

GLENDALE UNIFIED SCHOOL DISTRICT
SUPERINTENDENT'S FACILITY ADVISORY COMMITTEE
(SFAC)

SFAC Meeting Minutes

March 5, 2019

The Superintendent's Facility Advisory Committee meeting was held in the FASO Conference Bungalow at 333 W. Magnolia Ave in Glendale on Tuesday, March 5, 2019.

Committee Members Present:

Greg Andrews	Peter Gharibian
Derrick Chevalier	Una Chung-Iwasaka
Hector Arias	

Staff and Board Liaisons included:

Stephen Dickinson, Chief Business and Financial Officer
Dr. Kelly King, Interim Superintendent
Dr. Armina Gharpetian, Board of Education
Dan Holmquist, Facilities Project Manager
Jeff Bohn, Facilities Project Manager
Diana Espiritu, Administrative Secretary

Each Committee member was provided with the following items in their packets:

- SFAC Meeting Agenda

I. Call to Order

The meeting was called to order at 5:42 p.m.

II. Roll Call and Establishment of Quorum

A roll call was taken and a quorum was reached. Hector Arias arrived shortly after roll call was taken.

III. Approval of Minutes from February 12, 2019 Meeting

Committee member Una Chung-Iwasaka made a motion and Committee member Derrick Chevalier seconded the motion to approve the minutes of the February 12, 2019 meeting. All Committee members unanimously agreed.

IV. Review of Notes from February 25, 2019 Meeting

Mr. Dickinson informed members that the Committee's recommendation was shared with the Board of Education at the Study Session on February 26. A Committee member asked for a follow-up on an inquiry regarding the agreement with NAC for the Hoover Pool Project. Mr. Dickinson informed the Committee that this item is on the agenda to be addressed as Other Business and would be discussed later in the meeting.

V. Action Items

- **Approval of Site Improvements Project and Budget Allocation**

A Committee member asked in regards to the Verdugo Woodlands driveway noted on the projects, who would be paying for the work. Mr. Holmquist informed the Committee that the District would be paying for it. Plans were expedited in order to receive matching funds. ADA parking was required at the site, which added to the ramp issues. A Committee member noted that the contractor recommended that plans be revised before the start of construction, and asked if we could make a claim on errors and omissions. Mr. Holmquist informed the Committee that staff met with the City regarding this issue, and that errors and omissions would be difficult due to the concerns with the previous architectural firm, KPI.

A Committee member asked what the contractor's responsibility was, and if the plans would have to go to DSA again. Mr. Holmquist informed the Committee that the contractor has to build according to plans, and they would have had to be approved by DSA and the City of Glendale, which would have significantly delayed the work. The Committee member suggested keeping the ramp project on the list so long as staff consulted further with legal advisors to recovering funds from the architectural firm. Mr. Chevalier made this motion, and Mr. Andrews seconded the motion.

A member asked what the \$250,000 project at Verdugo Woodlands is. Mr. Holmquist informed the Committee that this is to connect the sewer line near the Dad's Club to the portable restroom building at the school. A member suggested that staff look into an ADA ramp to allow access to the EEELP bungalows. Mr. Holmquist informed the Committee that this would be very costly and difficult because the Dad's Club is not District property. ADA access to the site is currently available through the front of the school. Also, the new bridge will be ADA compliant.

A Committee member asked about the funds set aside for project certifications. Mr. Holmquist informed the Committee that this is not just for ORG projects, but for certification of several projects at various District schools.

A Committee member asked to add a stipulation to this item that staff not exceed the approved budget, and that there be no change orders approved beyond the approved budget. A Committee member asked what the time frame is for all the projects. Mr. Bohn informed the committee that a majority of the projects are expected to be completed during the summer before school starts, with only the easement and ramp expected to take longer than that.

Committee member Derrick Chevalier made a motion and Greg Andrews seconded the motion to approve the action item, noting that staff should adhere to the approved budget and have a high threshold for change orders. All Committee members unanimously agreed.

VI. Other Business

- **Notice of Completion with Paradise Construction at Verdugo Woodlands Elementary School**
- **Proposition 39 Compliance** – Mr. Dickinson informed the Committee that the District is in compliance with Proposition 39 guidelines, and the CBOC meets at least annually. Staff will add an item on the next agenda to discuss possibly posting SFAC meeting agendas and minutes on the GUSD website.
- **Update, Agreement with NAC Architecture for Hoover Pool Project** – Mr. Bohn informed the Committee that due to updated estimates on the construction costs of the project, staff updated the agreement with the architectural firm. This resulted in an increase in the agreement from the original amount, since these agreements are based on a sliding scale. This will eventually change once the final construction cost is determined.
- **Update on Sagebrush** – the meeting scheduled in March will not have a vote on the agenda. A meeting scheduled on Wednesday, May 1 is very likely to have a vote on the issue. Buses will be available for those interested in attending.
- **Hoover Pool Expansion and Renovation Project, Three Options** – Three options were put together with varying degrees of work. A Committee member asked about the structural concerns. Mr. Bohn informed the Committee that there is a retaining wall that exists, but the footings are not clear, and DSA could require that staff address this. The Committee recommended including the cost of the retaining wall in the estimates. Mr. Holmquist informed the Committee that CIF is not just for playoffs, but for regular games also. A member asked what the student population is that uses the pool, and Mr. Dickinson informed the Committee that this information has been relayed to the Board. A Committee member asked about the existing retaining wall, and Mr. Bohn informed the Committee that the retaining wall is crucial, but plans for it are old and unclear. Mr. Dickinson informed the Committee that the current bond authority is exhausted, so there is no guarantee that funding will be received.

Committee vice chairperson Derrick Chevalier made a motion to rescind the Committee's approval of the \$5 million budget adjustment for the Hoover Pool Expansion and Renovation project. Committee chairperson Greg Andrews seconded the motion. All Committee members unanimously agreed.

Committee member Hector Arias made a motion to recommend the approval of Options 1 or 2 for the project. Committee chairperson Greg Andrews seconded the motion. All Committee members unanimously agreed.

- **Monte Vista Elementary, Restroom Compliance** – Mr. Dickinson informed the Committee that he met with a representative of the California Department of Education (CDE) and District staff. It was uncovered that there is no immediate retrofitting of the campus required due to kindergarten restrooms. For future projects, compliance will need to be adhered to. Code at the time of construction did not have the same restroom requirements. This is not out of compliance for the time it was built. At the time the buildings were installed, they were not intended to be kindergarten restrooms. A Committee member asked that staff have a representative of CDE provide a letter to confirm that the site is not out of compliance. Staff can look into having site staff at Monte Vista Elementary School rearrange classroom locations.
- **Next meeting date** – Monday, March 25, 2019 at 5:30 p.m. in the FASO Bungalow. Tuesday, March 26, 2019 there will be a special Study Session at the Board Room.

VII. Adjourn

The meeting was adjourned at 7:47 p.m.