close out specialist) for DSA Closeout services for 11 projects presently not closed with certification. . Facilities apparently never closed 11 projects and now they are hiring a "consultant" to close out these unclosed projects with DSA.   | \$59,500  | <b>NO.</b> Measure TT should not be a bailout for failure of Facilities to perform their function. |   | Board Approved this board report on 7/28/2016       |
|  |   |  |   |  |   |   |
|  | <b>1079</b>   | This is the sixth change order added to new construction at Washington Elementary. It covers unforeseen conditions of soil and district requested scope changes. The project is 45% complete and this change order brings the total changes to 11.2%. Some items were errors, such as mis-located reinforcing steel. Apparently contractors are not responsible for their own errors ? And "stand-by time" while suitable back fill materials were located. There was a \$54,209 item for changes to fencing and ramps and landscaping because Building D was relocated from the original contracted location. | \$270,746   | Yes, but poor performance caused some of these changes.  |   | Board Approved this board report on 7/28/2016       |
|  |   |  |   |  |   |   |
|  | <b>1090</b>   | A three year lease of a trailer for storage of books for the Balanced Literacy Program at San Rafael elementary. Stated attachments were not provided.   | \$16,793. This is a <b>duplicate of BR 1055</b> which was previously approved by the Board. | Yes, but a duplicate.  |   | Board Approved this Board Report on 8/25/2016       |

| BOARD<br>REPORT ITEM | COMMENT<br>(All original data contained in package attached to June 9, 2016 Facilities Committee Meeting)   | COSTS   | Action taken on<br>proposed Prop<br>TT expenditures |
|----------------------|---|---|---|
| 1038                 | f inspection servicesL for portable relocation project at Field Elemetary and Norma Coombs.   | \$46,768.<br>Assumed to be funded<br>under Measure TT | Approved at June<br>16, 2016 Board<br>Meeting       |
| 1039                 | Design services for a new Kiln Room at Norma Combs.   | \$36.750.<br>Assumed to be funded<br>under Measure TT | Approved at June<br>16, 2016 Board<br>Meeting       |
| 1040                 | Additional L inspection services for a Project Inspector while the punch list is being processed  | \$30,000 MEASURE TT                                   | Approved at June<br>30, 2016 board<br>meeting       |
| 1041                 | This is the stated background: <i>The district is in the process of reconciling its historical financial data for all previous and current measures. In order to better facilitate accountability and transparency the district is in need of a more robust and all-encompassing accounting software and services .</i><br>This is a Professional Services Agreement. | \$180,000.<br>Measure TT account.                     | BR was not<br>submitted for<br>approval.<br>PULLED  |
| 1042                 | <b>Design services</b> for a regulation swimming pool at Pasadena High School.  | \$481.987 Measure TT                                  | Approved at June<br>30, 2016 board<br>meeting       |
| 1043                 | Pool modernization at John Muir High School.  | \$485.769.40 Measure<br>TT                            | Approved at June<br>30, 2016 board<br>meeting       |
| 1044                 | There was no BR 1044-F included.  |   |   |

| BOARD<br>REPORT ITEM | COMMENT<br>(All original data contained in package attached to June 9, 2016 Facilities Committee Meeting)   | COSTS   | Action taken on<br>proposed Prop<br>TT expenditures |
|----------------------|---|---|---|
| 1045                 | Design services (master planning efforts) for Onyx Associates for McKinley modernization, phase 2. ( K through 8 )                                      | \$106,465 Measure TT  | Approved at June 30, 2016 board meeting             |
| 1046                 | Design services (master planning efforts) for Swift Lee for Altadena Elementary modernization.  | \$163,200 Measure TT  | Approved at June 30, 2016 board meeting             |
| 1047                 | Design services (master planning efforts) for PJHM to perform a needs assessment for Franklin and Madison Elementary school modernizations.             | \$80,637.50 for Franklin and \$69,767.50 for Madison, from Measure TT funds.                                  | Approved at June 30, 2016 board meeting             |
| 1048                 | An architectural service agreement for WLC Architects and a needs assessment proposal for Jackson Elementary .  | \$591,625 from Measure TT   | Approved at June 30, 2016 board meeting             |
| 1049                 | Needs assessment by Ruhnau, Ruhnau & Clark as part of the master planning efforts for Don Benito, Washington Accelerated, and Washington Middle School. | \$34,097 for Don Benito, \$39,487 for Washington ACC. And \$42,637 for Washington Middle. All from Measure TT | Approved at June 30, 2016 board meeting             |
| 1050                 | Needs assessment by PBK & DC as part of the master planning efforts for Linda Vista Elementary and San Rafael Elementary.                               | \$65,780 for Linda Vista and \$74,978 for San Rafael. All funds from Measure TT                               | Approved at June 30, 2016 board meeting             |

| BOARD<br>REPORT ITEM | COMMENT<br>(All original data contained in package attached to June 9, 2016 Facilities Committee Meeting)   | COSTS                       | Action taken on<br>proposed Prop<br>TT expenditures |
|----------------------|---|-----------------------------|---|
| 1051                 | Professional Remodeling design & oversight services for Peoria Place & Hodges Center to accommodate Preschool staff from Burbank Elementary and Young & Health program from John Muir High School.  | \$353.500 from Measure TT   | Approved at June 30, 2016 board meeting             |
| 1054                 | Flewelling & Moody of drawings, etc to move a portable classroom to Sierra Madre Elementary to support Science activities. Does not actually include purchase or installation of the portable classroom from Blair High. Construction estimated to be between \$30 & \$40 K. Note that a lot of these design services lead to much higher construction figures - are they being captured somewhere for a budget fit analysis? | \$28,000. From Measure TT   | Approved at June 30, 2016 board meeting             |
| 1055                 | Renting a storage trailer for books at San Rafael Elementary for the Balance Literacy Program.  | \$16,793 from Measure TT    | Approved at June 30, 2016 board meeting             |
| 1056                 | Onyx Architectural services to provide a temporary restroom for McKinley kindergarten use until Phase II construction is completed.   | \$29,185 from Measure TT    | Approved at June 30, 2016 board meeting             |
| 1057                 | Onyx architectural services to move an old MUir scoreboard to the softball field.   | \$9,200 from Measure TT     | Approved at June 30, 2016 board meeting             |
| 1058                 | Here is the "purchase" of the temporary restroom for McKinley kindergarten referred to in BR 1056. To be available Sept. 2016.  | \$92,816.00 from Measure TT | Approved at June 30, 2016 board meeting             |

| BOARD<br>REPORT ITEM | COMMENT<br>(All original data contained in package attached to June 9, 2016 Facilities Committee Meeting)   | COSTS  | Action taken on<br>proposed Prop<br>TT expenditures |
|----------------------|---|--|---|
| 1059                 | Burbank EEC is being leased to Stratford. PUSD staff at Burbank require interim housing. This leases for two years four relocatable classroom buildings   | \$62,200 assumed from Measure TT   | Approved at June 30, 2016 board meeting             |
| 1060                 | A project inspector is needed for construction of the black box theater at Muir High School.  | \$69,520. Does not call out TT, but is similar to proposals that do utilize those funds  | Approved at June 30, 2016 board meeting             |
| 1061                 | Project inspection for Muir High School Modernization.  | \$250,272. Does not call out TT, but is similar to proposals that do utilize those funds | Approved at June 30, 2016 board meeting             |
| 1062                 | Project inspector for Pasadena High gymnasium modernization   | \$140,208 Does not call out TT, but is similar to proposals that do utilize those funds  | Approved at June 30, 2016 board meeting             |
| 1064                 | This is a change order for McKinley K8 Phase I new construction (original value of \$16,300,000. It covers such things as changing the swinging of a gate to impinge on a public sidewalk and running into piping that was not known to be there. | \$17,579 from Measure TT   | Approved at June 30, 2016 board meeting             |

| <div>  <div> <b>REPRESENTATION OF</b><br/> <b>CITIZENS' OVERSIGHT COMMITTEE (COC)</b><br/> <b>ON PUSD SCHOOL SITE COUNCILS</b> </div>  </div> |                  |   |   |                                 |  |                             |                              |         |                           |
|---|------------------|---|---|---------------------------------|--|-----------------------------|------------------------------|---------|---------------------------|
| Data as of 9/22/16  |                  | List Maintenance by Q. Hocutt at qh001@earthlink.net              |   |                                 |  |                             |                              |         |                           |
| SCHOOL  | Type             | SCHOOL ADDRESS  | PRINCIPAL   | Office Manager                  | COC Member                                 | School Site Council Meeting |                              |         |                           |
|   |                  |   |   |                                 |  | Site Council Chair          | Date                         | Time    | Location                  |
| <b>Altadena</b>   | Elementary K - 5 | 743 E. Calaveras Street<br>Altadena 91001<br>626-396-5650         | Ana Maria (Ria) Apodaca<br>apodoca.ana@pusd.us        | Maria Luna-Fernandez,<br>x14096 | No Bond Construction Activity at this Time |                             | Second Tuesday of each month | 2:45    | Penn State Room B101      |
| <b>Cleveland</b>  | Elementary K - 5 | 524 Palisade Street<br>Pasadena, 91103<br>626-396-5670            | Debra Lucas<br>lucas.debra@pusd.us                    | Yolanda Robledo,<br>x12096      | No Bond Construction Activity at this Time |                             |                              | 3:30    | School Library            |
| <b>Don Benito</b>   | Elementary K - 5 | 3700 Denair Street Pasadena,<br>91107<br>626-396-5870             | Dr. Linda Chang<br>chang.linda@pusd.us                | Victoria Cerda<br>x61094        | Pam Boxley                                 |                             |                              | 3:30    | Science Room # 20         |
| <b>Field</b>  | Elementary K - 5 | 3600 Sierra Madre Blvd.<br>Pasadena 91107<br>626-396-5860         | Daniel Bagby<br>bagby.daniel @pusd.us                 | Vacant<br>x18001                | Glenn DeVeer                               |                             | Second Tuesday of each month | 3:30    | Room A10                  |
| <b>Franklin</b>   | Elementary K - 5 | 527 W. Ventura Street<br>Altadena 91001<br>626-396-5640           | Dr. Merian Stewart<br>stewart.meriani@pusd.us         | Susana Cardona<br>x20001        | No Bond Construction Activity at this Time |                             |                              |         |                           |
| <b>Hamilton</b>   | Elementary K - 5 | 2089 Rose Villa Street<br>Pasadena 91107<br>626-396-5730          | Frances Weissenberger<br>weissenberger.france@pusd.us | Barbara Kolb<br>x26094          | No Bond Construction Activity at this Time |                             |                              | 7:45 AM | Multi-purpose room        |
| <b>Jackson</b>  | Elementary K - 5 | 593 W. Woodbury Rd.<br>Altadena 91001<br>626-396-5700 x28000      | Rita Exposito<br>exposito.rita@pusd.us                | Vacant<br>x28094                | Mikala Rahn                                |                             |                              |         | School Library            |
| <b>Jefferson</b>  | Elementary K - 5 | 1500 E. Villa Street<br>Pasadena 91106<br>626-396-5710 x30000     | Amin C. Oria<br>aria.amin@pusd.us                     | Ana Carias<br>x30094            | Steven Cole                                |                             |                              | 2:35    | Room 23, Main bldg.       |
| <b>Longfellow</b>   | Elementary K - 5 | 1065 E. Washington Blvd.<br>Pasadena 91104<br>626-396-5720 x3800  | Erica Ingber<br>ingber.eric@pusd.us                   | Yvette Montoya<br>x38001        | Willie Ordonez                             |                             | 5/25/2016                    | 4:00    | Room 115                  |
| <b>Madison</b>  | Elementary K - 5 | 515 Astabula Street<br>Pasadena 91104<br>626-396-5780 x40000      | Juan Ruelas<br>ruelas.juan@pusd.us                    | Emily Perez<br>x40094           | Mikala Rahn                                |                             |                              | 2:30    | pending                   |
| <b>McKinley</b>   | Elementary K - 5 | 325 S. Oak Knoll Avenue<br>Pasadena 91101<br>626-396-5630 x73000  | Dr. Charles Heaton<br>heaton.charles@pusd.us          | Vacant<br>x73096                | Geoffrey Commons                           |                             | 12-Oct                       | 3:30    | School Library            |
| <b>Norma Coombs</b>   | Elementary K - 5 | 2600 Paloma Street<br>Pasadena 91107<br>626-396-5660 x60000       | Dr. Jennifer Smith<br>smithjackson.jenniife@pusd.us   | Alice Garcia<br>x60001          | Joelle Morisseau-Phillips                  |                             | 3rd Thursday of each month   | 3:30    |                           |
| <b>Roosevelt (K - 12)</b>   | Elementary K - 5 | 315 N. Pasadena Ave.<br>Pasadena 91103<br>626-396-5770 x46000     | Dr. Merle Bugarin<br>bugarin.merle@pusd.us            | Edwin Rodriguez<br>x46094       | Diana Verdugo                              |                             | Last Wednesday of each month | 3:30    | Room R163                 |
| <b>San Rafael</b>   | Elementary K - 5 | 1090 Nithsdale Road<br>Pasadena 91105<br>626-396-5790 x48000      | Rodolfo Ramirez, Jr.<br>ramirez.rodolfo@pusd.us       | Isabel Gusman<br>x48094         | Chris Romero                               |                             | 3rd Tuesday of each month    | 2:30    | Bungalow # 1 (Art Studio) |
| <b>Sierra Madre</b>   | Elementary K - 5 | 141 W. Highland<br>Sierra Madre 91024<br>626-396-5890 x50000      | Lindsay Lewis<br>lewis.lindsay@pusd.us                | Pat Vidimos<br>x50094           | Pam Boxley                                 |                             |                              | 4:00    | Room 124                  |
| <b>Washington</b>   | Elementary K - 5 | 1520 N. Raymond Avenue<br>Pasadena 91103<br>626-396-5840 x75000   | Karrone Meeks<br>meeks.karrone@pusd.us                | Lanay Carver<br>x75094          | Derek Walker                               |                             | 3rd Tuesday of each month    | 2:30    |                           |
| <b>Webster</b>  | Elementary K - 5 | 2101 E. Washington Blvd.<br>Pasadena 91104<br>626-396-5740 x56000 | Dr. Jeffrey Bauer<br>bauer.jeffrey@pusd.us            | Jennifer Delgadillo<br>x56094   | Willie Ordonez                             |                             | 1st Wednesday of each month  | 2:30    | Parent Resource Room      |
| <b>Willard</b>  | Elementary K - 5 | 301 S. Madre Street<br>Pasadena 91107<br>626-396-5690 x58000      | Angela Baxter<br>baxter.angela@pusd.us                | Dona Gonzales<br>x58094         | No Bond Construction Activity at this Time |                             | 1st Thursday of each month   | 3:00    | School Library            |





**REPRESENTATION OF  
CITIZENS' OVERSIGHT COMMITTEE (COC)  
ON PUSD SCHOOL SITE COUNCILS**



Data as of 9/22/16

List Maintenance by Q. Hocutt at qih001@earthlink.net

| SCHOOL                     | Type                | SCHOOL ADDRESS  | PRINCIPAL                                      | Office Manager   | COC Member              | School Site Council Meeting                          |                             |         |  |
|----------------------------|---------------------|---|--|--|-------------------------|--|-----------------------------|---------|--|
|                            |                     |   |  |  |                         | Site Council Chair                                   | Date                        | Time    | Location                                       |
| <b>Eliot</b>               | Middle School 6 - 8 | 2184 N. Lake Avenue<br>Altadena 91001<br>626-396-5680 x70000            | Lori Touloumian<br>touloumian.lori@pusd.us     | Sydney Minckler, AP<br>x70098<br>Vacant<br>x70097  | <b>Willie Ordonez</b>   |  |                             | 2:45    | Principal's Conference Room                    |
| <b>McKinley</b>            | Middle School 6 - 8 | 325 South Oak Knoll Avenue<br>Pasadena 91101<br>626-396-5630 x73000     | Dr. Charles Heaton<br>heaton.charles@pusd.us   | Vacant<br>x73096<br>Adam Barrios, AP<br>x73098   | <b>Geoffrey Commons</b> |  |                             | 3:30    | School Library                                 |
| <b>Sierra Madre</b>        | Middle School 6 - 8 | 160 N. Canon Avenue<br>Sierra Madre 91024<br>626-396-5910 x51000        | Garret Newsom<br>newsom.garrett@pusd.us        | Diane Doperoy<br>x51094  | <b>Gretchen Vance</b>   |  |                             | 6:00    | Multi-Purpose Room                             |
| <b>Washington</b>          | Middle School 6 - 8 | 1505 N. Marengo Avenue<br>Pasadena 91103<br>626-396-5830 x76000         | Shannon Malone<br>Malone.shannon@pusd.us       | Cynthia Bolton, AP<br>x76098<br>Sherri Bosley<br>x76001  | <b>Dianna Verdugo</b>   |  | 2nd Tuesday of each month   | 2:30    | Principal's Conference Room                    |
| <b>Wilson</b>              | Middle School 6 - 8 | 300 S. Madre Street<br>Pasadena 91107<br>626-396-5800 x78000            | Sarah Rudchenko<br>rudchenko.sarah@pusd.us     | Charlene Tucker, AP<br>x78098<br>Elaine Gomez<br>x78094  | <b>Chris Romero</b>     |  | 2nd Wednesday of each month | 3:30    | Room 107                                       |
| <b>Blair I.B. (6 - 12)</b> | High School 16-12   | 1201 S. Marengo Avenue<br>Pasadena, CA 91106<br>626-396-5820 x80000     | David Ibarra<br>ibarra.david@pusd.us           | Maricella Brambila, AP<br>x80097<br>Steve Gustin, AP<br>x80098<br>Michelle Bailey<br>x80094                              | <b>Steven Cole</b>      |  | 1st Thursday of each month  | 3:30    | Family Resource Center Rm 1135 (middle school) |
| <b>Marshall (6 - 12)</b>   | High School 16-12   | 990 N. Allen Avenue<br>Pasadena 91104<br>626-396-5810 x64000            | Dr. Mark S. Anderson<br>anderson.mark@pusd.us  | Sandra Rizzo, AP<br>x64092<br>Vacant<br>x64094<br>Benita Scheckel AP<br>x64098   | <b>Julie Root</b>       |  |                             | 4:00    | Parent Resource Room                           |
| <b>Muir High</b>           | High School 9 - 12  | 1905 N. Lincoln Avenue<br>Pasadena 91103<br>626-396-5600                | Timothy Sippel<br>sippel.timothy@pusd.us       | Gloria Rodriguez, AP<br>x82096<br>Ninfa Mahabir<br>x82098<br>Brian James, AP<br>x82097                                   | <b>Quincy Hocutt</b>    | <b>President: Helen Moses</b><br>moses.helen@pusd.us | 1st Tuesday of each month   | 3:30    | Room A105 OR Library                           |
| <b>Pasadena High</b>       | High School 9 - 12  | 2925 E. Sierra Madre Blvd.<br>Pasadena, CA 91107<br>626-396-5880 x84000 | Roberto Hernandez<br>hernandez.roberto@pusd.us | Raymond Cross, AP<br>x84084<br>Maria C. Flores<br>x84094<br>Dr. Paula Chamberlain, AP<br>x84098<br>Bonnie Brimecombe, AP | <b>Jen Wang</b>         | <b>President: Kevin Strotz</b><br>Gretchen Vance     | <b>VP: 5/18/2016</b>        | 3:30    | Room D101                                      |
| <b>Rose City High</b>      | High School 9 - 12  | 351 S. Hudson Avenue<br>Pasadena 91109<br>626-396-5620 x86000           | Jack Loos<br>loos.jack@pusd.us                 | Brian Stanley, AP<br>x86233<br>Bertha Benitez<br>x86001  | <b>Mikala Rahn</b>      |  | 5/16/2016                   | 7:45 AM | Room 2   |



# Consolidated Budget Status Report

Budget versus Commitments and Expenditures for Multiple Projects (created 10/17/2016 10:38 am)

as of 10/17/2016 6/29/16 TO 9/15/2016 CURRENT to 10/17/16

| School Name/Project Name   | Budget            | Commitments       | Expenditures      |                       |                |                           |                    | Report dtd<br>6/29/16 | 6/29 to 9/15/2016    | Change Since<br>Last Report     |
|--|-------------------|-------------------|-------------------|-----------------------|----------------|---------------------------|--------------------|-----------------------|----------------------|---------------------------------|
|  | Total Budget      | Total Commitments | Paid              | In Process for<br>PMT | Held Retention | Construction<br>Withholds | Total Expenditures | % Budget<br>Spent     | Total Expenditures   | Total Expenditures              |
| <b>Altadena Elementary School</b>  |                   |                   |                   |                       |                |                           |                    |                       |                      |                                 |
| Altadena Elementary School - Modernization Project (95068.0) (2)             | 10,224,932        | 10,275,934        | 10,103,831        | 1,249                 |                |                           | 10,105,080         | 98.8%                 | \$ 10,080,768        | 10,102,879 2,201                |
|  | <b>10,224,932</b> | <b>10,275,934</b> | <b>10,103,831</b> | <b>1,249</b>          |                |                           | <b>10,105,080</b>  | <b>98.8%</b>          | <b>\$ 10,080,768</b> | <b>\$ 10,102,879 \$ 2,201</b>   |
| <b>Altadena Elementary School</b>  |                   |                   |                   |                       |                |                           |                    |                       |                      |                                 |
| Altadena Elementary School - Measure T E-Rate (95180.0)                      | 90,000            | 88,088            | 83,683            | 4,404                 |                |                           | 88,088             | 97.9%                 | \$ 81,912            | 88,088 0                        |
|  | <b>90,000</b>     | <b>88,088</b>     | <b>83,683</b>     | <b>4,404</b>          |                |                           | <b>88,088</b>      | <b>97.9%</b>          | <b>\$ 81,912</b>     | <b>\$ 88,088 \$ -</b>           |
| <b>Blair High School</b>   |                   |                   |                   |                       |                |                           |                    |                       |                      |                                 |
| Blair High School - Career Technical Education (95145.0)                     | 1,450,000         |                   |                   |                       |                |                           |                    | 0.0%                  |                      | 0                               |
| Blair High School - Measure T E-Rate (95180.0)                               | 270,000           | 428,677           | 407,243           | 8,185                 | 13,249         |                           | 428,677            | 158.8%                | \$ 403,083           | 411,300 17,377                  |
| Blair High School - Modernization of Main Building (95056.0) (2)             | 18,505,169        | 2,877,880         | 2,162,814         | 141,984               | 9,070          |                           | 2,313,868          | 12.5%                 | \$ 1,876,884         | 2,144,068 169,800               |
|  | <b>20,225,169</b> | <b>3,306,557</b>  | <b>2,570,057</b>  | <b>150,170</b>        | <b>22,319</b>  |                           | <b>2,742,545</b>   | <b>13.6%</b>          | <b>\$ 2,279,967</b>  | <b>\$ 2,555,368 \$ 187,177</b>  |
| <b>Burbank Elementary School</b>   |                   |                   |                   |                       |                |                           |                    |                       |                      |                                 |
| Burbank Elementary School - Lunch Shelter/Renovation (95131.0) (2)           | 577,042           | 932,069           | 645,845           | 155,794               |                |                           | 801,640            | 138.9%                | \$ 682,609           | 758,264 43,376                  |
|  | <b>577,042</b>    | <b>932,069</b>    | <b>645,845</b>    | <b>155,794</b>        |                |                           | <b>801,640</b>     | <b>138.9%</b>         | <b>\$ 682,609</b>    | <b>\$ 758,264 \$ 43,376</b>     |
| <b>Career Technical</b>  |                   |                   |                   |                       |                |                           |                    |                       |                      |                                 |
| Career Technical - Career Technical Education Projects (95145.0) (1) (2) (3) | 11,431,841        | 2,731,103         | 2,666,750         | (4,469)               | 4,453          |                           | 2,666,733          | 23.3%                 | \$ 2,666,733         | 2,666,733 0                     |
|  | <b>11,431,841</b> | <b>2,731,103</b>  | <b>2,666,750</b>  | <b>(4,469)</b>        | <b>4,453</b>   |                           | <b>2,666,733</b>   | <b>23.3%</b>          | <b>\$ 2,666,733</b>  | <b>\$ 2,666,733 \$ -</b>        |
| <b>Center for Independent Studies</b>  |                   |                   |                   |                       |                |                           |                    |                       |                      |                                 |
| Center for Independent Studies - Career Technical Education (95145.0)        | 375,000           |                   |                   |                       |                |                           |                    | 0.0%                  |                      | 0                               |
|  | <b>375,000</b>    |                   |                   |                       |                |                           |                    | <b>0.0%</b>           | <b>\$ -</b>          | <b>\$ - \$ -</b>                |
| <b>Cleveland Elementary School</b>   |                   |                   |                   |                       |                |                           |                    |                       |                      |                                 |
| Cleveland Elementary School - Cleveland ES - PRI 0 - HVAC (95134.0) (2)      |                   |                   |                   |                       |                |                           |                    |                       |                      | 0                               |
| Cleveland Elementary School - Measure T E-Rate (95180.0)                     | 115,200           | 113,292           | 107,628           |                       | 5,665          |                           | 113,292            | 98.3%                 | \$ 106,436           | 106,436 6,856                   |
| Cleveland Elementary School - Modernize Kitchen (95121.0) (2)                | 453,138           | 105,695           | 104,052           | 1,643                 |                |                           | 105,695            | 23.3%                 | \$ 98,838            | 105,695 0                       |
|  | <b>568,338</b>    | <b>218,987</b>    | <b>211,679</b>    | <b>1,643</b>          | <b>5,665</b>   |                           | <b>218,987</b>     | <b>38.5%</b>          | <b>\$ 205,274</b>    | <b>\$ 212,131 \$ 6,856</b>      |
| <b>CTE RESERVE</b>   |                   |                   |                   |                       |                |                           |                    |                       |                      |                                 |
| CTE RESERVE - Career Technical Education Projects                            | 1,122,000         |                   |                   |                       |                |                           |                    | 0.0%                  |                      | 0                               |
|  | <b>1,122,000</b>  |                   |                   |                       |                |                           |                    | <b>0.0%</b>           | <b>\$ -</b>          | <b>\$ - \$ -</b>                |
| <b>CTE ROP</b>   |                   |                   |                   |                       |                |                           |                    |                       |                      |                                 |
| CTE ROP - ROP (95145.0)  | 28,000            |                   |                   |                       |                |                           |                    | 0.0%                  |                      | 0                               |
|  | <b>28,000</b>     |                   |                   |                       |                |                           |                    | <b>0.0%</b>           | <b>\$ -</b>          | <b>\$ - \$ -</b>                |
| <b>District Service Center</b>   |                   |                   |                   |                       |                |                           |                    |                       |                      |                                 |
| District Service Center - Facilities Administration (95000.0) (2) (4)        | 12,278,302        | 12,632,185        | 10,588,982        | 38,896                |                |                           | 10,627,878         | 86.6%                 | \$ 9,376,517         | 10,276,033 351,845              |
|  | <b>12,278,302</b> | <b>12,632,185</b> | <b>10,588,982</b> | <b>38,896</b>         |                |                           | <b>10,627,878</b>  | <b>86.6%</b>          | <b>\$ 9,376,517</b>  | <b>\$ 10,276,033 \$ 351,845</b> |



## Budget Commitments and Expenditures

## Consolidated Budget Status Report

Budget versus Commitments and Expenditures for Multiple Projects (created 10/17/2016 10:38 am)

as of 10/17/2016 6/29/16 TO 9/15/2016 CURRENT to 10/17/16

|   | Budget       | Commitments       | Expenditures |                       |                |                           |                    | Report dtd<br>6/29/16 | 6/29 to 9/15/2016  | Change Since<br>Last Report |            |
|---|--------------|-------------------|--------------|-----------------------|----------------|---------------------------|--------------------|-----------------------|--------------------|-----------------------------|------------|
| School Name/Project Name  | Total Budget | Total Commitments | Paid         | In Process for<br>PMT | Held Retention | Construction<br>Withholds | Total Expenditures | % Budget<br>Spent     | Total Expenditures | Total Expenditures          |            |
| District-Wide   |              |                   |              |                       |                |                           |                    |                       |                    |                             |            |
| District-Wide - Capital Facilities Fund (25.0) (2)                        | 850,196      | 4,222,984         | 3,458,129    | 86,367                | 79,912         |                           | 3,624,408          | 426.3%                | \$ 2,915,795       | 2,976,683                   | 647,724    |
| District-Wide - DW - PRI 0 - Windows (95136.0) (2)                        | 6,739,563    | 136,130           | 64,503       |                       |                |                           | 64,503             | 1.0%                  | \$ 64,503          | 64,503                      | 0          |
| District-Wide - Measure Y Project Closeout 92100.0 (1) (2)                | 1,951,164    | 1,914,846         | 1,877,786    |                       |                |                           | 1,877,786          | 96.2%                 | \$ 1,870,136       | 1,870,136                   | 7,650      |
| District-Wide - Reserve Fund for Capital Outlay Projects (1) (2) (4)      | 1,774,717    | 1,539,959         | 1,539,959    |                       |                |                           | 1,539,959          | 86.8%                 | \$ 1,539,959       | 1,539,959                   | 0          |
|   | 11,315,640   | 7,813,919         | 6,940,377    | 86,367                | 79,912         |                           | 7,106,656          | 62.8%                 | \$ 6,390,393       | \$ 6,451,281                | \$ 655,374 |
| Don Benito Elementary School  |              |                   |              |                       |                |                           |                    |                       |                    |                             |            |
| Don Benito Elementary School - HVAC (95146.0)                             | 156,674      |                   |              |                       |                |                           |                    | 0.0%                  |                    |                             | 0          |
| Don Benito Elementary School - Interim Housing (95181.0) (2)              | 20,000       | 622,654           | 356,519      |                       | 17,850         |                           | 374,369            | 1871.8%               | \$ 13,550          | 374,369                     | 0          |
| Don Benito Elementary School - Measure T E-Rate (95180.0) (2)             | 147,679      | 147,679           | 140,295      | 7,384                 |                |                           | 147,679            | 100.0%                | \$ 147,679         | 147,679                     | 0          |
| Don Benito Elementary School - New Admin Bldg (95097.0) (2)               | 4,878,843    | 940,504           | 539,068      | 5,308                 |                |                           | 544,376            | 11.2%                 | \$ 495,941         | 538,765                     | 5,611      |
|   | 5,203,196    | 1,710,837         | 1,035,882    | 12,692                | 17,850         |                           | 1,066,424          | 20.5%                 | \$ 657,170         | \$ 1,060,813                | \$ 5,611   |
| Eliot Middle School   |              |                   |              |                       |                |                           |                    |                       |                    |                             |            |
| Eliot Middle School - Auditorium/Cafe Modernization (95015.0) (2)         | 10,676,909   | 9,949,724         | 7,259,799    | 250                   | 59,948         |                           | 7,319,996          | 68.6%                 | \$ 7,318,498       | 7,319,156                   | 840        |
|   | 10,676,909   | 9,949,724         | 7,259,799    | 250                   | 59,948         |                           | 7,319,996          | 68.6%                 | \$ 7,318,498       | \$ 7,319,156                | \$ 840     |
| Elliot Middle School  |              |                   |              |                       |                |                           |                    |                       |                    |                             |            |
| Elliot Middle School - Career Technical Education (95145.0)               | 250,000      | 29,261            | 29,261       |                       |                |                           | 29,261             | 11.7%                 | \$ 29,261          | 29,261                      | 0          |
| Elliot Middle School - Measure T E-Rate (95180.0)                         | 264,000      | 255,192           | 242,432      |                       | 12,760         |                           | 255,192            | 96.7%                 | \$ 255,192         | 255,192                     | 0          |
|   | 514,000      | 284,452           | 271,693      |                       | 12,760         |                           | 284,452            | 55.3%                 | \$ 284,453         | \$ 284,452                  | \$ -       |
| Field Elementary School   |              |                   |              |                       |                |                           |                    |                       |                    |                             |            |
| Field Elementary School - Measure T E-Rate (95180.0)                      | 115,200      | 113,292           | 107,628      | 5,665                 |                |                           | 113,292            | 98.3%                 | \$ 113,292         | 113,292                     | 0          |
| Field Elementary School - Modernization (95069.0) (2)                     | 2,717,521    | 3,471,815         | 3,370,542    | 7,163                 | 11,925         |                           | 3,389,630          | 124.7%                | \$ 3,060,462       | 3,217,316                   | 172,314    |
|   | 2,832,721    | 3,585,107         | 3,478,170    | 12,828                | 11,925         |                           | 3,502,923          | 123.7%                | \$ 3,173,754       | \$ 3,330,609                | \$ 172,314 |
| Franklin Elementary School  |              |                   |              |                       |                |                           |                    |                       |                    |                             |            |
| Franklin Elementary School - Measure T E-Rate (95180.0)                   | 180,000      | 172,886           | 164,241      | 8,644                 |                |                           | 172,886            | 96.0%                 | \$ 172,886         | 172,886                     | 0          |
| Franklin Elementary School - Modernize Cafe/MPR/Windows (95066.0) (1) (2) | 2,407,728    | 2,032,408         | 2,032,408    |                       |                |                           | 2,032,408          | 84.4%                 | \$ 2,012,146       | 2,032,058                   | 350        |
| Franklin Elementary School - Water Meter Separation (95148.0)             | 108,990      |                   |              |                       |                |                           |                    | 0.0%                  |                    |                             | 0          |
|   | 2,696,718    | 2,205,294         | 2,196,650    | 8,644                 |                |                           | 2,205,294          | 81.8%                 | \$ 2,185,032       | \$ 2,204,944                | \$ 350     |
| Hamilton Elementary School  |              |                   |              |                       |                |                           |                    |                       |                    |                             |            |
| Hamilton Elementary School - Measure T E-Rate (95180.0)                   | 144,000      | 138,499           | 131,574      | 6,925                 |                |                           | 138,499            | 96.2%                 | \$ 138,499         | 138,499                     | 0          |
|   | 144,000      | 138,499           | 131,574      | 6,925                 |                |                           | 138,499            | 96.2%                 | \$ 138,499         | \$ 138,499                  | \$ -       |
| Hamilton Elementary School  |              |                   |              |                       |                |                           |                    |                       |                    |                             |            |
| Hamilton Elementary School - Modernization MPR/Café (95071.0) (2)         | 4,474,560    | 4,105,016         | 4,074,797    | 3,356                 |                |                           | 4,078,153          | 91.1%                 | \$ 4,069,857       | 4,077,652                   | 501        |
|   | 4,474,560    | 4,105,016         | 4,074,797    | 3,356                 |                |                           | 4,078,153          | 91.1%                 | \$ 4,069,857       | \$ 4,077,652                | \$ 501     |
| Hodges Childrens Center   |              |                   |              |                       |                |                           |                    |                       |                    |                             |            |
| Hodges Childrens Center - Remodel (25.0) / Signage Project (12.0) (2)     | 214,450      | 111,020           | 67,748       | 1,777                 |                |                           | 69,525             | 32.4%                 | \$ 67,748          | 67,748                      | 1,777      |
|   | 214,450      | 111,020           | 67,748       | 1,777                 |                |                           | 69,525             | 32.4%                 | \$ 67,748          | \$ 67,748                   | \$ 1,777   |



**Consolidated Budget Status Report**

Budget versus Commitments and Expenditures for Multiple Projects (created 10/17/2016 10:38 am)

as of 6/29/16 TO CURRENT  
10/17/2016 9/15/2016 to 10/17/16

| School Name/Project Name   | Budget            | Commitments       | Expenditures     |                       |                |                           |                    | Report dtd<br>6/29/16 | 6/29 to 9/15/2016   | Change Since<br>Last Report |
|--|-------------------|-------------------|------------------|-----------------------|----------------|---------------------------|--------------------|-----------------------|---------------------|-----------------------------|
|  | Total Budget      | Total Commitments | Paid             | In Process for<br>PMT | Held Retention | Construction<br>Withholds | Total Expenditures | % Budget<br>Spent     | Total Expenditures  | Total Expenditures          |
| <b>Jackson Elementary School</b>   |                   |                   |                  |                       |                |                           |                    |                       |                     |                             |
| Jackson Elementary School - Measure T E-Rate (95180.0)                                 | 133,200           | 130,487           | 123,962          | 6,524                 |                |                           | 130,487            | 98.0%                 | \$ 130,487          | 130,487                     |
| Jackson Elementary School - Modernize of MPR/Cafe/Admin (95052.0) (2)                  | 4,218,780         | 3,100,718         | 2,418,079        | 35,798                |                |                           | 2,453,877          | 58.2%                 | \$ 2,378,994        | 2,410,326                   |
|  | <b>4,351,980</b>  | <b>3,231,204</b>  | <b>2,542,041</b> | <b>42,323</b>         |                |                           | <b>2,584,363</b>   | <b>59.4%</b>          | <b>\$ 2,509,481</b> | <b>\$ 2,540,812</b>         |
|  |                   |                   |                  |                       |                |                           |                    |                       |                     | <b>\$ 43,551</b>            |
| <b>Jefferson Elementary School</b>   |                   |                   |                  |                       |                |                           |                    |                       |                     |                             |
| Jefferson Elementary School - Measure T E-Rate (95180.0)                               | 162,000           | 156,861           | 149,018          | 7,843                 |                |                           | 156,861            | 96.8%                 | \$ 156,861          | 156,861                     |
| Jefferson Elementary School - Modernization (95079.0) (2)                              | 764,352           | 969,786           | 744,152          |                       |                |                           | 744,152            | 97.4%                 | \$ 743,883          | 744,023                     |
| Jefferson Elementary School - New Child Care Center (95073.0) (2)                      | 4,252,224         | 399,347           | 330,306          |                       |                |                           | 330,306            | 7.8%                  | \$ 325,415          | 330,306                     |
| Jefferson Elementary School - Roofing Measure Y (2)                                    | 492,080           | 491,230           | 491,230          |                       |                |                           | 491,230            | 99.8%                 |                     |                             |
| Jefferson Elementary School - Water Meter Separation (95151.0)                         | 123,853           |                   |                  |                       |                |                           |                    | 0.0%                  |                     |                             |
|  | <b>5,794,509</b>  | <b>2,017,224</b>  | <b>1,714,705</b> | <b>7,843</b>          |                |                           | <b>1,722,548</b>   | <b>29.7%</b>          | <b>\$ 1,226,159</b> | <b>\$ 1,231,189</b>         |
|  |                   |                   |                  |                       |                |                           |                    |                       |                     | <b>\$ 491,359</b>           |
| <b>John Muir High School</b>   |                   |                   |                  |                       |                |                           |                    |                       |                     |                             |
| John Muir High School - Measure T E-Rate (95180.0)                                     | 570,000           | 555,842           | 528,050          |                       | 27,792         |                           | 555,842            | 97.5%                 | \$ 511,320          | 511,320                     |
| John Muir High School - Measure Y Closeout (2)   | 21,729            | 21,729            | 21,729           |                       |                |                           | 21,729             | 100.0%                | \$ 21,729           | 21,729                      |
| John Muir High School - Modernization, Abatement & Kitchen (95051.0) (2)               | 16,916,321        | 8,379,081         | 4,059,340        | 132,204               | 29,820         | 4,497                     | 4,225,862          | 25.0%                 | \$ 3,458,034        | 4,004,773                   |
| John Muir High School - Security Sytem (95132.0)                                       | 179,234           | 159,785           | 159,785          |                       |                |                           | 159,785            | 89.1%                 | \$ 159,785          | 159,785                     |
| John Muir High School - Water Meter Separation (95152.0)                               | 86,159            |                   |                  |                       |                |                           |                    | 0.0%                  |                     |                             |
|  | <b>17,773,442</b> | <b>9,116,437</b>  | <b>4,768,904</b> | <b>132,204</b>        | <b>57,612</b>  | <b>4,497</b>              | <b>4,963,218</b>   | <b>27.9%</b>          | <b>\$ 4,150,868</b> | <b>\$ 4,697,606</b>         |
|  |                   |                   |                  |                       |                |                           |                    |                       |                     | <b>\$ 265,611</b>           |
| <b>John Muir High School</b>   |                   |                   |                  |                       |                |                           |                    |                       |                     |                             |
| John Muir High School - Career Technical Education (95145.0)                           | 3,700,000         | 64,699            | 64,699           |                       |                |                           | 64,699             | 1.7%                  | \$ 64,559           | 64,699                      |
|  | <b>3,700,000</b>  | <b>64,699</b>     | <b>64,699</b>    |                       |                |                           | <b>64,699</b>      | <b>1.7%</b>           | <b>\$ 64,559</b>    | <b>\$ 64,699</b>            |
|  |                   |                   |                  |                       |                |                           |                    |                       |                     | <b>\$ -</b>                 |
| <b>KLRN TV</b>   |                   |                   |                  |                       |                |                           |                    |                       |                     |                             |
| KLRN TV - Career Technical Education (95145.0)   | 2,800,000         | 96,251            | 96,251           |                       |                |                           | 96,251             | 3.4%                  | \$ 96,251           | 96,251                      |
|  | <b>2,800,000</b>  | <b>96,251</b>     | <b>96,251</b>    |                       |                |                           | <b>96,251</b>      | <b>3.4%</b>           | <b>\$ 96,251</b>    | <b>\$ 96,251</b>            |
|  |                   |                   |                  |                       |                |                           |                    |                       |                     | <b>\$ -</b>                 |
| <b>Linda Vista Elementary School</b>   |                   |                   |                  |                       |                |                           |                    |                       |                     |                             |
| Linda Vista Elementary School - Linda Vista ES Modernization (95188.0) (5)             |                   | 65,780            | 28,880           |                       |                |                           | 28,880             |                       |                     | 28,880                      |
|  |                   | <b>65,780</b>     | <b>28,880</b>    |                       |                |                           | <b>28,880</b>      |                       | <b>\$ -</b>         | <b>\$ -</b>                 |
|  |                   |                   |                  |                       |                |                           |                    |                       |                     | <b>\$ 28,880</b>            |
| <b>Loma Alta Elementary School</b>   |                   |                   |                  |                       |                |                           |                    |                       |                     |                             |
| Loma Alta Elementary School - Measure T E-Rate (95180.0)                               | 133,200           | 129,317           | 116,338          |                       | 6,123          |                           | 122,461            | 91.9%                 | \$ 122,461          | 122,461                     |
|  | <b>133,200</b>    | <b>129,317</b>    | <b>116,338</b>   |                       | <b>6,123</b>   |                           | <b>122,461</b>     | <b>91.9%</b>          | <b>\$ 122,461</b>   | <b>\$ 122,461</b>           |
|  |                   |                   |                  |                       |                |                           |                    |                       |                     | <b>\$ -</b>                 |
| <b>Longfellow Elementary School</b>  |                   |                   |                  |                       |                |                           |                    |                       |                     |                             |
| Longfellow Elementary School - Measure T E-Rate (95180.0)                              | 133,200           | 130,487           | 65,436           |                       | 3,444          |                           | 68,880             | 51.7%                 | \$ 66,792           | 66,792                      |
| Longfellow Elementary School - New Kitchen Bldg/Lunch Shelter/Auditorium (95051.0) (2) | 3,566,109         | 517,906           | 480,357          |                       | 2,142          |                           | 482,499            | 13.5%                 | \$ 482,149          | 482,359                     |
|  | <b>3,699,309</b>  | <b>648,393</b>    | <b>545,793</b>   |                       | <b>5,586</b>   |                           | <b>551,379</b>     | <b>14.9%</b>          | <b>\$ 548,941</b>   | <b>\$ 549,151</b>           |
|  |                   |                   |                  |                       |                |                           |                    |                       |                     | <b>\$ 2,228</b>             |



## Budget Commitments and Expenditures

## Consolidated Budget Status Report

Budget versus Commitments and Expenditures for Multiple Projects (created 10/17/2016 10:38 am)

as of 10/17/2016 6/29/16 TO 9/15/2016 CURRENT to 10/17/16

| School Name/Project Name   | Budget            | Commitments       | Expenditures      |                       |                |                           |                    |                   | Report dtd<br>6/29/16 | 6/29 to 9/15/2016    | Change Since<br>Last Report |
|--|-------------------|-------------------|-------------------|-----------------------|----------------|---------------------------|--------------------|-------------------|-----------------------|----------------------|-----------------------------|
|  | Total Budget      | Total Commitments | Paid              | In Process for<br>PMT | Held Retention | Construction<br>Withholds | Total Expenditures | % Budget<br>Spent | Total Expenditures    | Total Expenditures   |                             |
| <b>Madison Elementary School</b>   |                   |                   |                   |                       |                |                           |                    |                   |                       |                      |                             |
| Madison Elementary School - Measure T E-Rate (95180.0)                   | 97,200            | 96,100            | 91,295            | 4,805                 |                |                           | 96,100             | 98.9%             | \$ 47,806             | 47,806               | 48,294                      |
|  | <b>97,200</b>     | <b>96,100</b>     | <b>91,295</b>     | <b>4,805</b>          |                |                           | <b>96,100</b>      | <b>98.9%</b>      | <b>\$ 47,806</b>      | <b>\$ 47,806</b>     | <b>\$ 48,294</b>            |
| <b>Madison Elementary School</b>   |                   |                   |                   |                       |                |                           |                    |                   |                       |                      |                             |
| Madison Elementary School - Bldg A & Auditorium Renovation (95010.0) (2) | 1,609,400         | 597,143           | 596,868           | 275                   |                |                           | 597,143            | 37.1%             | \$ 596,226            | 596,226              | 917                         |
| Madison Elementary School - Kitchen Modernization (95048.0) (2)          | 690,688           | 309,396           | 297,688           |                       |                |                           | 297,688            | 43.1%             | \$ 297,688            | 297,688              | 0                           |
| Madison Elementary School - Modernization (95063.0) (2)                  | 3,713,582         | 3,817,371         | 3,799,660         | 1,435                 |                |                           | 3,801,095          | 102.4%            | \$ 3,797,598          | 3,800,955            | 140                         |
|  | <b>6,013,670</b>  | <b>4,723,909</b>  | <b>4,694,216</b>  | <b>1,710</b>          |                |                           | <b>4,695,926</b>   | <b>78.1%</b>      | <b>\$ 4,691,512</b>   | <b>\$ 4,694,870</b>  | <b>\$ 1,057</b>             |
| <b>Marshall Fundamental Secondary</b>                                    |                   |                   |                   |                       |                |                           |                    |                   |                       |                      |                             |
| Marshall Fundamental Secondary - Career Technical Education (95145.0)    | 1,000,000         | 850               | 850               |                       |                |                           | 850                | 0.1%              | \$ 850                | 850                  | 0                           |
|  | <b>1,000,000</b>  | <b>850</b>        | <b>850</b>        |                       |                |                           | <b>850</b>         | <b>0.1%</b>       | <b>\$ 850</b>         | <b>\$ 850</b>        | <b>\$ -</b>                 |
| <b>Marshall Fundamental Secondary School</b>                             |                   |                   |                   |                       |                |                           |                    |                   |                       |                      |                             |
| Marshall Fundamental Secondary School - Measure T E-Rate (95180.0)       | 438,000           | 428,192           | 406,782           |                       | 21,410         |                           | 428,192            | 97.8%             | \$ 347,070            | 428,192              | 0                           |
|  | <b>438,000</b>    | <b>428,192</b>    | <b>406,782</b>    |                       | <b>21,410</b>  |                           | <b>428,192</b>     | <b>97.8%</b>      | <b>\$ 347,070</b>     | <b>\$ 428,192</b>    | <b>\$ -</b>                 |
| <b>Marshall High School</b>  |                   |                   |                   |                       |                |                           |                    |                   |                       |                      |                             |
| Marshall High School - Sports Complex (95049.0) (2)                      | 12,566,864        | 13,598,282        | 10,964,170        | 30,266                | 436,096        | 34,591                    | 11,465,123         | 91.2%             | \$ 10,486,567         | 11,426,874           | 38,249                      |
|  | <b>12,566,864</b> | <b>13,598,282</b> | <b>10,964,170</b> | <b>30,266</b>         | <b>436,096</b> | <b>34,591</b>             | <b>11,465,123</b>  | <b>91.2%</b>      | <b>\$ 10,486,567</b>  | <b>\$ 11,426,874</b> | <b>\$ 38,249</b>            |
| <b>McKinley Elementary School</b>  |                   |                   |                   |                       |                |                           |                    |                   |                       |                      |                             |
| McKinley Elementary School - Career Technical Education (95145.0)        | 250,000           | 52,543            | 51,619            |                       |                |                           | 51,619             | 20.6%             | \$ 51,619             | 51,619               | 0                           |
| McKinley Elementary School - Measure T E-Rate (95180.0)                  | 192,000           | 188,409           | 178,988           |                       | 9,420          |                           | 188,409            | 98.1%             | \$ 177,467            | 177,467              | 10,941                      |
| McKinley Elementary School - Phase I New Construction (95046.0) (2)      | 25,115,027        | 22,946,640        | 22,766,011        |                       | 2,003          | 214,003                   | 22,982,017         | 91.5%             | \$ 22,784,829         | 22,969,355           | 12,661                      |
| McKinley Elementary School - Phase II Modernization (95123.0) (2)        | 9,907,526         | 1,932,954         | 437,112           | 42,186                |                |                           | 479,298            | 4.8%              | \$ 437,112            | 437,112              | 42,186                      |
|  | <b>35,464,553</b> | <b>25,120,546</b> | <b>23,433,730</b> | <b>42,186</b>         | <b>11,423</b>  | <b>214,003</b>            | <b>23,701,342</b>  | <b>66.8%</b>      | <b>\$ 23,451,027</b>  | <b>\$ 23,635,554</b> | <b>\$ 65,789</b>            |
| <b>Norma Coombs Alternative</b>  |                   |                   |                   |                       |                |                           |                    |                   |                       |                      |                             |
| Norma Coombs Alternative - Measure T E-Rate (95180.0)                    | 151,200           | 146,511           | 139,186           |                       | 7,326          |                           | 146,511            | 96.9%             | \$ 146,511            | 146,511              | 0                           |
| Norma Coombs Alternative - New CR Wing & Admin Bldg (95133.0) (2)        | 4,636,061         | 1,144,853         | 983,882           | 9,445                 | 10,356         |                           | 1,003,683          | 21.6%             | \$ 731,419            | 953,014              | 50,669                      |
|  | <b>4,787,261</b>  | <b>1,291,364</b>  | <b>1,123,068</b>  | <b>9,445</b>          | <b>17,682</b>  |                           | <b>1,150,195</b>   | <b>24.0%</b>      | <b>\$ 877,930</b>     | <b>\$ 1,099,525</b>  | <b>\$ 50,669</b>            |
| <b>Pasadena High School</b>  |                   |                   |                   |                       |                |                           |                    |                   |                       |                      |                             |
| Pasadena High School - ADA Upgrade (DSA) (95074.0) (2)                   | 894,287           | 570,708           | 465,251           |                       |                |                           | 465,251            | 52.0%             | \$ 442,458            | 444,430              | 20,821                      |
| Pasadena High School - Campus Appearance/Identity (95080.0) (2)          | 1,882,124         | 153,005           | 124,097           |                       |                |                           | 124,097            | 6.6%              | \$ 124,097            | 124,097              | 0                           |
| Pasadena High School - Campus Upgrds/Restrooms Upgrades (95119.0) (2)    | 3,744,417         | 2,163,051         | 1,622,522         | 2,433                 |                |                           | 1,624,956          | 43.4%             | \$ 1,573,208          | 1,622,522            | 2,433                       |
| Pasadena High School - Career Technical Education (95145.0)              | 1,107,565         | 122,943           | 116,593           |                       |                |                           | 116,593            | 10.5%             | \$ 116,593            | 116,593              | 0                           |
| Pasadena High School - CTE PHS Print Shop Mod (95130.0)                  | 292,435           |                   |                   |                       |                |                           |                    | 0.0%              |                       |                      | 0                           |
| Pasadena High School - Kitchen Project (95139.0) (2)                     | 834,900           | 445,200           | 120,335           | 31,257                |                |                           | 151,592            | 18.2%             | \$ 66,758             | 88,958               | 62,634                      |
| Pasadena High School - Measure T E-Rate (95180.0)                        | 660,000           | 644,227           | 612,016           |                       | 32,211         |                           | 644,227            | 97.6%             | \$ 644,227            | 644,227              | 0                           |
| Pasadena High School - Modernize Gymnasium Complex (95075.0) (2)         | 15,791,247        | 1,878,781         | 1,073,975         | 99,842                |                |                           | 1,173,817          | 7.4%              | \$ 1,040,534          | 1,047,329            | 126,489                     |



## Budget vs Commitments and Expenditures

## Consolidated Budget Status Report

Budget versus Commitments and Expenditures for Multiple Projects (created 10/17/2016 10:38 am)

as of 10/17/2016 6/29/16 TO 9/15/2016 CURRENT to 10/17/16

|   | Budget       | Commitments       | Expenditures |                       |                |                           |                    |                   | Report dtd<br>6/29/16 | 6/29 to 9/15/2016  | Change Since<br>Last Report |
|---|--------------|-------------------|--------------|-----------------------|----------------|---------------------------|--------------------|-------------------|-----------------------|--------------------|-----------------------------|
| School Name/Project Name  | Total Budget | Total Commitments | Paid         | In Process for<br>PMT | Held Retention | Construction<br>Withholds | Total Expenditures | % Budget<br>Spent | Total Expenditures    | Total Expenditures |                             |
| Pasadena High School - Security System Upgrades (95117.0) (2)                   | 234,778      | 248,424           | 248,424      |                       |                |                           | 248,424            | 105.8%            | \$ 248,424            | 248,424            | 0                           |
| Pasadena High School - Water Meter Separation (95160.0) (2)                     | 29,527       |                   |              |                       |                |                           |                    | 0.0%              |                       |                    | 0                           |
|   | 25,471,279   | 6,226,339         | 4,383,214    | 133,532               | 32,211         |                           | 4,548,958          | 17.9%             | \$ 4,256,299          | \$ 4,336,580       | \$ 212,378                  |
| Program Contingency (95142.0)   |              |                   |              |                       |                |                           |                    |                   |                       |                    |                             |
| Program Contingency (95142.0) - Program Contingency (95142.0) (2)               | 13,872,469   |                   |              |                       |                |                           |                    | 0.0%              |                       |                    | 0                           |
|   | 13,872,469   |                   |              |                       |                |                           |                    | 0.0%              | \$ -                  | \$ -               | \$ -                        |
| Roosevelt Elementary School   |              |                   |              |                       |                |                           |                    |                   |                       |                    |                             |
| Roosevelt Elementary School - Multi-purpose Facility (95025.0) (2)              | 7,447,762    | 1,613,638         | 1,444,260    | 13,488                |                |                           | 1,457,747          | 19.6%             | \$ 1,297,004          | 1,381,166          | 76,582                      |
| Roosevelt Elementary School - Water Meter Separation (95162.0)                  | 123,853      |                   |              |                       |                |                           |                    | 0.0%              |                       |                    | 0                           |
|   | 7,571,615    | 1,613,638         | 1,444,260    | 13,488                |                |                           | 1,457,747          | 19.3%             | \$ 1,297,004          | \$ 1,381,166       | \$ 76,582                   |
| Roosevelt Elementary School   |              |                   |              |                       |                |                           |                    |                   |                       |                    |                             |
| Roosevelt Elementary School - Measure T E-Rate (95180.0)                        | 97,200       | 96,100            | 91,295       |                       | 4,805          |                           | 96,100             | 98.9%             | \$ 96,100             | 96,100             | 0                           |
|   | 97,200       | 96,100            | 91,295       |                       | 4,805          |                           | 96,100             | 98.9%             | \$ 96,100             | \$ 96,100          | \$ -                        |
| Rose City High School   |              |                   |              |                       |                |                           |                    |                   |                       |                    |                             |
| Rose City High School - Career Technical Education (95145.0)                    | 375,000      | 232,608           | 225,662      |                       | 1,945          |                           | 227,608            | 60.7%             | \$ 204,874            | 227,608            | 0                           |
| Rose City High School - Measure T E-Rate (95180.0)                              | 138,000      | 134,493           | 127,768      |                       | 6,725          |                           | 134,493            | 97.5%             | \$ 134,493            | 134,493            | 0                           |
| Rose City High School - Rose City Modification (95170.0)                        | 284,746      | 166,978           | 152,978      |                       |                |                           | 152,978            | 53.7%             | \$ 148,541            | 152,978            | 0                           |
|   | 797,746      | 534,078           | 506,409      |                       | 8,670          |                           | 515,079            | 64.6%             | \$ 487,908            | \$ 515,079         | \$ -                        |
| San Rafael Elementary School  |              |                   |              |                       |                |                           |                    |                   |                       |                    |                             |
| San Rafael Elementary School - Measure T E-Rate (95180.0)                       | 97,200       | 94,930            | 84,964       |                       | 4,472          |                           | 89,436             | 92.0%             | \$ 89,436             | 89,436             | 0                           |
| San Rafael Elementary School - Modernization (95030.0) (1) (2) (3)              | 4,796,421    | 1,677,663         | 1,413,645    |                       | 1,616          |                           | 1,415,261          | 29.5%             | \$ 1,324,728          | 1,360,675          | 54,586                      |
|   | 4,893,621    | 1,772,594         | 1,498,609    |                       | 6,088          |                           | 1,504,697          | 30.7%             | \$ 1,414,164          | \$ 1,450,111       | \$ 54,586                   |
| Sierra Madre Elementary School (Lower)  |              |                   |              |                       |                |                           |                    |                   |                       |                    |                             |
| Sierra Madre Elementary School (Lower) - Phase II - HVAC Auditorium Upgrades (9 | 241,941      | 387,724           | 291,978      | 14,826                | 2,311          |                           | 309,114            | 127.8%            | \$ 228,182            | 261,402            | 47,712                      |
|   | 241,941      | 387,724           | 291,978      | 14,826                | 2,311          |                           | 309,114            | 127.8%            | \$ 228,182            | \$ 261,402         | \$ 47,712                   |
| Sierra Madre Middle School  |              |                   |              |                       |                |                           |                    |                   |                       |                    |                             |
| Sierra Madre Middle School - Measure T E-Rate (95180.0)                         | 115,200      | 329,028           | 304,371      |                       | 15,197         |                           | 319,568            | 277.4%            | \$ 319,568            | 319,568            | 0                           |
|   | 115,200      | 329,028           | 304,371      |                       | 15,197         |                           | 319,568            | 277.4%            | \$ 319,568            | \$ 319,568         | \$ -                        |
| Sierra Madre Middle School (Upper)  |              |                   |              |                       |                |                           |                    |                   |                       |                    |                             |
| Sierra Madre Middle School (Upper) - New MS Campus (95038.0) (2) (3)            | 36,481,663   | 37,718,420        | 36,802,964   | 4,841                 |                | 238,888                   | 37,046,692         | 101.5%            | \$ 36,954,726         | 37,025,855         | 20,837                      |
|   | 36,481,663   | 37,718,420        | 36,802,964   | 4,841                 |                | 238,888                   | 37,046,692         | 101.5%            | \$ 36,954,726         | \$ 37,025,855      | \$ 20,837                   |
| Sierra Madre New Middle School  |              |                   |              |                       |                |                           |                    |                   |                       |                    |                             |
| Sierra Madre New Middle School - Career Technical Education (95145.0)           | 250,000      | 38,113            | 38,113       |                       |                |                           | 38,113             | 15.2%             | \$ 38,113             | 38,113             | 0                           |
|   | 250,000      | 38,113            | 38,113       |                       |                |                           | 38,113             | 15.2%             | \$ 38,113             | \$ 38,113          | \$ -                        |





## Budget Commitments and Expenditures

## Consolidated Budget Status Report

Budget versus Commitments and Expenditures for Multiple Projects (created 10/17/2016 10:38 am)

as of 10/17/2016 6/29/16 TO 9/15/2016 CURRENT to 10/17/16

|   | Budget       | Commitments       | Expenditures |                       |                |                           |                    |                   | Report dtd<br>6/29/16 | 6/29 to 9/15/2016  | Change Since<br>Last Report |
|---|--------------|-------------------|--------------|-----------------------|----------------|---------------------------|--------------------|-------------------|-----------------------|--------------------|-----------------------------|
| School Name/Project Name  | Total Budget | Total Commitments | Paid         | In Process for<br>PMT | Held Retention | Construction<br>Withholds | Total Expenditures | % Budget<br>Spent | Total Expenditures    | Total Expenditures |                             |
| Technology Modification   |              |                   |              |                       |                |                           |                    |                   |                       |                    |                             |
| Technology Modification - Technology Modifications (95144.0) (2)                        | 5,000,000    | 3,075,434         | 3,075,434    |                       |                |                           | 3,075,434          | 61.5%             | \$ 3,075,434          | 3,075,434          | 0                           |
|   | 5,000,000    | 3,075,434         | 3,075,434    |                       |                |                           | 3,075,434          | 61.5%             | \$ 3,075,434          | \$ 3,075,434       | \$ -                        |
| Various Sites   |              |                   |              |                       |                |                           |                    |                   |                       |                    |                             |
| Various Sites - General Fund Projects (2)   | 629,870      | 663,453           | 649,179      |                       |                |                           | 649,179            | 103.1%            | \$ 649,179            | 649,179            | 0                           |
|   | 629,870      | 663,453           | 649,179      |                       |                |                           | 649,179            | 103.1%            | \$ 649,179            | \$ 649,179         | \$ -                        |
| Washington Accelerated Elementary School  |              |                   |              |                       |                |                           |                    |                   |                       |                    |                             |
| Washington Accelerated Elementary School - Campus Improvements - Measure Y              | 446,475      | 446,475           | 439,681      |                       |                |                           | 439,681            | 98.5%             | \$ 439,681            | 439,681            | 0                           |
| Washington Accelerated Elementary School - New Child Care Center (95067.0) (2)          | 1,427,425    | 128,825           | 31,697       |                       |                |                           | 31,697             | 2.2%              | \$ 31,697             | 31,697             | 0                           |
| Washington Accelerated Elementary School - New Classroom/MPR Bldg (95045.0)             | 17,929,795   | 18,413,362        | 9,235,644    | 5,808                 | 2,859          |                           | 9,244,311          | 51.6%             | \$ 7,953,812          | 8,756,964          | 487,347                     |
| Washington Accelerated Elementary School - Renovate Kindergarten Classrooms             |              |                   |              |                       |                |                           |                    |                   |                       |                    | 0                           |
| Washington Accelerated Elementary School - Washington Acc. - PRI 0 - HVAC (95104.0) (2) |              |                   |              |                       |                |                           |                    |                   |                       |                    | 0                           |
| Washington Accelerated Elementary School - Water Meter Separation (95104.0) (2)         | 124,000      |                   |              |                       |                |                           |                    | 0.0%              |                       |                    | 0                           |
|   | 19,927,695   | 18,988,662        | 9,707,022    | 5,808                 | 2,859          |                           | 9,715,689          | 48.8%             | 8,425,190             | 9,228,342          | 487,347                     |
| Washington Accelerated School   |              |                   |              |                       |                |                           |                    |                   |                       |                    |                             |
| Washington Accelerated School - Measure T E-Rate (95180.0)                              | 259,200      | 251,858           | 239,265      |                       | 12,593         |                           | 251,858            | 97.2%             | \$ 251,858            | 251,858            | 0                           |
|   | 259,200      | 251,858           | 239,265      |                       | 12,593         |                           | 251,858            | 97.2%             | \$ 251,858            | \$ 251,858         | \$ -                        |
| Washington Middle School  |              |                   |              |                       |                |                           |                    |                   |                       |                    |                             |
| Washington Middle School - Career Technical Education (95145.0)                         | 1,750,000    | 33,512            | 33,512       |                       |                |                           | 33,512             | 1.9%              | \$ 32,734             | 33,512             | 0                           |
| Washington Middle School - Measure T E-Rate 95180.0                                     | 270,000      | 261,489           | 248,415      | 13,074                |                |                           | 261,489            | 96.8%             | \$ 247,824            | 247,824            | 13,665                      |
| Washington Middle School - New Constr. & Mod. (95081.0) (2)                             | 19,117,195   | 13,769,132        | 12,000,422   | 14,594                | 470,204        |                           | 12,485,220         | 65.3%             | \$ 11,739,554         | 12,394,572         | 90,648                      |
| Washington Middle School - Washington MS - PRI 0 - HVAC (95168.0) (2)                   |              |                   |              |                       |                |                           |                    |                   |                       |                    | 0                           |
|   | 21,137,195   | 14,064,133        | 12,282,349   | 27,668                | 470,204        |                           | 12,780,221         | 60.5%             | \$ 12,020,112         | \$ 12,675,909      | \$ 104,313                  |
| Webster Elementary School   |              |                   |              |                       |                |                           |                    |                   |                       |                    |                             |
| Webster Elementary School - Aud/AdminBldg/Kitchen/Playground (95047.0) (2)              | 3,841,567    | 1,955,334         | 1,951,718    |                       |                |                           | 1,951,718          | 50.8%             | \$ 1,951,718          | 1,951,718          | 0                           |
| Webster Elementary School - Measure T E-Rate 95180.0                                    | 144,000      | 139,666           | 132,683      |                       | 6,983          |                           | 139,666            | 97.0%             | \$ 139,666            | 139,666            | 0                           |
|   | 3,985,567    | 2,095,000         | 2,084,401    |                       | 6,983          |                           | 2,091,384          | 52.5%             | \$ 2,091,384          | \$ 2,091,384       | \$ -                        |
| Willard Elementary School   |              |                   |              |                       |                |                           |                    |                   |                       |                    |                             |
| Willard Elementary School - Kinder and Pre-K Complex (95115.0) (2)                      | 3,815,052    | 3,852,993         | 3,850,188    | 275                   |                |                           | 3,850,463          | 100.9%            | \$ 3,831,974          | 3,832,018          | 18,445                      |
| Willard Elementary School - New HVAC (95187.0) (5)                                      |              | 2,555             | 2,555        |                       |                |                           | 2,555              |                   | \$ -                  | 2,485              | 70                          |
|   | 3,815,052    | 3,855,548         | 3,852,743    | 275                   |                |                           | 3,853,018          | 101.0%            | \$ 3,831,974          | \$ 3,834,503       | \$ 18,515                   |
| Wilson Middle School  |              |                   |              |                       |                |                           |                    |                   |                       |                    |                             |
| Wilson Middle School - Career Technical Education (95145.0)                             | 250,000      |                   |              |                       |                |                           |                    | 0.0%              |                       |                    | 0                           |
| Wilson Middle School - Gym/Locker RM Courtyard Mod (95113.0) (2)                        | 5,135,292    | 5,003,264         | 4,981,826    |                       | 7,478          |                           | 4,989,304          | 97.2%             | \$ 4,978,922          | 4,983,612          | 5,692                       |
|   | 5,385,292    | 5,003,264         | 4,981,826    |                       | 7,478          |                           | 4,989,304          | 92.6%             | \$ 4,978,922          | \$ 4,983,612       | \$ 5,692                    |
| Totals  | 343,545,411  | 217,430,724       | 185,152,669  | 951,743               | 1,340,161      | 491,980                   | 187,936,552        | 54.7%             | \$ 168,616,015        | \$ 174,341,805     | \$ 3,489,667                |

NOTE: Facilities salaries and office supply expenditures are regularly recorded in PeopleSoft, and input into AccountAbility quarterly. First Quarter salaries (7/1 - 9/30/2016) were input into AccountAbility during the week of 10/10/16.



## **Pasadena Unified School District Service Center Facilities Department**

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### **Project Updates**

Date: October 2016

**Project Manager: George Kwiter**

#### Marshall FS – New Gym

At Marshall FS Four (4) classrooms have been turned over to the school and are currently in use. The Gym flooring has been completed and the bleacher installation will take place in about two (2) weeks. This will be followed by the sealing and striping of the floor. Exterior site work is almost complete, the next stage will be asphalt paving followed by seal and stripe of the new parking lot layout. Targeted completion date is October 31.

#### Marshall – Existing Gym

Construction scope has been completed and site has been turned over for school use.

#### Muir HS – Black box

Staff restrooms have been completed and will be turned over to the school next week after architect's punch walk.

#### Muir HS – Modernization

Contractor has mobilized and started the containment process for the asbestos abatement. We are monitoring consultant on site overseeing the abatement activity. This project will commence in 2 weeks' time.

#### Washington MS – New Gym

The Washington MS Gym interior is almost completed and the striping of the gym floor will commence next week pending the architect's approval that the site concrete work is complete. Landscaping will start next week and the punch walk will be scheduled towards the end of October.

#### Roosevelt ES – New MPR

The Plans for the new Multipurpose Room are ready to be submitted to DSA pending a payment from district for the Geotechnical report review by the state.

#### Pasadena HS – Gym Renovation

PHS School staff has cleared out of the locker facility in order to allow for construction mobilization. We will be purchasing a restroom building that will provide interim restrooms for the Gym staff and students for the entire construction period. We anticipate receive the notice to proceed towards the middle of October.

**Project Manager: James Vu Report**

#### Sierra Madre MS

Software upgrades are required for six (6) new Network Controllers / Automation Server (AS-P). PUSD will be conducting the software updates itself with no issue of the voiding the warranty that we hold with the EMS contractor who installed the system.

#### Eliot MS – Central Plant

Replacement is required for one of the two (2) chillers at Elliot Ms. the second Chiller needs to be retrofitted

#### Sierra Madre ES – Cooling Tower Replacement

The mechanical/EMS drawings for the cooling tower replacement have been reviewed and marked up by James Vu and Ned Khachikian and have been sent back to Architect / MEP for review and pending final set of drawing.

#### Altadena ES

Altadena ES will need two (2) Chillers replaced as soon as possible.

#### Field ES – Central Plant

The Central Plant Chillers at Field ES require replacement. The shelf life on these systems is 3 to 5 years. Chiller one (1) has continued to be low on fluids and requires thorough inspections. If after the inspection we are not able to fix the issue we will need to replace chiller one (1) soon.

#### Washington ES

The facilities staff will continue to monitor the HVAC system at Washington ES.

#### Madison ES

PJHM has conducted an assessment of the current HVAC and EMS systems and have been very helpful in providing an in depth analysis of the systems current condition.

#### Norma Coombs – Central Plant Replacement.

Awaiting the Chiller resizing design from our Mechanical Engineer.

### **Project Manager: Kris Zazirski**

#### Field ES:

##### Completed Projects

- Installation of 2 portable classroom ( Punch list in progress)
- Renovation of Boys Restroom in Building B (Punch list in progress)
- Roof restoration on Portable Classroom H

#### Norma Coombs ES:

##### Completed Projects

- Interim housing completed which included three(3) portable classrooms ( punch list is still ongoing)
- Fencing project completed

##### Project awaiting approval

- DSA Addendum #1 for portable classroom
- DSA Addendum #2 for new admin/classroom

#### Sierra Madre ES:

Cooling Tower replacement is in design stage.

#### Burbank ES:

##### Completed Projects

- Accessible walkway completed on 8-27.16
- Summer work for site was completed prior to the start of the new school year

##### Ongoing Projects

- Fencing & Gates have been fabricated
- Portables for the Early Child Development Program were delivered and in place.

#### San Rafael ES: Roof Replacement

- Bid awarded and NTP was issued
- HAZMAT items were removed, summer 2016
- Procurement of roofing materials
- Contractor to start the week of September 19<sup>th</sup> 2016

## **Project Inspector: Ned Khachikian**

### Burbank ES

This project was 100% complete on 8/12/16. On 9/27/16 we close the project out with DSA. We are awaiting the final from DSA.

### Washington MS

#### Ongoing Work at "G" Building

- Interior finishes are ongoing.
- HWD floor, bleachers, and MEP activities are substantially complete and pending final tests.
- Interior and exterior paintings with some other finished are still ongoing.
- Correction of rejected concrete work is pending and still ongoing

### Washington ES

#### Ongoing work at "C" Building

- Fire Sprinkle, framing, electrical, and mechanical condensation line installations.
- The 2nd floor rejected concrete curbs and floor repairs are also open items.
- Pitched roof area roofer started the roofing preparation and underlayment
- The remaining building concrete activities are the 1st floor columns block-out and exterior curbs.
- Structural steel activities are unfinished; several memos are issued for over 150 locations of incomplete work

#### Completed Work

- Roof concrete placement is complete and cleanup activities are remaining.

#### Ongoing Work at "D" Building

- The remaining drywall activities are pending MEP completion.
- West PL wall foundation is complete; wall is formed and ready for concrete placement
- Plumber is continually trenching and installing underground utilities.

#### Completed Work

- MEP activities are substantially complete. Contractor completed one side drywall on all available walls

### Blair HS

#### Ongoing work

- 2-Relo buildings construction is ongoing

#### Completed Work

- Electrician completed the power and LV contractor started pulling wires Friday 9/30/16. Contractor should be considerably completing all activities by end of 1st week of October.

## **Project Manager: Rick Kent**

### McKinley Phase 1

- Open items in the commissioning punch-list, RFI is pending
- After meetings at Sinanian's office and at LPA we are almost ready to make our final close-out offer with C/O #16 going to next month's board
- Re-Stripping of the gym floor is being held off until winter break per the principal's request

### Sierra Madre Middle

- Hydronic pipe repairs are now complete and landscaping, irrigation are back in place
- CCD 9 Roof top welding has been completed
- Final touch up on controls and air balance is underway with commissioning to commence shortly thereafter
- All C/O's except for the time extensions have been included in C/O #15

### Jackson ES

- The Design team kick off meeting was held at WLC's office and a meeting with Ralph and the Kitchen consultants was completed at the DSC
- TOPO Survey of the site has been completed
- GEO tech firm has been awarded Fire sprinkler engineering pending PO from procurement
- C-Below underground utility mapping pending PO from procurement

## **Project Manager: Anson Rane**

### Blair HS Modernization

- DSA addendum comments for correction have been received by the Architect (gkk)
- Estimated schedule for resubmittal of addendum to DSA: 10/31/16 – 11/07/16
- Estimated Bid Period (pending DSA addendum approval): 12/15/16 – 1/31/17
- Estimated NTP: 2/15/17

### Blair HS New Portables

- Portable classroom buildings (2) have been delivered.
- Electrical / low voltage connections completed on 10/6/16.
- Ramps / Paving completion estimated for 10/7/16.
- Project completion estimated for 10/10/16.

### Don Benito ES - Renovation and Addition

- Project scope has been reviewed and discussed with school staff and SCC.
- Addendum Pre-Submittal meeting with DSA on 10/10/16.
- Project revisions/addendum to be submitted to DSA on or about 10/17/16.
- Estimated Bid Period (pending DSA addendum approval): 1/1/17 – 2/15/17
- Estimated NTP: 2/28/17

### Don Benito ES – Existing Portables Refurbishment (Interim Housing)

- Project work is complete and portables were ready for school start.
- Notice of Completion Board Report on the October '16 Board Agenda

### Don Benito ES – Cafeteria HVAC / Kitchen Improvements

- Initial project programming meeting has been performed
- Design Development update from Architect on 10/15/16
- Estimated Submittal to DSA: 12/1/16

### Norma Coombs ES Modernization

- Project revisions/addendum has been submitted to DSA.
- Estimated Bid Period (pending DSA addendum approval): 10/27/16 – 12/15/16
- Estimated NTP: 1/2/17

### Pasadena HS – Aquatics Pool Replacement

- Initial project programming meeting has been performed with PUSD stakeholders and Architect / Engineers)
- Pre-Design / Programming submittal received from PJHM and has been reviewed by PUSD Stakeholders
- Estimated Submittal to DSA: 1/15/17

### Muir HS – Aquatics Pool Replacement

- Initial project programming meeting has been performed with PUSD stakeholders and Architect / Engineers)
- Pre-Design / Programming submittal received from PJHM and has been reviewed by PUSD Stakeholders

### PCC / Muir HS – Building 'D' Improvements

- A&E team has completed construction drawings / specs.
- PUSD review of construction documents in progress.
- Estimated submittal to DSA: 11/15/16
- Estimated Bid / Award period (pending DSA Approval): 2/15/16 – 3/31/17
- Estimated NTP: 4/15/17

### San Rafael ES – Cafeteria / Auditorium Roof Replacement

- Demolition of existing roofing complete.
- New roofing installation ongoing.
- Estimated completion of work: 10/26/16

### Washington Accelerated Elementary – New Construction

- Construction is approximately 55% complete (Building 'D' @ 70%, Building 'C' @ 30%).

#### Needs Assessments – Various Schools

- Coordination on going with Architects / Engineers for investigation, inspection, document Research and etc.

#### **Construction Specialist: Shirly Barrett**

##### Shade Structures – Various Schools

- Requested clarification on the Shade Structure piggyback bid and process for turnkey projects and out to bid projects. Based on recommendations staff will amend Board Report and submit for October's board meeting

##### McKinley

- Onyx Architect submitting plans to DSA for review, dependent if combining Restroom project, open A numbers

##### Jefferson

- ADA Drinking fountain project to closeout DSA A number, developing scope for outside contractor to install.

##### San Rafael

- Purchase trailer for book storage
- Principal requesting additional DF's

#### **District Energy Manager: Chris Anderson**

##### Water Testing for Sites

Three (3) quotes have been secured for water testing. Once we have reviewed the quotes we will share the information with the Facilities committee

##### Solar Carports

District lawyers have made contact with PFMG Solar lawyers. No further information has been shared. I will follow up and share when more information is available.

##### Willdan Lighting Installation via SCE

Tubes and ballasts will begin getting replaced at specified locations on SCE campuses beginning October 24. We are waiting for information to determine which site will be first and what hours are available for work to be done once we have that information we will coordinate with the school sites.

##### We DIP via PWP

There are three sites remaining for the WeDIP program need to determine which school sites have specific needs.

##### Prop 39

The lighting projects to reduce the SIR for this year's EEP will begin in one to two weeks. A requisition will need to be made after a final quote is secured from Grainger.

##### Hydration Station

We were unable to get from SCE regarding the Hydration stations. Staff will proceed with the feedback provided by Ann Rector and two other school districts. Hydration station specs should be completed within the month.



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

**Topic:** APPROVAL OF CONTRACT EXTENSION AND INCREASE WITH O'NEAL CONSTRUCTION INSPECTION FOR PROJECT INSPECTION SERVICES AT MARSHALL FUNDAMENTAL SCHOOL – SPORTS COMPLEX PROJECT.

**Recommendation:** The Board of Education approves to extend and increase the contract with O'Neal Construction Inspections to provide project inspection services for the Marshall Fundamental School Sports Complex Project in the amount not to exceed \$28,835.00

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

**I. BACKGROUND**

During the program phase of the Facilities Master Plan, a key step was selecting qualified Project Inspectors. O'Neal Construction Inspection was one of the firms that pre-qualified. On May 22, 2014 the Board of Education approved the contract with O'Neal Construction Inspection Services for Division of the State Architect (DSA) Class 1 Inspection Services for Marshall Fundamental School Sports Complex Project.

**II. STAFF ANALYSIS**

Project inspections services are required to complete the construction and closeout of the Marshall FS – Sports Complex Project, which requires a level one (1) DSA inspector. Staff recommends that the Board approve the extension and increase of Contract with O'Neal Construction Inspection for Project Inspection Services in the amount of \$28,835.00 through the completion of the project.

This Board Report was vetted by the Facilities Committee on October 20, 2016.

**Attachment:** O'Neal Construction Inspection Proposal

**III. FISCAL IMPACT**

Inspection expenses are not to exceed \$28,835.00 are available in the Measure TT-Marshall Fundamental Sports Complex Account.

**Pasadena Unified School District**  
**Board of Education Agenda:** October 27, 2016  
**Prepared by:** Nelson Cayabyab, Chief Facilities Officer

**Funding code:** 21.1-95049.0-00000-85000-6285-0950000

Originator: Nelson Cayabyab, Chief Facilities Officer

**O'Neal Construction Inspections 661-266-2878**  
**8328 Fanita Drive #8 Santee, CA 92071 [steveoneal719@msn.com](mailto:steveoneal719@msn.com)**

September 23, 2016

Mr. Nelson Cayabyab  
351 South Hudson  
Pasadena, CA 91103

RE: Marshall Sports Complex DSA Inspection Service Extension

Dear Mr. Cayabyab,

In accordance with your Owner Representative's request, we are pleased to present this extension proposal for the DSA Inspection Services for the Marshall Sports Complex. My project inspector had to work several Saturdays during the last six months thus the current purchase order was short by 29 hours or \$2,291.00. This project will apparently extend through the month of October 2016. I will need 29 hours plus 336 hours for September and October for a total of 365 hours for **\$28,835** to finish the project.

Please issue a new PO for the amount of \$28,835.00 and change the address to 8328 Fanita Drive #8 Santee, CA 92071

Thank you and if you have any questions please do not hesitate to contact me.



Steve O'Neal

Owner

O'Neal Construction Inspections

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

**Topic:** APPROVAL OF AMENDMENT NO. 5 TO PROJECT ASSIGNMENT AGREEMENT 74-3 (PAA 74-3) TO INCREASE CONTRACT WITH WLC ARCHITECTS, INC. FOR ADDITIONAL CONSTRUCTION DESIGN SERVICES FOR THE JOHN MUIR HIGH SCHOOL MODERNIZATION PROJECT

|  |
|--|
| <b>Recommendation:</b> The Board of Education approves the amendment No.5 to increase the Project Assignment Agreement 74-3 for WLC Architects, Inc. in the amount of \$909,502. |
|--|

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

**I. BACKGROUND**

On April 27, 2010 the Board of Education approved the Project Assignment Agreement 79-3 for John Muir Modernization with WLC Architects in the amount of \$855,569.00 Then in January 29, 2013 the modernization of the Kitchen design was added to the PAA No. 74-3. Since then, the scope of work for each project has increased. WLC Architects' is requesting to increase their fees per the contract agreement for additional construction design service.

**II. STAFF ANALYSIS**

At the inception of the John Muir High School and Kitchen Modernization projects WLC utilized estimated construction cost amount in order to establish an initial billing cycle. During the course of the design the construction cost has increased significantly from the initial estimate. The fee increase amount is based on the lowest engineers' construction estimate of \$19.8 million in lieu of actual bid amount of \$23.8 million. WLC will continue to work with the District and the contractor to identify value engineering items. Staff recommends approval of amendment No. 5 for an increase in the original PAA No. 74-3 Agreement in the amount not to exceed amount of \$909,502.00 for design revisions to the John Muir Modernization and Kitchen Modernization Projects. The original budget for the Muir High School Modernization was \$8,535,098.00 the revised fees equals to \$1,400,497.00 which is an increase of \$544,838.00 and the Muir High School Kitchen Modernization's original construction budget was \$500,000.00 it increased to \$4,183,393.00 the revised fee per WLC Architects contract equals \$445,939 which is an increase of \$364,664.00

The Facilities Committee vetted this Board Report on October 20, 2016.

**Attachments:** WLC Fee Proposal

**III. FISCAL IMPACT**

Funds in an amount not to exceed \$909,502.00 are available in the Measure TT- John Muir High School account.

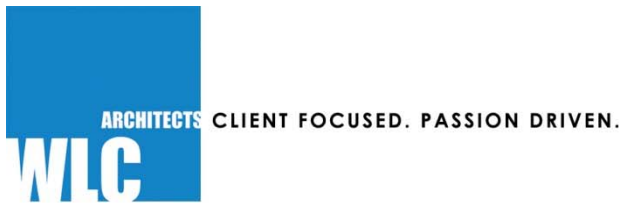
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|---|
| <b>Pasadena Unified School District</b><br><b>Board of Education Agenda:</b> October 27, 2016<br><b>Prepared by:</b> <u>Nelson Cayabyab, Chief Facilities Officer</u> |
|---|

Report No. 1101-F

Meeting Date: October 27, 2016

|  |
|--|
| <b>Funding code:</b> 21.1-95051.0-00000-85000-6210-0820000 |
|--|

Originator: Nelson Cayabyab, Chief Facilities Officer



August 11, 2016  
**Revised August 24, 2016**

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

Re: Fee Adjustments  
Muir High School Modernization – WLC Project 0913900.06  
Muir High School Gymnasium Bleachers – WLC Project 1020700.06  
Muir High School Kitchen Modernization – WLC Project 1114900.06

Dear Mr. Cayabyab:

At the inception of these projects, we utilized an estimated construction cost amount for each of the above listed projects in order to establish an initial billing cycle. However, over the course of the past four to five years, the scope of work for each project has increased. The latest project cost estimates were updated and provided to the District on May 10, 2016. The combined estimate for all three projects totaled \$19.8 million. The District received bids on July 12, 2016 with the lowest bid at \$23.8 million. Based on this information I would like to revisit our fees per the contract agreement.

It is our understanding that the District will likely award these projects to The Nazerian Group for \$23,777,123.00. However, we have been working with the contractor to identify possible cost reductions that can reduce the construction cost to between \$20.0 million to \$21.0 million. I am requesting that WLC Architects' fee be adjusted per the lower construction estimate of \$19.8 million that we prepared on May 10, 2016. This is a very conservative number and no future adjustments would be requested until the completion of the construction phase of the project. Based upon this approach we request the following fee adjustment:

**A. Muir High School Modernization**

The initial budget established in April 2010 for the project was \$8,535,098.00, generating a fee of \$855,659. Per our contract, A&E fees were calculated based upon the fee schedule for modernization projects as a percentage of the construction cost. The fee represented full A&E services for the project. Per our May 10, 2016 attached estimate the revised fee equals \$1,400,497.00 which is an increase of \$544,838.00.

**B. Muir High School Gymnasium Bleachers**

Our proposal for architectural services related to the new gymnasium bleachers at Muir High School was based upon a lump sum fee. Therefore, we are not requesting any modification to our current agreed upon fee.

Mr. Nelson Cayabyab  
Fee Adjustments  
Muir High School Modernization – WLC Project 0913900.06  
Muir High School Gymnasium Bleachers – WLC Project 1020700.06  
Muir High School Kitchen Modernization – WLC Project 1114900.06  
August 11, 2016  
**Revised August 24, 2016**  
Page 2

**C. Muir High School Kitchen Modernization**

The kitchen modernization for Muir High School was greatly increased in scope of work when the District determined that the kitchen would become a full service facility with all new equipment rather than the minor modernization project initially proposed for the existing serving kitchen. The budget increased from \$500,000.00 established in March 2012 to the current level of \$4,183,393 indicated in our May 10, 2016 construction estimate. The revised fee per our contract agreement equals \$445,939 which is an increase of \$364,664.00.

We hope this meets with your approval. As always, should you have any questions, please do not hesitate to call.

Sincerely,



ROBERT J. HENSLEY  
Architect, AIA  
LEED™ AP  
Chairman, Principal

RJH:br/P00913900x9R-ltr

Attachment: Muir High School Modernization Estimate dated May 10, 2016  
Muir High School Gymnasium Bleachers Estimate dated May 10, 2016  
Muir High School Kitchen Renovation Estimate dated May 10, 2016

cc: George Kwiter, Project Manager, Chap, Inc.  
Stephanie Quintero, Assistant, Director of Accounting, WLC Architects, Inc.  
Mark McKnight, Senior Project Architect, AIA, WLC Architects, Inc.





MUIR HIGH SCHOOL  
MODERNIZATION - A# 115334

PASADENA UNIFIED SCHOOL DISTRICT



May 10, 2016

|         |        |         |         |          |                        |
|---------|--------|---------|---------|----------|------------------------|
| Percent | Factor | Percent | Project | Estimate | Estimated OPSC Funding |
|---------|--------|---------|---------|----------|------------------------|

A. ESTIMATED CONSTRUCTION (HARD) COSTS

|    |   |       |            |
|----|---|-------|------------|
| 1  | Auditorium & Cafeteria Modernization                      | \$    | 9,735,618  |
| 2  | Replace Electrical Panels Boards                          | \$    | 375,700    |
| 3  | Path of Travel Upgrades                                   | \$    | 250,000    |
| 4  | Mustang Café Modernization                                | \$    | 646,341    |
| 5  | Fire Alarm Buildings A, BB, D, F, G, J, L, & M            | \$    | 1,205,065  |
| 6  | HVAC Building E   | \$    | 96,853     |
| 7  | Senior Quad Improvements                                  | \$    | 53,600     |
| 8  | <b>Subtotal:</b>  | \$    | 12,363,177 |
| 9  | <b>Available for Construction (Prime Contractor Bids)</b> | \$    | 12,363,177 |
| 10 | Construction Estimate Contingency                         | \$    | 618,159    |
| 11 | <b>Subtotal:</b>  | \$    | 12,981,336 |
| 12 | GC's General Conditions Costs                             | \$    | 649,067    |
| 13 | <b>Subtotal:</b>  | \$    | 13,630,403 |
| 14 | GC Fees & Profit  | \$    | 1,090,432  |
| 15 | <b>BID CONTINGENCY</b> (Escalation)                       | \$    | 441,625    |
| 16 | <b>TOTAL ESTIMATED CONSTRUCTION COST:</b>                 | \$    | 15,162,460 |
|    |   | 86.8% |            |

\* See attached construction cost breakdown

B. ESTIMATED PROJECT (SOFT) COSTS

|    |  |       |           |
|----|--|-------|-----------|
| 17 | Site Surveys / Topos                                     | \$    | -         |
| 18 | Site Geotech / Soil Borings                              | \$    | -         |
| 19 | Furniture, Fixtures, Equipment (FFE) Allowance           | \$    | -         |
| 20 | Architect/Engineer Fees                                  | \$    | 1,400,497 |
| 21 | Expanded Construction Administration Services            | \$    | -         |
| 22 | Construction Manager                                     | \$    | -         |
| 23 | DSA Plancheck Fees                                       | \$    | 97,225    |
| 24 | CDE Project Review Fees                                  | \$    | -         |
| 25 | DTSC/HAZMAT Environmental Consultant/Fees                | \$    | 53,068,61 |
| 26 | CEQA Consultant  | \$    | -         |
| 27 | Utility City/County Fees & Inspections                   | \$    | -         |
| 28 | DSA Inspector of Record                                  | \$    | 180       |
| 29 | Special Inspection + Materials Testing                   | \$    | 227,437   |
| 30 | Labor Compliance Program Administration                  | \$    | 45,487    |
| 31 | Reimbursable   | \$    | 30,908    |
| 32 | <b>Subtotal:</b>   | \$    | 1,854,802 |
| 33 | <b>PROJECT CONTINGENCY</b> (District reserve added cost) | \$    | 454,874   |
| 34 | <b>TOTAL ESTIMATED SOFT COST:</b>                        | \$    | 2,309,676 |
|    |  | 13.2% |           |

PROJECT CONTINGENCY  
TOTAL ESTIMATED PROJECT BUDGET:

\$ 17,472,137

PROJECT ELIGIBILITY (OPSC APPROVED):

\$ -

DISTRICT LOCAL FUNDING:

\$ 17,472,137

TOTAL AVAILABLE FUNDING:

\$ 17,472,137

PREPARED BY ARCHITECT: APPROVED BY DISTRICT:

X X



# MUIR HIGH SCHOOL

## GYMNASIUM BLEACHERS - A#116700



May 10, 2016

|   | Percent<br>Factor | Percent<br>Project | Estimate          | Estimated OPSC<br>Funding |
|---|-------------------|--------------------|-------------------|---------------------------|
| <b>A. ESTIMATED CONSTRUCTION (HARD) COSTS</b>               |                   |                    |                   |                           |
| 1 New Bleachers   |                   |                    | \$ 280,000        |                           |
| 2 DSA Emergency Lighting & ADA Compliance                   |                   |                    | \$ 30,000         |                           |
| 8 <b>Subtotal:</b>  |                   |                    | <b>\$ 310,000</b> |                           |
| 9 <b>Available for Construction (Prime Contractor Bids)</b> |                   |                    | <b>\$ 310,000</b> | <b>\$ -</b>               |
| 10 Construction Estimate Contingency                        | 5.0%              |                    | \$ 15,500         |                           |
| 11 <b>Subtotal:</b>   |                   |                    | <b>\$ 325,500</b> |                           |
| 12 GC's General Conditions Costs                            | 5.0%              |                    | \$ 16,275         |                           |
| 13 <b>Subtotal:</b>   |                   |                    | <b>\$ 341,775</b> |                           |
| 14 GC Fees & Profit   | 8.0%              |                    | \$ 27,342         |                           |
| 15 <b>BID CONTINGENCY</b> (Escalation)                      | 3.0%              |                    | \$ 11,074         |                           |
| 16 <b>TOTAL ESTIMATED CONSTRUCTION COST:</b>                |                   | <b>80.8%</b>       | <b>\$ 380,191</b> |                           |
| <b>B. ESTIMATED PROJECT (SOFT) COSTS</b>                    |                   |                    |                   |                           |
| 17 Site Surveys / Topos                                     | lump sum          |                    | \$ -              | \$ -                      |
| 18 Site Geotech / Soil Borings                              | lump sum          |                    | \$ -              | \$ -                      |
| 19 Furniture, Fixtures, Equipment (FFE) Allowance           | lump sum          |                    | \$ -              | \$ -                      |
| 20 Architect/Engineer Fees                                  | 12.00%            |                    | \$ 45,623         |                           |
| 21 Expanded Construction Administration Services            | lump sum          |                    | \$ -              |                           |
| 22 Construction Manager                                     | 0.00%             |                    | \$ -              |                           |
| 23 DSA Plancheck Fees                                       | 1.20%             |                    | \$ 4,562          |                           |
| 24 CDE Project Review Fees                                  | 0.07%             |                    | \$ -              |                           |
| 25 DTSC/HAZMAT Environmental Consultant/Fees                | 0.35%             |                    | \$ 1,331          | \$ -                      |
| 26 CEQA Consultant  | 1.00%             |                    | \$ -              |                           |
| 27 Utility City/County Fees & Inspections                   | lump sum          |                    | \$ -              |                           |
| 28 DSA Inspector of Record                                  | lump sum          |                    | \$ 20,000         |                           |
| 29 Special Inspection + Materials Testing                   | 1.50%             |                    | \$ 5,703          |                           |
| 30 Labor Compliance Program Administration                  | 0.30%             |                    | \$ 1,141          | \$ -                      |
| 31 Reimbursable   | 0.25%             |                    | \$ 775            |                           |
| 32 <b>Subtotal:</b>   |                   | <b>16.8%</b>       | <b>\$ 79,134</b>  | <b>\$ -</b>               |
| 33 <b>PROJECT CONTINGENCY</b> (District reserve added cost) | 3.00%             |                    | <b>\$ 11,406</b>  |                           |
| 34 <b>TOTAL ESTIMATED SOFT COST:</b>                        |                   | <b>19.2%</b>       | <b>\$ 90,540</b>  |                           |
| <b>PROJECT CONTINGENCY</b>                                  |                   |                    |                   |                           |
| 35 <b>TOTAL ESTIMATED PROJECT BUDGET:</b>                   |                   |                    | <b>\$ 470,731</b> |                           |
| 36 <b>PROJECT ELIGIBILITY (OPSC APPROVED):</b>              |                   |                    | <b>\$ -</b>       |                           |
| 37 <b>DISTRICT LOCAL FUNDING:</b>                           |                   |                    | <b>\$ 470,731</b> |                           |
| 38 <b>TOTAL AVAILABLE FUNDING:</b>                          |                   |                    | <b>\$ 470,731</b> |                           |

PREPARED BY ARCHITECT:

APPROVED BY DISTRICT:

X

X



# MUIR HIGH SCHOOL

## CAFÉ / KITCHEN RENOVATION - A#115819



May 10, 2016

|   | Percent<br>Factor | Percent<br>Project | Estimate            | Estimated OPSC<br>Funding |
|---|-------------------|--------------------|---------------------|---------------------------|
| <b>A. ESTIMATED CONSTRUCTION (HARD) COSTS</b>               |                   |                    |                     |                           |
| 1 Kitchen & Serving Lines                                   |                   |                    | \$ 2,361,569        |                           |
| 2 Serving Area Finishes & Utilities                         |                   |                    | \$ 1,049,489        |                           |
| 8 <b>Subtotal:</b>  |                   |                    | <b>\$ 3,411,058</b> |                           |
| 9 <b>Available for Construction (Prime Contractor Bids)</b> |                   |                    | <b>\$ 3,411,058</b> | <b>\$ -</b>               |
| 10 Construction Estimate Contingency                        | 5.0%              |                    | \$ 170,553          |                           |
| 11 <b>Subtotal:</b>   |                   |                    | <b>\$ 3,581,611</b> |                           |
| 12 GC's General Conditions Costs                            | 5.0%              |                    | \$ 179,081          |                           |
| 13 <b>Subtotal:</b>   |                   |                    | <b>\$ 3,760,691</b> |                           |
| 14 GC Fees & Profit   | 8.0%              |                    | \$ 300,855          |                           |
| 15 <b>BID CONTINGENCY</b> (Escalation)                      | 3.0%              |                    | \$ 121,846          |                           |
| 16 <b>TOTAL ESTIMATED CONSTRUCTION COST:</b>                |                   | <b>84.6%</b>       | <b>\$ 4,183,393</b> |                           |
| <b>B. ESTIMATED PROJECT (SOFT) COSTS</b>                    |                   |                    |                     |                           |
| 17 Site Surveys / Topos                                     | lump sum          |                    | \$ -                | \$ -                      |
| 18 Site Geotech / Soil Borings                              | lump sum          |                    | \$ -                | \$ -                      |
| 19 Furniture, Fixtures, Equipment (FFE) Allowance           | lump sum          |                    | \$ -                | \$ -                      |
| 20 Architect/Engineer Fees                                  | 10.66%            |                    | \$ 445,839          |                           |
| 21 Expanded Construction Administration Services            | lump sum          |                    | \$ -                |                           |
| 22 Construction Manager                                     | 0.00%             |                    | \$ -                |                           |
| 23 DSA Plancheck Fees                                       | 0.75%             |                    | \$ 31,350           |                           |
| 24 CDE Project Review Fees                                  | 0.07%             |                    | \$ -                |                           |
| 25 DTSC/HAZMAT Environmental Consultant/Fees                | 0.35%             |                    | \$ 14,642           | \$ -                      |
| 26 CEQA Consultant  | 1.00%             |                    | \$ -                |                           |
| 27 Utility City/County Fees & Inspections                   | lump sum          |                    | \$ -                |                           |
| 28 DSA Inspector of Record                                  | lump sum          |                    | \$ 60,000           |                           |
| 29 Special Inspection + Materials Testing                   | 1.50%             |                    | \$ 62,751           |                           |
| 30 Labor Compliance Program Administration                  | 0.30%             |                    | \$ 12,550           | \$ -                      |
| 31 Reimbursable   | 0.25%             |                    | \$ 8,528            |                           |
| 32 <b>Subtotal:</b>   |                   | <b>12.9%</b>       | <b>\$ 635,661</b>   | <b>\$ -</b>               |
| 33 <b>PROJECT CONTINGENCY</b> (District reserve added cost) | 3.00%             |                    | <b>\$ 125,502</b>   |                           |
| 34 <b>TOTAL ESTIMATED SOFT COST:</b>                        |                   | <b>15.4%</b>       | <b>\$ 761,163</b>   |                           |
| <b>PROJECT CONTINGENCY</b>                                  |                   |                    |                     |                           |
| 35 <b>TOTAL ESTIMATED PROJECT BUDGET:</b>                   |                   |                    | <b>\$ 4,944,555</b> |                           |
| 36 <b>PROJECT ELIGIBILITY (OPSC APPROVED):</b>              |                   |                    | <b>\$ -</b>         |                           |
| 37 <b>DISTRICT LOCAL FUNDING:</b>                           |                   |                    | <b>\$ 4,944,555</b> |                           |
| 38 <b>TOTAL AVAILABLE FUNDING:</b>                          |                   |                    | <b>\$ 4,944,555</b> |                           |

PREPARED BY ARCHITECT:

APPROVED BY DISTRICT:

X

X

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

**Topic:** APPROVE THE PROPOSAL WITH PASADENA WATER AND POWER (PWP) FOR ENGINEERING & CONSTRUCTION SERVICES FOR THE WATER SERVICE IMPROVEMENTS AT ROOSEVELT ELEMENTARY SCHOOL.

**RECOMMENDATION:** The Board of Education approves the proposal with Pasadena Water and Power (PWP) for engineering & construction services for the water service improvements at Roosevelt Elementary School in the amount not to exceed \$221,357.92

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

**I. BACKGROUND**

During the design phase for the new Multi-Purpose Room at Roosevelt Elementary School it was discovered that the fire hydrants surrounding the school do not have the required pressure by Pasadena Fire Department. An upgrade to the main water line is needed to be in extended from Orange Grove Blvd. through Pasadena Ave. The District has been working with Pasadena Water & Power for the engineering and construction of the new service, since December of 2015. Construction is scheduled for summer 2017 in order to minimize interruption to the academy program. Staff will hold off payment to the City PWP until such time that the City PWP provides a workable schedule for this project to be completed by August 2017 at the Roosevelt School site.

**II. STAFF ANALYSIS**

District staff recommends approving the PWP proposal in the amount not to exceed \$221,357.92 for engineering & construction services for the water service improvements at Roosevelt Elementary School.

This Board Report was vetted by the Facilities Committee on October 20, 2016.

**Attachment:** PWP Proposal

**III. FISCAL IMPACT**

Funds not to exceed \$221,357.92 are available in the Measure TT- Roosevelt Elementary school account.

**Pasadena Unified School District  
Board of Education Agenda: October 27, 2017  
Prepared by: Nelson Cayabyab, Chief Facilities Officer**

**Funding Code:**

Originator: Nelson Cayabyab, Chief Facilities Officer



October 27, 2016

AUG 17 2015

BY:

PASADENA WATER AND POWER

August 3, 2016

Mr. Nelson Cayabyab  
Pasadena Unified School District  
District Facilities Center  
740 West Woodbury Road  
Pasadena, California 91109

**Subject: Roosevelt Elementary School 315 - North Pasadena Avenue, Water Improvements**

Mr. Cayabyab:

Thank you for giving Pasadena Water and Power (PWP) the opportunity to submit a proposal for water service improvements at the above location. We propose to furnish engineering plans for the installation of water improvements in Pasadena Avenue for the estimated cost of \$221,357.92. The breakdown is as follows:

1. Abandon approximately 50-feet of 6" cast iron water main in Pasadena Avenue installed under work order 2549 in 1930. Install approximately 880-feet of new 8-inch class 52 ductile iron water main in Pasadena Avenue and connect to the 8-inch cast iron main in Orange Grove Boulevard installed under Work Order 4954 in 1955 for the estimate cost of \$192,492.89.
2. Abandon fire hydrant 315-13 installed in 1976. Install one new fire hydrant with a Jones model J3775-8H head to the new 8-inch water main for the estimated cost of \$12,729.87.
3. Abandon 4-inch cast iron fire service 45626 H-325 installed in 1976. Install one new 4-inch ductile iron service lateral to the new 8-inch water main and reconnect to the double check detector check valve assembly installed in 2003, for the estimated cost of \$12,047.83.
4. Reconnect 4-inch domestic service 49369 H-325 installed in 2003 to the new 8-inch water main for the estimated cost of \$4,087.33.

All above services performed by PWP shall be charged to PUSD at total cost subject to additional billing or a partial refund.

A second phase of the project will be implemented by August 15, 2017 and is the responsibility of PWP. This phase of work includes:

5. Commencing at the 8-inch cast iron main in Orange Grove Boulevard installed under Work Order 4954 in 1955, traverse south and install approximately 427-feet of new 8-inch class 52 ductile iron water main in Rosemont Avenue. Reconnect to the 6-inch cast

iron water main installed under Work Order 5600-415 in 1972; in the public utility easement recorded 1/26/1977.

- Renew one 1-inch service (23675) at 372 Rosemont Avenue.
  - Install a new public fire hydrant spaced per the 2016 California Fire Code Table C 105.1.
6. Contingent on receipt of a utility easement; PWP will install approximately 185-feet of 6-inch ductile iron water main and connect to the 6-inch cast iron water main installed under Work Order 5600-415 in 1972; in the public utility easement recorded 1/26/1977.
- Install a new public fire hydrant spaced per the 2016 California Fire Code Table C 105.1.

The attached map shows the locations of the phases of work.

Payment in full is due before phase one of the work is scheduled. Please send the payment to the attention of Richard Thompson, Utility Services Planning Supervisor, at Pasadena Water and Power, 1055 East Colorado Boulevard, Suite 350, Pasadena, California 91106.

If you have any questions, please feel free to contact me at (626) 744-7011.

Sincerely,

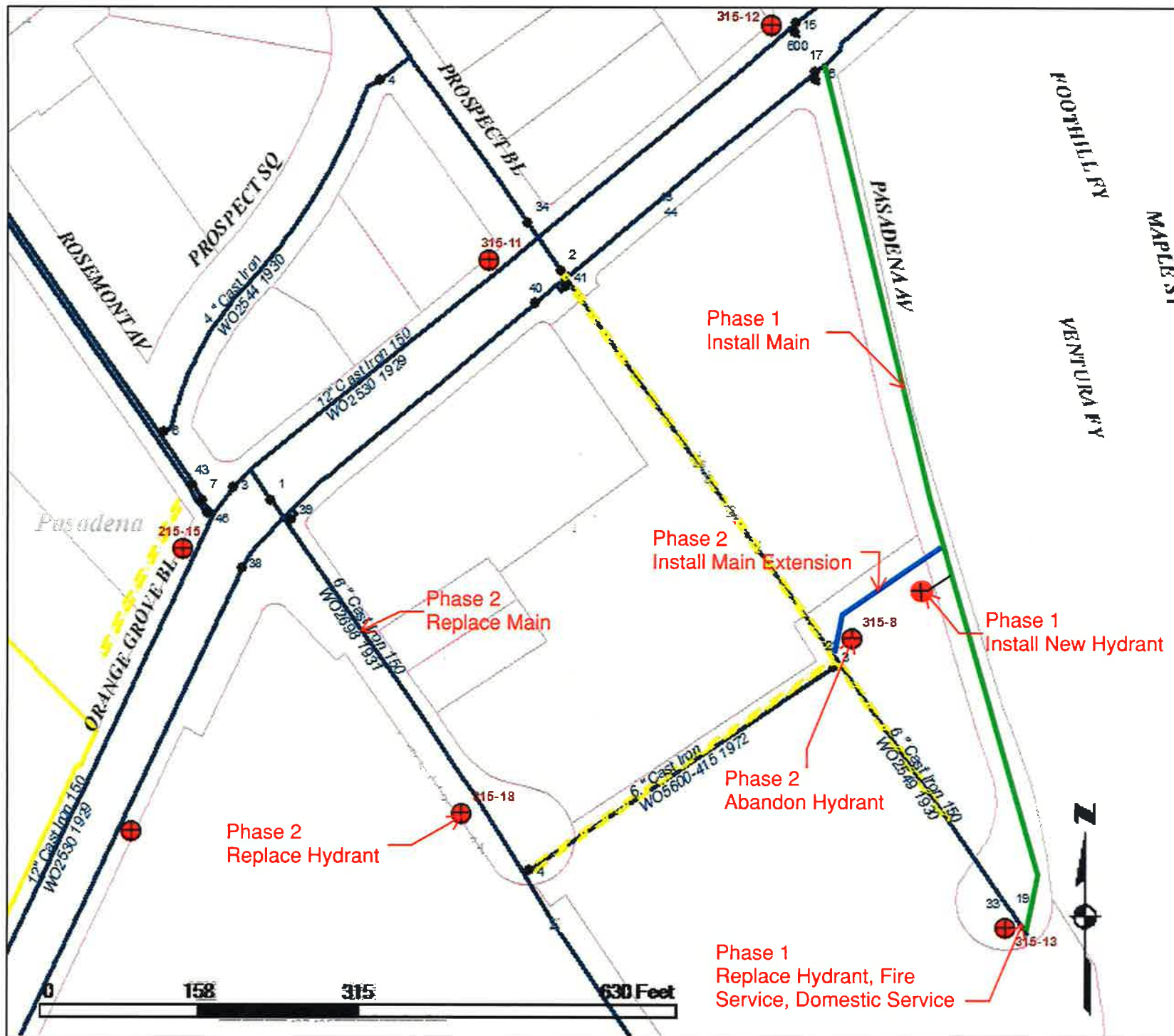


Natalie Z. Ouwersloot  
Principal Engineer  
Water and Power Department

NZO/hs

Enclosure





PASADENA  
Water & Power

PUSD  
Roosevelt School

#### Legend

- WEasement
- WHydrant

August 3, 2016

Map Disclaimer: This map represents a visual aid intended to assist Public Utility Department personnel with the management of Water & Power System facilities. Data provided herein is not a guarantee of actual field conditions nor a substitute for record drawings and field verification.

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

**Topic:** APPROVAL TO AMEND AND INCREASE CONTRACT WITH THE RMA GROUP FOR SOIL AND MATERIALS INSPECTION AND TESTING SERVICES FOR THE WASHINGTON ACCELERATED SCHOOL CAMPUS ENRICHMENT PROJECT.

**Recommendation:** The Board of the Education approves to amend and increase the contract with the RMA Group for Soils and Materials Inspection and Testing Services for the Washington Accelerated School Campus Enrichment Project in the amount not to exceed \$ 279,209.88

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

**I. BACKGROUND**

As required by the Division of the State Architect, and in compliance with the State Architect's office, special inspections and material testing firms are required to be available to the Inspector of Record during the construction of the project. On November 20, 2014 the Board of Education approved to award the contract in the amount of \$156,447.00 to RMA Group for Soil and Materials Testing and Inspection work for the Washington Accelerated School Campus Enrichment Project. Subsequent unforeseen soils mitigation, rain events, contractor delays and sequence of work issues have required additional testing and inspection services.

**II. STAFF ANALYSIS**

District staff recommends approval of contract increase with RMA Group for construction inspection and testing services for the Washington Accelerated School Campus Enrichment Project in the amount not to exceed \$279,209.88

The Facilities Committee vetted this Board Report on October 20, 2016.

**Attachment:** RMA Proposal

**III. FISCAL IMPACT**

Funds in the total project amount not to exceed of \$279,209.88 are available in the Measure TT Account for the Washington Accelerated Elementary School project.

**Pasadena Unified School District**  
**Board of Education Agenda:** October 27, 2016  
**Prepared by:** Nelson Cayabyab, Chief Facilities Officer

**Funding code:** 21.1-95045.0-00000-85000-6250-0750000

**AGREEMENT BETWEEN CONSULTANT AND CLIENT**

**CHANGE ORDER NO.: 1**

Consultant: RMA Group

Date: August 15, 2016  
Revised and Updated: October 5, 2016

Client: Pasadena Unified School District

RMA Job No.: 14-870-0

Client Project: Washington Unified School District Buildings C and D

An estimate proposal was prepared for the subject project prior to the project starting. A construction schedule prepared by G2K Construction dated October 27, 2014 was provided to us to aid in preparation of the proposal. Original completion date shown on the construction schedule, including punch list items was August 13, 2016. Due to the extended construction duration along with several additional out of scope items and retest and inspections, we have prepared this change order to our original proposal:

- The original construction schedule indicated 15 days for rough grading. Based upon our data, the duration of grading at the site for the two classroom pads was about 35 days. Also, additional grading inspections were required due to erosion caused by a rain storm and saturation of the open foundation excavations in Building C. The additional grading inspections included two site visits to the site by the project geologist to observe the condition of the excavations, a meeting at the site to discuss remediation and additional foundation excavation inspections and reinforcing steel inspections and compaction testing of the remedial grading to remove saturated soils and backfill around the building foundations after the foundations were poured and forms were removed. Due to the erosion caused by the rain water filling the foundation excavations, subsequent removal of the water and saturated soils at the bottom of the excavations and formwork around the foundations, remedial grading was required along the foundations. Additional grading inspections and foundation inspections for the remedial work was 27 days. Additional out of scope services included testing of import soils for chemical contaminants from two different locations. The contractor only used one of the import locations.
- The original construction schedule indicated that onsite utilities and sitework was to take approximately 60 days to install. This time usually includes excavation and installation of the utilities and the compaction of the backfill of the utilities and sitework subgrade soils and aggregate base. Compaction testing on these items is usually done on a part time basis; therefore we estimated that compaction testing of onsite utility trench backfill, subgrade soils, aggregate base would take about 200 hour of periodic compaction testing. Due to the extended construction schedule, we have exceeded our estimate. Based on our records, we have expended 21 additional days for compaction testing and have estimated an additional 30 trips to complete.
- Based upon the project plans and schedule, we estimated 30 concrete placements, with concrete sampling and batch plant inspections, 5 trips to tag and sample reinforcing steel, and 24 hours for post installed anchor testing. Actual amount of concrete placements to date have been 24 concrete placements for only Buildings C and D and 8 trips to sample and tag reinforcing steel. Our records do not indicate that the sitework concrete has been placed at the date listed above. Additional work included that was not part of our scope included 3 trips to the project to provide special inspection of epoxy dowels to compete a CCD.
- The original construction schedule indicated 60 days for field erection of structural steel and 50 days of shop fabrication and welding of structural steel. Based upon our data, the duration of the shop fabrication and welding was 121 days. The majority of the shop inspection occurred at a shop in Jalisco, Mexico. Due to location of this shop, it required additional costs for per diem for the shop inspector along with overtime and holiday pay, which was not included in our original estimate. Additionally, we estimated that nondestructive testing of welds

would amount to 8 days based on the original shop inspection duration of 50 days. Actual scheduled nondestructive testing of welds amounted to 28 days, including overtime and holiday time. Field structural steel welding and erection exceeded the original scheduled duration by 50 days.

- Based on the schedule and other information, we estimated that the glu-lam beam and trusses would require about 3 days of inspection. Actual total inspection and reinspection time included 5 additional inspection trips for repair of beams and additional beams.
- Also, based upon information provided by the project IOR and a project walk by our staff, we estimate the following testing and inspections are required to complete the project:

Pull tests of anchor bolts and seismic anchors for overhead interior utilities and suspended ceilings (estimated at 100 hours), sitework compaction and paving and construction sitework retaining walls and access ramps (estimated at 30 days compaction and 5 days concrete). As part of our remaining work, we will also provide final DSA291 and DSA293 forms at the completion of the project.

The attached estimate worksheets show the requested amounts of additional costs above our original estimate. Additionally, we have included, at your request, a worksheet detailing just the out of scope, overtime and reinspection hours, these costs are included in Table 1 and Table 2, which shows work that exceeded the original construction schedule, including estimated cost to completion.

We will perform these services on an hourly or test rate basis in accordance to the fee schedule contained in our Professional Services Agreement and the attached estimate worksheet. The total requested additional estimated amount is \$279,209.88.

This will increase the amount from \$156,447.00 to \$435,656.88. In witness thereof, the parties have caused this agreement to be duly executed the day and year first above written.

**CLIENT**

By: \_\_\_\_\_

Title: \_\_\_\_\_

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

**RMA Group**



Slawek Dymerski, PE

Title: Vice President

Date: October 5, 2016

**Table 1: Estimate Worksheet**

| Item   | Quantity | Unit  | Rate       | Estimated Cost     |
|--|----------|-------|------------|--------------------|
| <b>Grading Observation and Testing</b>           |          |       |            |                    |
| Soil Technician - Grading                        | 240      | Hours | \$80.00    | \$19,200.00        |
| Soil Technician - Grading Remedial               | 320      | Hours | \$80.00    | \$25,600.00        |
| Project Geologist - Remedial Grading Site Visits | 16       | Hours | \$135.00   | \$2,160.00         |
| Supervising Soil Technician                      | 24       | Hours | \$100.00   | \$2,400.00         |
| Maximum Density - Optimum Moisture               | 4        | Ea    | \$175.00   | \$700.00           |
| Chemical Testing of Import Soils                 | 1        | Ea    | \$2,951.88 | \$2,951.88         |
| Project Geologist - Remedial Grading Reporting   | 12       | Hours | \$135.00   | \$1,620.00         |
| Project Engineer                                 | 20       | Hours | \$145.00   | \$2,900.00         |
| Administrative                                   | 16       | Hours | \$40.00    | \$640.00           |
|  |          |       |            | <b>\$57,531.88</b> |

| Item                                 | Quantity | Unit  | Rate     | Estimated Cost     |
|--------------------------------------|----------|-------|----------|--------------------|
| <b>Compaction Testing</b>            |          |       |          |                    |
| Soil Technician - Compaction Testing | 480      | Hours | \$80.00  | \$38,400.00        |
| Maximum Density - Optimum Moisture   | 6        | Ea    | \$175.00 | \$1,050.00         |
| Supervising Soil Technician          | 16       | Hours | \$100.00 | \$1,600.00         |
| Project Engineer                     | 16       | Hours | \$145.00 | \$2,320.00         |
| Administrative                       | 24       | Hours | \$40.00  | \$960.00           |
|                                      |          |       |          | <b>\$44,330.00</b> |

| Item  | Quantity | Unit  | Rate     | Estimated Cost     |
|---|----------|-------|----------|--------------------|
| <b>Reinforced Concrete Inspection And Materials Testing</b> |          |       |          |                    |
| Concrete Technician (ACI)                                   | 80       | Hours | \$82.00  | \$6,560.00         |
| Special Inspector-Concrete Batch Plant                      | 40       | Hours | \$82.00  | \$3,280.00         |
| Special Inspector-Post Installed Anchors                    | 28       | Hours | \$83.00  | \$2,324.00         |
| ID Reinforcing or Structural Steel                          | 20       | Hours | \$85.00  | \$1,700.00         |
| Field Supervisor-Inspector                                  | 24       | Hours | \$100.00 | \$2,400.00         |
| Pick-up and Delivery of Test Specimens                      | 40       | Hours | \$55.00  | \$2,200.00         |
| Concrete Cylinders Cured and/or Comp Tested                 | 120      | Each  | \$27.00  | \$3,240.00         |
| Tension & Bend Rebar (No. 11 or smaller)                    | 8        | Each  | \$95.00  | \$760.00           |
| Anchor Pull Tests   | 160      | Hours | \$78.00  | \$12,480.00        |
| Project Engineer  | 30       | Hours | \$145.00 | \$4,350.00         |
| Administrative  | 24       | Hours | \$40.00  | \$960.00           |
|   |          |       |          | <b>\$40,254.00</b> |

| Item  | Quantity | Unit  | Rate     | Estimated Cost      |
|---|----------|-------|----------|---------------------|
| <b>Special Inspector - Structural Steel</b>               |          |       |          |                     |
| Special Inspector-Structural Steel (AWS CWT) Field        | 720      | Hours | \$80.00  | \$57,600.00         |
| Special Inspector-Structural Steel (AWS CWT) Shop         | 280      | Hours | \$80.00  | \$22,400.00         |
| Special Inspector-Structural Steel (AWS CWT) Shop OT      | 36       | Hours | \$120.00 | \$4,320.00          |
| Special Inspector-Structural Steel (AWS CWT) 2OT          | 29       | Hours | \$160.00 | \$4,640.00          |
| Special Inspector-Structural Steel (AWS CWT) Shop Perdiem | 117      | Hours | \$85.00  | \$9,945.00          |
| Ultrasonic Testing-Level II Technician                    | 220      | Hours | \$98.00  | \$21,560.00         |
| Ultrasonic Testing-Level II Technician OT                 | 7        | Hours | \$147.00 | \$1,029.00          |
| Supervising Technician                                    | 40       | Hours | \$100.00 | \$4,000.00          |
| Project Engineer  | 30       | Hours | \$145.00 | \$4,350.00          |
| Administrative  | 60       | Hours | \$40.00  | \$2,400.00          |
|   |          |       |          | <b>\$132,244.00</b> |

| Item                        | Quantity | Unit  | Rate     | Estimated Cost    |
|-----------------------------|----------|-------|----------|-------------------|
| <b>Glu-Lam Inspection</b>   |          |       |          |                   |
| Project Engineer            | 2        | Hours | \$145.00 | \$290.00          |
| Supervising Technician      | 4        | Hours | \$100.00 | \$400.00          |
| Special Inspector - Glu-Lam | 40       | Hours | \$100.00 | \$4,000.00        |
| Administrative              | 4        | Hours | \$40.00  | \$160.00          |
|                             |          |       |          | <b>\$4,850.00</b> |

|  |              |                     |
|--|--------------|---------------------|
| <b>Materials Testing &amp; Special Inspection Services</b> | <b>TOTAL</b> | <b>\$279,209.88</b> |
|--|--------------|---------------------|

**Table 2: Overtime, RFI, Retest, and Out of Scope Estimate Worksheet**

| Item  | Quantity | Unit  | Rate       | Estimated Cost     |
|---|----------|-------|------------|--------------------|
| <b>Grading Observation and Compaction Testing</b> |          |       |            |                    |
| Soil Technician - Remedial and Retests            | 312      | Hours | \$80.00    | \$24,960.00        |
| Project Geologist - Remedial Grading Site Visits  | 16       | Hours | \$135.00   | \$2,160.00         |
| Supervising Soil Technician                       | 24       | Hours | \$100.00   | \$2,400.00         |
| Administrative                                    | 20       | Ea    | \$45.00    | \$900.00           |
| Chemical Testing of Import Soils                  | 1        | Ea    | \$2,951.88 | \$2,951.88         |
| Project Geologist - Remedial Grading Reporting    | 20       | Hours | \$135.00   | \$2,700.00         |
|   |          |       |            | <b>\$36,071.88</b> |

| Item  | Quantity | Unit  | Rate     | Estimated Cost    |
|---|----------|-------|----------|-------------------|
| <b>Reinforced Concrete Inspection And Materials Testing</b> |          |       |          |                   |
| Concrete Technician (ACI) Canceled Pour                     | 4        | Hours | \$82.00  | \$328.00          |
| ID Reinforcing or Structural Steel Delivered without ID     | 4        | Hours | \$85.00  | \$340.00          |
| Field Supervisor-Inspector                                  | 4        | Hours | \$115.00 | \$460.00          |
| Special Inspector - Post Installed Anchor RFI/CCD Work      | 28       | Hours | \$80.00  | \$2,240.00        |
| Project Engineer  | 4        | Hours | \$145.00 | \$580.00          |
| Administrative  | 8        | Hours | \$40.00  | \$320.00          |
|   |          |       |          | <b>\$4,268.00</b> |

| Item  | Quantity | Unit  | Rate     | Estimated Cost     |
|---|----------|-------|----------|--------------------|
| <b>Special Inspector - Structural Steel</b>               |          |       |          |                    |
| Special Inspector-Structural Steel (AWS CWI) Field        | 120      | Hours | \$85.00  | \$10,200.00        |
| Special Inspector-Structural Steel (AWS CWI) Shop         | 130      | Hours | \$85.00  | \$11,050.00        |
| Special Inspector-Structural Steel (AWS CWI) Shop OT      | 36       | Hours | \$120.00 | \$4,320.00         |
| Special Inspector-Structural Steel (AWS CWI) 2OT          | 29       | Hours | \$160.00 | \$4,640.00         |
| Special Inspector-Structural Steel (AWS CWI) Shop Perdiem | 117      | Days  | \$85.00  | \$9,945.00         |
| Ultrasonic Testing-Level II Technician                    | 48       | Hours | \$98.00  | \$4,704.00         |
| Ultrasonic Testing-Level II Technician OT                 | 7        | Hours | \$147.00 | \$1,029.00         |
| Supervising Technician                                    | 40       | Hours | \$100.00 | \$4,000.00         |
| Project Engineer  | 20       | Hours | \$145.00 | \$2,900.00         |
| Administrative  | 44       | Hours | \$40.00  | \$1,760.00         |
|   |          |       |          | <b>\$54,548.00</b> |

| Item  | Quantity | Unit  | Rate       | Estimated Cost     |
|---|----------|-------|------------|--------------------|
| <b>Glu-Lam Inspection</b>                                 |          |       |            |                    |
| Project Engineer  | 4        | Hours | \$3,277.50 | \$13,110.00        |
| Supervising Technician                                    | 8        | Hours | \$100.00   | \$800.00           |
| Special Inspector - Glu-Lam Additional Inspection, Retest | 40       | Hours | \$100.00   | \$4,000.00         |
| Administrative  | 4        | Hours | \$40.00    | \$160.00           |
|   |          |       |            | <b>\$18,070.00</b> |

|  |              |                     |
|--|--------------|---------------------|
| <b>Materials Testing &amp; Special Inspection Services</b> | <b>TOTAL</b> | <b>\$112,957.88</b> |
|--|--------------|---------------------|



**Table 3: Testing and Inspection Exceeding Original Schedule**

| Item   | Quantity | Unit  | Rate         | Estimated Cost      |
|--|----------|-------|--------------|---------------------|
| <b>Grading Observation and Compaction Testing</b>          |          |       |              |                     |
| Soil Technician  | 605      | Hours | \$80.00      | \$48,400.00         |
| <b>Special Inspector - Structural Steel</b>                |          |       |              |                     |
| Special Inspector-Structural Steel (AWS CWT) Field         | 560      | Hours | \$85.00      | \$47,600.00         |
| Special Inspector-Structural Steel (AWS CWT) Shop          | 150      | Hours | \$85.00      | \$12,750.00         |
| Ultrasonic Testing-Level II Technician                     | 152      | Hours | \$98.00      | \$14,896.00         |
|  |          |       |              | <b>\$75,246.00</b>  |
| <b>Materials Testing &amp; Special Inspection Services</b> |          |       | <b>TOTAL</b> | <b>\$123,646.00</b> |

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

**Topic:** APPROVAL OF THE PJHM ARCHITECTS PROPOSAL JOHN MUIR HIGH SCHOOL BUILDING 'D' ACCESSIBILITY AND SECURITY ALTERATIONS

**RECOMMENDATION:** The Board of Education approves the proposal for Architectural and Engineering services for the John Muir High School Building 'D' Accessibility and Security Alterations project for not to exceed \$47,275.30.

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

**I. BACKGROUND**

PUSD has leased a portion of Building 'D' at John Muir HS to the Pasadena City College. Accessibility and Security improvements and alterations are needed at Building 'D' to make the facility fully ADA compliant and to provide security buffers between the PCC leased area and the high school campus. NOTE: Partial funding for the construction cost of the improvements is to be provided for by a Community Development Block Grant (CDBG) in the amount of \$100,000.00.

**II. STAFF ANALYSIS**

District staff recommends approving the proposal prepared by PJHM for the John Muir High School Building 'D' Accessibility and Security Alterations project.

This Board Report was vetted by the Facilities Committee on October 20, 2016

**Attachment:** PJHM Proposal for Architectural and Engineering services for John Muir High School Building 'D' Accessibility and Security Alterations project.

**III. FISCAL IMPACT**

Funds are available not to exceed \$47,275.30 from the MTT John Muir High School Funds.

**Pasadena Unified School District**  
**Board of Education Agenda:** October 27, 2016  
**Prepared by:** Nelson Cayabyab, Chief Facilities Officer

**Funding Code:** 21.1 - 95051.0 - 00000 - 85000 - 6210 - 0820000

Originator: Nelson Cayabyab, Chief Facilities Officer

# proposal

**DATE:** September 13, 2016

**TO:** Pasadena Unified School District - Service Center  
740 Woodbury Road  
Pasadena, CA 91103

**ATTN:** Nelson Cayabyab  
Chief Facilities Officer

**RE:** John Muir High School  
Building D Accessibility and Security Alterations  
Pasadena Unified School District

Dear Nelson,

PJHM Architects, Inc. is pleased to present this Professional Services Proposal for the John Muir High School Building D Accessibility and Security Alterations.

Pasadena Unified School District is moving forward with the implementation of accessibility alterations to bring Building D under full compliance under current code. Intent to lease Building D deems it necessary to provide security buffers between the high school campus and Bldg. D. Below is an itemized breakdown of scope, based on initial site walks with district staff.

## Accessibility Alterations

- Provide full accessibility analysis of existing as-built conditions in and around direct perimeter of Building D. Possible accessible upgrades include signage, restroom, door hardware, existing path-of-travel
- Provide ramp access at northwest corner of Building D, along current accessible path of travel
- Provide ramp/stair access at northeast corner of Building D, to serve as main accessible and secure entrance directly from parking lot east of building.
- Provide accessible parking stalls directly adjacent to Building D, with direct path-of-travel to new ramp/stair at northeast corner of building
- Analyze current staff entrance at south of building and provide studies for possible secondary staff entrance
- Provide secure threshold at interior egress stairs

## Security Alterations

- Provide fence and locking gate(s) at north of building to separate high school campus from Building D
- Reconfigure existing fire lane gate at northeast corner of Building D to accommodate new main entry

Please see attached site plan illustrating current understanding of the scope of work.

Based on the scope of work listed above, PJHM Architects, Inc. proposes professional service fees based on the construction cost of \$393,960.86, calculated by the modernization sliding scale (shown below) and based on the following schedule of services for a proposed fee of \$47,275.30 (see attached). The construction cost (defined below) and professional services fee will be adjusted after each milestone.

pjhm·architects

OC///24461 Ridge Route Drive #100 • Laguna Hills CA 92653 P///949-496-6191  
SD///804 Pier View Way #103 • Oceanside CA 92054 P///760-730-5527

# proposal

The base professional service fee proposed includes the professional services of a Civil Engineer, Structural Engineer, Mechanical/Plumbing Engineer and Electrical Engineer for the listed schedule of services and project scope.

This estimate does *not* include the following services: Topographical Investigations / Reports; Geotechnical Investigations / Reports; Underground Utility Survey; SWPPP Plans; WQMP Plans; or CEQA Plans.

## Modernization Sliding Scale Architectural Fee Calculation

- 12% of the first \$500,000 of Construction Cost.
- 11 1/2% of the next \$500,000 of Construction Cost.
- 11% of the next \$1,000,000 of Construction Cost.
- 10% of the next \$4,000,000 of Construction Cost.
- 9% of the next \$4,000,000 of Construction Cost.

## Schedule of Services

|                              |            |
|------------------------------|------------|
| Schematic Design Phase       | 15%        |
| Design Development Phase     | 15%        |
| Construction Documents Phase | 40%        |
| DSA Approval                 | 5%         |
| Bidding or Negotiation Phase | 5%         |
| <u>Construction Phase</u>    | <u>20%</u> |
| Total Basic Compensation     | 100%       |

## The cost of the construction is to be defined as the following:

1. The total award from the initial construction contract(s).
2. All costs associated with purchase orders initiated by the Owner, which are specified or designed in the construction documents.
3. Amendments to the contract amount that increase the total construction cost, amount based on the additive item total for each Amendment Item.
4. Change Orders to the contract amount that increase the total construction cost, amount based on the additive item total for each Change Order Item.
5. If additive bid alternates are not selected for construction the Architect will be paid based on the accepted contractors price for the alternate and will be invoiced through bidding services.
6. All general condition costs.
7. The Construction Manager's compensation for services.

Portions of the Project that are deleted or otherwise not constructed, shall be compensated to the extent services are performed in accordance with the schedule of services listed below based on either (1) the lowest bona fide bid or negotiated proposal, or if no such bid or proposal is received, (2) the most recent estimate of construction for such portions of the Project.

Reimbursable expenses, such as printing, shipping, agency fees, specialty consultants, etc., will be invoiced at cost plus **15%**. We would propose the allowance for reimbursable expenses be set at \$5,000.00, which is in additional to the base professional services fee.

# proposal

Please let us know if you have any questions or comments.

Thank you,



**FROM:** Leo J. Johnson • Architect AIA  
PRESIDENT + PRINCIPAL  
pjhm architects

## ACKNOWLEDGMENT AND ACCEPTANCE

The undersigned, an authorized agent of and on behalf of, the District, with authority to bind the District, do acknowledge and agree to the above proposal for Architectural Service with PJHM Architects, Inc.

District Authorized Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

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SD///804 Pier View Way #103 • Oceanside CA 92054 P///760-730-5527

# pjhm·architects

## Cost Estimate Worksheet

**Date:** August 12, 2016  
**Client Name:** Pasadena Unified School District  
**Project Name:** John Muir High School Building D Modifications  
**Scope of Estimate:** Opinion of Probable Cost

| ITEM | QUANTITY                                 | UNIT COST \$/SF  | COST                |
|------|--|------------------|---------------------|
| 1.00 | <u>SITE CONSTRUCTION COSTS</u>           |                  |                     |
| 1.01 | SITE IMPROVEMENTS                        |                  |                     |
| 1.02 | Site Preparation/Mobilization/Demolition | 1 \$10,000.00 LS | \$10,000.00         |
| 1.03 | Site Utilities Allowance                 | 1 \$80,000.00 LS | \$80,000.00         |
| 1.04 | Grading                                  | 1,720 \$2.00 SF  | \$3,440.00          |
| 1.05 | Asphalt Paving Top Coat/Striping         | 6,000 \$2.00 SF  | \$12,000.00         |
| 1.06 | Concrete Curb                            | 15 \$18.00 LF    | \$270.00            |
| 1.07 | Hardscape/Concrete Paving                | 2,000 \$9.00 EA  | \$18,000.00         |
| 1.08 | Concrete Site Wall w/Footings            | 140 \$250.00 LF  | \$35,000.00         |
| 1.09 | Fencing/Gates Decorative                 | 125 \$100.00 LF  | \$12,500.00         |
| 1.10 | Fencing/Gates Chain Link                 | 155 \$30.00 LF   | \$4,650.00          |
| 1.11 | Handrails                                | 200 \$65.00 LF   | \$13,000.00         |
| 1.12 | Landscape/Irrigation                     | 300 \$5.00 SF    | \$1,500.00          |
| 1.13 | Truncated Domes                          | 80 \$45.00 SF    | \$3,600.00          |
| 1.14 | Signage/ADA Pole + Wheel Stops           | 4 \$500.00 EA    | \$2,000.00          |
| 1.15 | Signage/Wayfinding                       | 1 \$5,000.00 LS  | \$5,000.00          |
| 1.16 | SITE ELECTRICAL                          |                  |                     |
| 1.17 | General Lighting                         | 1 \$20,000.00 LS | \$20,000.00         |
| 2.00 | <u>BUILDING CONSTRUCTION COSTS</u>       |                  |                     |
| 2.01 | BUILDING CONSTRUCTION                    |                  |                     |
| 2.02 | Storefront @ Corridor                    | 414 \$80.00 SF   | \$33,120.00         |
| 2.03 | Ceiling - Hardlid - Corridor             | 200 \$7.00 SF    | \$1,400.00          |
| 2.04 | Door - Hollow Mtl - Double               | 3 \$2,600.00 EA  | \$7,800.00          |
| 2.05 | Door Hardware - Closer                   | 24 \$300.00 EA   | \$7,200.00          |
| 2.06 | Door Hardware - Panic                    | 12 \$750.00 EA   | \$9,000.00          |
| 2.07 | Signage                                  | 49,913 \$0.60 SF | \$29,947.80         |
| 2.08 | Tackboard - Corridor                     | 48 \$17.00 SF    | \$816.00            |
| 2.09 | Patch + Paint - Corridor                 | 1,500 \$1.10 SF  | \$1,650.00          |
| 3.00 | TOTAL DIRECT CONSTRUCTION COSTS          |                  | <b>\$311,893.80</b> |



# pjhm·architects

|      |  |      |                     |
|------|--|------|---------------------|
| 4.00 | <u>GENERAL CONTRACTOR COST</u>           |      |                     |
| 4.01 | General Contractor Mark-up/Overhead      | 15%  | \$46,784.07         |
| 4.02 | Contractor Bonds & Insurance             | 2.5% | \$7,797.35          |
| 4.03 | <b>TOTAL GENERAL CONTRACTOR COST</b>     |      | <b>\$54,581.42</b>  |
| 5.00 | <b>ESTIMATED CONSTRUCTION COST</b>       |      | <b>\$366,475.22</b> |
| 6.00 | <u>CONTINGENCY</u>                       |      |                     |
| 6.01 | Contingency                              | 7.5% | \$27,485.64         |
| 6.02 | <b>TOTAL ESTIMATED CONSTRUCTION COST</b> |      | <b>\$393,960.86</b> |
| 7.00 | <u>SOFT COST</u>                         |      |                     |
| 7.01 | Soft Costs                               | 20%  | \$78,792.17         |
| 7.02 | <b>TOTAL SOFT COST</b>                   |      | <b>\$78,792.17</b>  |
| 8.00 | <b>TOTAL PROJECT COST</b>                |      | <b>\$472,753.03</b> |

\* Note: Escalation is not included (Project 3-4% annually)

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

**Topic:** APPROVAL OF SHADE STRUCTURES, INC. PROPOSAL FOR WILLARD ES SHADE STRUCTURE UTILIZING THE SAN JOAQUIN COUNTY OFFICE OF EDUCATION PIGGYBACK BID

**RECOMMENDATION:** The Board of Education approves SHADE STRUCTURES, INC. proposal for manufacturing and installation of one 30'x30' shade structure.

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

**I. BACKGROUND**

Outdoor lunch area between the library and cafeteria becomes unusable during the sunny days. PTA at Willard has been raising funds for a new shade shelter and has requested the Facilities Department help with the construction of the shade. ONYX is under contract with PUSD and they have been approached by Facility staff for preparation of drawings, getting DSA approval, construction admin., and close/certification of project.

**II. STAFF ANALYSIS**

District staff recommends approving SHADE STRUCTURES, INC. proposal for one 30' x 30' shade structure for the amount of \$27,961.41 with pile foundation. If during pile excavation underground rocks prohibit further drilling, spread footing will be used. The additional cost for each footing will be \$1,900, in the total additional amount of \$7600 for four spread footing. This will bring the total cost to \$35,561.41. SHADE STRUCTURES, INC. will manufacture, install the shade and clean up the site ready for use.

This Board Report was vetted by the Facilities Committee on May 5, 2016 and again on October 20, 2016.

**Attachment:** SHADE STRUCTURES, INC. proposal for Willard School

**III. FISCAL IMPACT**

MTT Total cost: Pile footing, \$27,961.41 Spread footing, \$35,561.41 are available in the Measure TT Willard School account.

**Pasadena Unified School District**  
**Board of Education** Agenda: October 27, 2016  
**Prepared by:** Nelson Cayabyab, Chief Facilities Officer

**Funding code:** 21.1-95115.0-00000-85000-6275-0580000



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Attachment-BR 1107-F

October 27, 2016



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## **COVER SHEET**

### ***PROPOSAL FOR SHADE STRUCTURES***

#### **CORPORATE OFFICE**

##### **Dallas**

8505-A Chancellor Row  
Dallas, TX 75247  
800-966-5005 Phone  
214-905-9514 Fax

#### **REGIONAL OFFICES**

##### **Arizona**

2628-B W. Birchwood Cir.  
Mesa, AZ 85202  
480-446-0066 Phone  
480-446-8679 Fax

##### **West Coast Headquarters**

1085 N. Main St.  
Suite C  
Orange, CA 92867  
714-427-6981 Phone  
714-427-6982 Fax

##### **Napa**

927 Enterprise Way  
Suite A  
Napa, CA 94558  
707-257-7296 Phone  
707-257-7297 Fax

##### **Las Vegas**

6225 S. Valley View Blvd.  
Suite I  
Las Vegas, NV 89118  
702-227-5273 Phone  
702-227-5132 Fax

**CA State Contractor License # 989458**

Date: 7/1/2016

To: Pasadena Unified School District

Attention: Nelson Cayabyab

Phone: (626) 396-5850

Pages including this cover page: 5

Project Name: Willard Elementary School Shade Structure

Quote Number: BC0086

Nelson,

Please find our proposal for the shade structure at Willard Elementary School, attached below. This proposal is in accordance with the San Joaquin County Office of Education Piggyback Bid. All line items are in reference to that contract and all terms and conditions apply.

Service, quality and attention to detail are the hallmarks of Shade Structures, Inc. Should you have any further questions or immediate needs please do not hesitate to contact me.

Sincerely,

*Ben Cover*

Ben Cover  
Regional Manager  
Phone: (949) 466-4413

# PROPOSAL

Corporate Mailing  
Address:  
8505 Chancellor Row  
Dallas, TX 75247  
(800) 966-5005



**USASHADE**  
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Remittance address:  
Shade Structures, Inc  
P.O. Box 204691  
Dallas, TX 75320-4691

**This is a legal agreement – Please read carefully. Complete and initial all pages**

|  |  |  |
|--|--|--|
| <b>Purchaser:</b> Pasadena Unified School District<br><b>Contact:</b> Nelson Cayabyab<br><b>Phone:</b> (626) 396-5850  | <b>Date:</b> 7/1/2016<br><b>Quote No.:</b> BC0086  | <b>Sales Rep:</b> Ben Cover<br><b>Phone:</b> 949-466-4413<br><b>Email:</b> bcover@usa-shade.com  |
| <b>Billing Information:</b><br>Pasadena Unified School District<br>740 W. Woodbury Rd<br>Pasadena Ca, 91103<br><br>Contact: Nelson Cayabyab<br>Phone: (626) 396-5850<br>Fax:<br>Email: cayabyab.nelson@pusd.us | <b>Shipping Information:</b><br>USA Shade and Fabric Structures<br>1085 N. Main Street, Suite C<br>Orange, CA 92867<br><br>Contact: Ben Cover<br>Phone: (949) 466-4413<br>Fax: (714) 538-2440<br>Email: bcover@usa-shade.com | <b>Jobsite Information (including site name):</b><br>Willard Elementary School<br>301 Madre St,<br>Pasadena, CA 91107<br><br>Contact: Nelson Cayabyab<br>Phone: (626) 396-5850<br>Fax:<br>Email: cayabyab.nelson@pusd.us |

## STRUCTURE DETAILS

| QTY | DESCRIPTION  | DETAILS  |   |
|-----|--|--|---|
|     | <b>Hip Shade Structure</b><br><b>Model#4013030-13</b><br><b>PC#04113245</b><br> | Structure Size <b>30 ft. x 30 ft.</b><br>Number of Posts <b>4</b><br>Number of Fabric Tops <b>1</b><br>Fabric Type <b>Colourshade FR™</b><br>Fabric Color <b>TBD</b><br>Steel Color <b>TBD</b><br>Post Attachment Method <b>Embed</b><br>Entry Height <b>12 ft.</b><br>Wind load <b>85 MPH</b><br>Snow load <b>5 Lbs/SFt</b><br>Notes: | <i>Line Item 61:</i><br><i>\$27,961.41</i><br><i>Unit Price</i> |

## PRICING DETAILS

| Miscellaneous |  |                            |          |   |  |             |         |
|---------------|--|----------------------------|----------|---|--|-------------|---------|
| LINE ITEM     |  | DESCTIPTION                |          | DETAILS   |  | COST        |         |
| 61            |  | 30 ft. x 30 ft. DSA        |          | Single Hip Roof                                   |  | \$27,961.41 |         |
|               |  | Labor Deduct               |          | 9.5%  |  | -\$2,656.33 |         |
|               |  |                            |          | Total for Unit/Access/Misc Items:                 |  | \$25,305.08 |         |
|               |  |                            |          | PAYMENT TERMS:                                    |  |             |         |
|               |  | Units                      | Included | (1) Upon execution of the Agreement (Deposit)     |  |             | P.O.    |
|               |  | Engineering                | Included | (2) Upon issuance of permit, prior to manufacture |  |             |         |
|               |  | Shipping                   | Included | (3) Upon completion of assembly / installation    |  |             | In full |
|               |  | Accessories/ Miscellaneous | Included |   |  |             |         |
|               |  | Sales Tax                  | 9%       | Included  |  |             |         |

# PROPOSAL

Corporate Mailing  
Address:  
8505 Chancellor Row  
Dallas, TX 75247  
(800) 966-5005



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Shade Structures, Inc  
P.O. Box 204691  
Dallas, TX 75320-4691

|                    |                    |        |
|--------------------|--------------------|--------|
| Installation       | N/A                | NOTES: |
|                    |                    |        |
| <b>TOTAL PRICE</b> | <b>\$25,305.08</b> |        |

## GENERAL SCOPE OF WORK

| DSA/PERMIT REQUIREMENTS  |    |  | ASSEMBLY REQUIREMENTS |    |  |
|--------------------------|----|--|-----------------------|----|--|
| YES                      | NO |  | YES                   | NO |  |
| X                        |    | Purchaser is responsible for DSA/ permit submittal |                       | X  | Underground obstacles – by others      |
|                          | X  | USA Shade is responsible for DSA/ permit submittal |                       | X  | Dirt Removal & Disposal                |
| ENGINEERING REQUIREMENTS |    |  |                       | X  | Soil Tests                             |
|                          |    | Building Code                                      |                       | X  | Concrete Cutting                       |
|                          |    | Type of drawings                                   |                       | X  | Concrete Truck Access                  |
|                          |    | # of sealed drawings                               |                       | X  | Fencing                                |
|                          |    | Calculations Required                              |                       | X  | Special Inspection                     |
|                          |    |  | X                     |    | Permits (by owner)                     |
| PRICING INCLUDES         |    |  |                       | X  | Prevailing Wages & Certified Payroll   |
|                          |    |  |                       | X  | Union Wages                            |
|                          | X  | Assembly / Installation                            |                       | X  | Removal of existing structure or poles |
| X                        |    | Shipping and Handling                              |                       | X  | Curb Repair                            |
| X                        |    | Engineered Drawings                                |                       | X  | Landscaping Repair                     |
| X                        |    | Sales Tax  |                       | X  | Electrical hook-up or trenching        |
|                          | X  | DSA/ Permit Submittal                              |                       | X  | Site Plan Approval                     |
|                          | X  | DSA/ Permit fees                                   |                       | X  | Site Layout/ Verification              |
|                          | X  | Artificial Turf Repair / Replacement               |                       | X  | Bobcat Access                          |
|                          | X  | Zinc / Coastal Primer                              |                       | X  | Liquidated Damages                     |
|                          | X  | Payment and Performance Bonds                      |                       | X  | Anchor Bolts Included                  |
|                          | X  | Dig and Pour Footings (inc. Rebar & Concrete)      |                       | X  | Other special conditions:              |

## PROPOSAL

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Address:  
8505 Chancellor Row  
Dallas, TX 75247  
(800) 966-5005



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& Fabric Structures®



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Shade Structures, Inc  
P.O. Box 204691  
Dallas, TX 75320-4691

Executed to be effective as of the date executed by the Company:

**NOTE: FOR ANY PURCHASE EQUAL TO OR EXCEEDING \$100,000, NO WORK, OTHER THAN PRE-WORK, SHALL BE UNDERTAKEN WITHOUT A MUTUALLY ACCEPTABLE AND SIGNED CONSTRUCTION CONTRACT.**

**PURCHASER:**  
Pasadena Unified School District

Signature: \_\_\_\_\_  
By: (Print) \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**COMPANY:**  
Shade Structures, Inc.

Signature: \_\_\_\_\_  
By: (Print) Ben Cover  
Title: Regional Manager  
Date: 7/1/2016

### **NOTES:**

**1. Please remit PAYMENTS only to :  
Shade Structures, Inc.  
P.O. Box 204691  
Dallas, TX 75320-4691**

**2. Corporate Mailing Address is :  
Shade Structures, Inc.  
dba USA Shade & Fabric Structures  
8505-A Chancellor Row  
Dallas, TX 75247**

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

**Topic:** APPROVAL OF SHADE STRUCTURES, INC. PROPOSAL FOR MADISON FAMILY CENTER SHADE STRUCTURE, UTILIZING THE SAN JOAQUIN COUNTY OFFICE OF EDUCATION PIGGYBACK BID

**RECOMMENDATION:** The Board of Education approves SHADE STRUCTURES, INC. proposal for manufacturing and installation of one cantilever 20'x30' shade structure.

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

**I. BACKGROUND**

Outdoor play area at Madison family center gets very hot during sunny days. The School has requested installation of a shade structure in this area. SHADE STRUCTURES, INC. has variety of DSA pre-approved shade structures which allows the architect to request an over the counter (OTC) plan check for project approval. This new piggyback bid was just recently approved by the San Joaquin County Office of Education – the previous Santa Ana Bid that was approved by the board on these projects expired in June 2016.

**II. STAFF ANALYSIS**

District staff recommends approving SHADE STRUCTURES, INC. proposal for one 20' x 30' cantilever shade structure for the amount of \$44,644.32 with pile foundation. If during pile excavation underground rocks prohibit further drilling, spread footing will be used. The additional cost for each footing will be \$2,500, in the total amount of \$5,000 for two spread footing. This will bring the total cost to \$49,644.32. SHADE STRUCTURES, INC. will manufacture, install the shade and clean up the site ready for use.

This Board Report was vetted by the Facilities Committee on May 5, 2016 and again on October 20, 2016.

**Attachment:** SHADE STRUCTURES, INC. proposal for Madison Family Center shade

**III. FISCAL IMPACT**

MTT, Total cost: Pile footing, \$44,644.32 or Spread footing, \$49,644.32 is available from the Madison school site MTT account.

**Pasadena Unified School District**  
**Board of Education Agenda:** October 27, 2016  
**Prepared by:** Nelson Cayabyab, Chief Facilities Officer

**Funding Code:** 21.1-95010.0-00000-85000-6275-0400000





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Attachment-1106-F  
October 27, 2016

  
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## **COVER SHEET**

### ***PROPOSAL FOR SHADE STRUCTURES***

#### **CORPORATE OFFICE**

##### **Dallas**

8505-A Chancellor Row  
Dallas, TX 75247  
800-966-5005 Phone  
214-905-9514 Fax

#### **REGIONAL OFFICES**

##### **Arizona**

2628-B W. Birchwood Cir.  
Mesa, AZ 85202  
480-446-0066 Phone  
480-446-8679 Fax

##### **West Coast Headquarters**

1085 N. Main St.  
Suite C  
Orange, CA 92867  
714-427-6981 Phone  
714-427-6982 Fax

##### **Napa**

927 Enterprise Way  
Suite A  
Napa, CA 94558  
707-257-7296 Phone  
707-257-7297 Fax

##### **Las Vegas**

6225 S. Valley View Blvd.  
Suite I  
Las Vegas, NV 89118  
702-227-5273 Phone  
702-227-5132 Fax

#### **CA State Contractor License # 989458**

Date: 7/1/2016

To: Pasadena Unified School District

Attention: Nelson Cayabyab

Phone: (626) 396-5850

Pages including this cover page: 4

**Madison Elementary School**

Project Name: **2-Post Cantilever Shade Structure**

Quote Number: **BC0088**

Nelson,

Please find our proposal for the shade structure at Madison Elementary School, attached below. This proposal is in accordance with the San Joaquin County Office of Education Piggyback Bid. All line items are in reference to that contract and all terms and conditions apply.

Service, quality and attention to detail are the hallmarks of Shade Structures, Inc. Should you have any further questions or immediate needs please do not hesitate to contact me.

Sincerely,

*Ben Cover*

Ben Cover  
Regional Manager  
Phone: (949) 466-4413

# PROPOSAL

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Dallas, TX 75247  
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P.O. Box 204691  
Dallas, TX 75320-4691

**This is a legal agreement – Please read carefully. Complete and initial all pages**

|  |  |  |
|--|--|--|
| <b>Purchaser:</b> Pasadena Unified School District<br><b>Contact:</b> Nelson Cayabyab<br><b>Phone:</b> (626) 396-5850  | <b>Date:</b> 7/1/2016<br><b>Quote No.:</b> BC0088  | <b>Sales Rep:</b> Ben Cover<br><b>Phone:</b> 949-466-4413<br><b>Email:</b> bcover@usa-shade.com  |
| <b>Billing Information:</b><br>Pasadena Unified School District<br>740 W. Woodbury Rd<br>Pasadena Ca, 91103<br><br>Contact: Nelson Cayabyab<br>Phone: (626) 396-5850<br>Fax:<br>Email: cayabyab.nelson@pusd.us | <b>Shipping Information:</b><br>USA Shade and Fabric Structures<br>1085 N. Main Street, Suite C<br>Orange, CA 92867<br><br>Contact: Ben Cover<br>Phone: (949) 466-4413<br>Fax: (714) 538-2440<br>Email: bcover@usa-shade.com | <b>Jobsite Information (including site name):</b><br>Madison Elementary School<br>515 Ashtabula St,<br>Pasadena, CA 91104<br><br>Contact: Nelson Cayabyab<br>Phone: (626) 396-5850<br>Fax:<br>Email: cayabyab.nelson@pusd.us |

## STRUCTURE DETAILS

| QTY | DESCRIPTION  | DETAILS   |  |
|-----|--|---|--|
| (1) | <b>2-Post Cantilever Hip<br/>Shade Structure<br/>Model#2022030-13<br/>PC#04113245</b><br> | Structure Size <b>20 ft. x 30 ft.</b><br>Number of Posts <b>2</b><br>Number of Fabric Tops <b>1</b><br>Fabric Type <b>Colourshade FR™</b><br>Fabric Color <b>TBD</b><br>Steel Color <b>TBD</b><br>Post Attachment Method <b>Embed</b><br>Entry Height <b>9 ft.</b><br>Wind load <b>85 MPH</b><br>Snow load <b>5 Lbs/SFt</b><br>Notes: | <i>Line Item 141:</i><br><i>\$44,644.32</i><br><i>Unit Price</i> |

## PRICING DETAILS

| Miscellaneous              |                     |   |             |
|----------------------------|---------------------|---|-------------|
| LINE ITEM                  | DESCRIPTION         | DETAILS   | COST        |
| 141                        | 20 ft. x 30 ft. DSA | Single Hip Roof 20 ft. Cantilever                 | \$44,644.32 |
|                            | Labor Deduct        | 9.5%  | -\$4,241.21 |
|                            |                     | Total for Unit                                    | \$40,403.11 |
| <b>PAYMENT TERMS:</b>      |                     |   |             |
| Units                      | Included            | (1) Upon execution of the Agreement (Deposit)     | P.O.        |
| Engineering                | Included            | (2) Upon issuance of permit, prior to manufacture |             |
| Shipping                   | Included            | (3) Upon completion of assembly / installation    | In full     |
| Accessories/ Miscellaneous | Included            |   |             |

# PROPOSAL

Corporate Mailing  
Address:  
8505 Chancellor Row  
Dallas, TX 75247  
(800) 966-5005



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Remittance address:  
Shade Structures, Inc  
P.O. Box 204691  
Dallas, TX 75320-4691

|              |    |             |        |  |
|--------------|----|-------------|--------|--|
| Sales Tax    | 9% | Included    |        |  |
| Installation |    | N/A         | NOTES: |  |
|              |    |             |        |  |
| TOTAL PRICE  |    | \$40,403.11 |        |  |

## GENERAL SCOPE OF WORK

| DSA/PERMIT REQUIREMENTS  |    |  | ASSEMBLY REQUIREMENTS |    |  |
|--------------------------|----|--|-----------------------|----|--|
| YES                      | NO |  | YES                   | NO |  |
| X                        |    | Purchaser is responsible for DSA/ permit submittal |                       | X  | Underground obstacles                  |
|                          | X  | USA Shade is responsible for DSA/ permit submittal |                       | X  | Dirt Removal & Disposal                |
| ENGINEERING REQUIREMENTS |    |  |                       | X  | Soil Tests                             |
|                          |    | Building Code                                      |                       | X  | Concrete Cutting                       |
|                          |    | Type of drawings                                   |                       | X  | Concrete Truck Access                  |
|                          |    | # of sealed drawings                               |                       | X  | Fencing                                |
|                          |    | Calculations Required                              |                       | X  | Special Inspection                     |
|                          |    |  | X                     |    | Permits (by owner)                     |
| PRICING INCLUDES         |    |  |                       | X  | Prevailing Wages & Certified Payroll   |
| YES                      | NO |  |                       | X  | Union Wages                            |
|                          | X  | Assembly / Installation                            |                       | X  | Removal of existing structure or poles |
| X                        |    | Shipping and Handling                              |                       | X  | Curb Repair                            |
| X                        |    | Engineered Drawings                                |                       | X  | Landscaping Repair                     |
| X                        |    | Sales Tax  |                       | X  | Electrical hook-up or trenching        |
|                          | X  | DSA/ Permit Submittal                              |                       | X  | Site Plan Approval                     |
|                          | X  | DSA/ Permit fees                                   |                       | X  | Site Layout/ Verification              |
|                          | X  | Artificial Turf Repair / Replacement               |                       | X  | Bobcat Access                          |
|                          | X  | Zinc / Coastal Primer                              |                       | X  | Liquidated Damages                     |
|                          | X  | Payment and Performance Bonds                      |                       | X  | Anchor Bolts Included                  |
|                          | X  | Dig and Pour Footings (inc. Rebar & Concrete)      |                       | X  | Other special conditions:              |

# PROPOSAL

Corporate Mailing  
Address:  
8505 Chancellor Row  
Dallas, TX 75247  
(800) 966-5005



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**Remittance address:**  
Shade Structures, Inc  
P.O. Box 204691  
Dallas, TX 75320-4691

Executed to be effective as of the date executed by the Company:

**NOTE: FOR ANY PURCHASE EQUAL TO OR EXCEEDING \$100,000, NO WORK, OTHER THAN PRE-WORK, SHALL BE UNDERTAKEN WITHOUT A MUTUALLY ACCEPTABLE AND SIGNED CONSTRUCTION CONTRACT.**

**PURCHASER:**  
**Pasadena Unified School District**

Signature: \_\_\_\_\_  
By: (Print) \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**COMPANY:**  
**Shade Structures, Inc.**

Signature: \_\_\_\_\_  
By: (Print) **Ben Cover**  
Title: **Regional Manager**  
Date: **7/1/2016**

## NOTES:

**1. Please remit PAYMENTS only to :  
Shade Structures, Inc.  
P.O. Box 204691  
Dallas, TX 75320-4691**

**2. Corporate Mailing Address is :  
Shade Structures, Inc.  
dba USA Shade & Fabric Structures  
8505-A Chancellor Row  
Dallas, TX 75247**

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

**Topic:** APPROVAL OF CHANGE ORDER NO. 1 FOR PUSD BID NO #10-15/16 NORMA COOMBS ELEMENTARY SCHOOL RELOCATION OF THREE PORTABLE CLASSROOMS PROJECT TO NAZERIAN GROUP AND ACCEPT PROJECT AS COMPLETE.

**RECOMMENDATION:** The Board of Education Approve Change Order No. 1 in the amount of \$10,000.00 that will be taken out of the allocated allowance as part of the original contract for the Project (Bid No. #10-15/16) to Nazerian Group in the amount and accept project as complete.

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

**I. BACKGROUND**

School requires interim housing to support construction of two new buildings scheduled in the summer 2016. On April 28 and May 5, 2016, legal advertisements were placed in the Pasadena Journal Newspaper. Seventeen (17) contractors attended the Mandatory Pre-Bid Meeting on May 9, 2016. The scope of work included site work, installation of three 24x40 modular buildings, installation of access ramps, electrical and fire alarm improvements to the modular buildings. The apparent lowest responsive Bid was received from Nazerian Group. in the amount of \$ 244,123.00.

**II. STAFF ANALYSIS**

District staff recommends the approval of Change Order No. 1 with Nazerian Group for the Norma Coombs Elementary School – Relocation of 3 Portable Classrooms (Bid No. #10-15/16) in the amount of \$10,000.00 that will be taken out of the allocated allowance of \$10,000.00 as part of the original contracted amount. The total changes of additional work were negotiated and value engineered to reflect the total amount of \$10,000.00 allotted in original contract. This change order will have a net zero impact and will not change the original bid amount of \$244,123.00. The project is considered complete and request for staff to file the Notice of Completion immediately upon board approval.

The Facilities Committee vetted this Board Report on October 20, 2016

Attachments: Change Order No #1.

**III. FISCAL IMPACT**

None. The original awarded contract in the amount of \$244,123.00 is available from the MTT funding.

**Pasadena Unified School District**  
**Board of Education Agenda:** October 27, 2016  
**Prepared by:** Nelson Cayabyab, Chief Facilities Officer

**Funding Code:** 21.1-95133.0-00000-85000-6276-0600000

Originator: Nelson Cayabyab, Chief Facilities Officer

# CHANGE ORDER

DIVISION OF THE STATE ARCHITECT  
APPROVAL

## Distribution to:

OWNER: ■ Pasadena Unified S.D.  
ARCHITECT: ■ Scott Gaudineer  
Flewelling & Moody  
CONTRACTOR: ■ The Nazerian Group  
INSPECTOR OF ■ Armando Garcia  
Knowland Constr Services

## PROJECT: Relocation of 3 24x40 Reloc Bldgs

Norma Coombs Elementary School

2600 Paloma Street

Pasadena, CA 91107

Change Order No: 1 - Final  
Date: October 5, 2016  
District's Project No:  
Architect's Project No: F&M 2332-900  
DSA Application No: 03-116995  
DSA File No: 19-80  
Contract Date:

## TO CONTRACTOR

The Nazerian Group  
16218 Ventura Blvd., Suite #7  
Encino, CA 91436

## You are directed to make the following changes in this Contract:

Item 1: ADD \$2,092.21

Item 2: ADD \$4,505.84

Item 3: ADD \$5,681.65

Item 4: ADD \$2,802.36

Item 5: DEDUCT (\$4,237.00)

Item 6: DEDUCT (\$845.06)

TOTAL OF ITEMS \$10,000.00

ALLOWANCE OF \$10,000.00

Minus 6 Items / C.O. #1 (\$10,000.00)

**TOTAL OF C.O. #1 \$0.00**

[See following page for 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 was..... \$244,123.00

Net Change by previously authorized Change Orders..... \$ 0.00

The Contract Sum prior to this Change Order was... \$244,123.00

The Contract Sum will be UNCHANGED by this Change Order... \$ 0.00

The new Contract Sum including this Change Order will be.... \$244,123.00

The Contract Time will be unchanged by [ 0 ] Days per this Change Order.

Authorized:

## ARCHITECT

Flewelling & Moody  
815 Colorado Blvd., Suite 200  
Los Angeles, CA 90041

(Signature)

BY Scott Gaudineer, C-14211

DATE 10-6-2016

## CONTRACTOR

The Nazerian Group  
16218 Ventura Blvd, Ste #7  
Encino, CA 91436

(Signature)

BY

DATE

## OWNER

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

(Signature)

BY

DATE



NORMA COOMBS ELEMENTARY SCHOOL  
Relocation of 3 24x40 Relocatable Classroom Buildings  
DSA 03-116995; File No. 19-80 (F&M 2332-900)  
Pasadena Unified School District  
CHANGE ORDER #1 / Contractor The Nazerian Group  
Page 2 of 2

**Item No. 1**

Description: Furnish and install paneling between portable buildings.  
(Reference: PCO #3 / RFI #10)

Requested by: Pasadena Unified School District (PUSD)

Reason: Panels at two (2) locations between buildings were not part of original bid

ADD: \$2,092.21

**Item No. 2**

Description: Furnish and install additional chain link fencing at rear of portable buildings.  
(Reference: PCO #4-R1 / RFI #11)

Requested by: PUSD

Reason: Additional fencing requested for closing off the backside of buildings from students and not part of original bid

ADD: \$4,505.84

**Item No. 3**

Description: Add NFS 320 Alarm Panel for Fire Alarm System.  
(Reference: PCO #5-R2)

Requested by: Electrical Engineer / PUSD

Reason: Additional required Fire Alarm device was not included as part of original bid

ADD: \$5,681.65

**Item No. 4**

Description: Furnish and install 120v circuit for three (3) clocks (one per classroom).  
(Reference: PCO #6)

Requested by: PUSD

Reason: Clocks were desired for 110v per specifications and existing site conditions required 120v

ADD: \$2,802.36

**Item No. 5**

Description: Credit for the Underground Communications Vault.  
(Reference: COR #7)

Requested by: PUSD

Reason: Value Engineering

DEDUCT: (\$4,237.00)

**Item No. 6**

Description: Credit for deletion of concrete curbs.  
(Reference: COP #8)

Requested by: PUSD

Reason: Value Engineering

DEDUCT: (\$845.06)

|  |                      |
|--|----------------------|
| TOTAL OF Items 1 thru 6                | \$10,000.00          |
| DEDUCT from ALLOWANCE of               | <u>\$10,000.00</u>   |
| <b><u>TOTAL OF CHANGE ORDER #1</u></b> | <b><u>\$0.00</u></b> |