

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

SFAC Meeting Minutes

July 8, 2019

The Superintendent's Facility Advisory Committee meeting was held in the FASO Conference Bungalow at 333 W. Magnolia Ave in Glendale on Monday, July 8, 2019.

Committee Members Present:

Greg Andrews	Reinard Knur
Derrick Chevalier	Una Chung-Iwasaka
Hector Arias	Peter Gharibian
Nejdeh Avedian	

Staff and Board Liaisons included:

Hagop Kassabian, Administrator: Planning, Development and Facilities
Stephen Dickinson, Chief Business and Financial Officer
Dr. Vivian Ekchian, Superintendent
Dr. Armina Gharpetian, Board Member
Greg Krikorian, Board Member
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 5:35 p.m.

II. Roll Call and Establishment of Quorum

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

III. Introduction to Superintendent Dr. Vivian Ekchian

IV. Approval of Minutes from June 10, 2019 Meeting

A Committee member inquired as to the status of the approval of the previous meeting's minutes. Ms. Espiritu informed the Committee that there was one vote missing.

A Committee member noted that on page 4, there was an additional discussion during the meeting and a unanimous motion that an item be added to the agenda for the Committee to nominate a chairperson and vice chairperson at the meeting on July 8. There was also a discussion that the committee suggested that the Superintendent should meet with the chair and vice chair in the selection of new members. Derrick Chevalier made a motion that the meeting minutes be amended to add these two items. Una Chung-Iwasaka second, and all Committee members were in favor.

Committee member Derrick Chevalier made a motion and Committee member Reinard Knur seconded the motion to approve the minutes of the June 10, 2019 meeting as amended.

V. Action Items

- **Rejection of Bids for Bid No. 192-18/19 for Driveway Revisions at Verdugo Woodlands Elementary School**

In accordance with established procedures, Procurement & Contract Services completed the solicitation of bids for driveway revisions at Verdugo Woodlands Elementary School. A bid conference and job walk were conducted and four (4) contractors participated. The District received and opened three (3) bids on June 25, 2019, as outlined below:

Contractor	Total Amount	Alternate No. 1
Y.Ko Construction Co., Inc.	\$49,000	\$10,000
Chalmers Construction Services, Inc.	\$88,500	\$5,500
Jack Cardani Construction, Inc.	\$120,000	\$1,200

Planning and Development staff conducted a review of the scope of work and costs submitted by the three contractors and found the bids to be unreasonable. Staff is recommending a rejection of bids and re-bid the project pursuant to policies and regulations. Bid details are available for review in the Procurement & Contract Services Department.

A Committee member noted that this problem was uncovered during the time of construction and has not been addressed yet. A Committee member asked what the plan is moving forward. Mr. Kassabian informed the Committee that staff already has a plan for moving forward with the project that would stay within the current estimated budget.

Committee member Derrick Chevalier made a motion to approve the action item, subject to the stipulation that the project is anticipated to be completed within budget and before the start of school. Hector Arias seconded the motion. All Committee members unanimously agreed.

- **Selection of New Chair and Vice Chair**

The Committee discussed the plan for moving forward with the selection of a chair and vice chair that would work best for the future of the Committee.

Mr. Chevalier nominated Mr. Reinard Knur as chairperson and Mr. Nejdeh Avedian as vice chairperson. Mr. Hector Arias seconded the motion. All Committee members were in favor.

Dr. Ekchian informed the Committee that her selection of new members will be transparent and focus on their expertise as well as their geographic representation. Staff is currently looking into the selection of new members in the coming weeks.

VI. Other Business

- **Notice of Completion for Bid No. 177-18/19 with Chalmers Construction Services, Inc. for HVAC Project at Rosemont Middle School** – On August 14, 2018, the Board approved the award of Bid No. 177-18/19 to Chalmers Construction Services, Inc. for the HVAC project at Rosemont Middle School in the amount of \$43,400. This project included the installation of HVAC systems in the P.E. coaches' offices.

The project at Rosemont Middle School had no Change Orders and was completed in a satisfactory manner as of October 15, 2018 for a total cost of \$43,400. This project is funded by Measure S – P. E. Offices HVAC Installation Project funds.

- **Update on the Sagebrush Territory Transfer** – Mr. Dickinson informed members that the LACOE Committee will likely not make a selection on this matter until the afternoon of September 4, 2019. A Committee member asked for clarification on whether or not a decision is expected to be made and Mr. Dickinson informed the Committee that the expectation is that a decision will be made at that time.

Dr. Ekchian provided additional details on the plan for moving forward. A Committee member inquired about the action taken in the Mountain Avenue area regarding this issue. Dr. Ekchian discussed her plan going forward for this community. A member asked if the District has any documentation or videos of the previous hearings held in an effort to help plan for the September meeting. The public meetings were held approximately in fall 2016. Staff will do additional research on the videos or audio.

A Committee member inquired as to the status of the bridge and its ownership, as well as its safety. Dr. Ekchian directed Mr. Kassabian to look further into this concern.

- **Update on Unallocated Measure S Funds** – Mr. Kassabian provided a summary of the unallocated Measure S funds. Mr. Dickinson clarified that the funds expected to be received from ORG projects did not have to be spent on the specific school the savings came from.
- **Selection of Lease-Leaseback Contract for the Glendale High School Aquatic Center Project** – Mr. Kassabian provided the Committee with a brief recap of the status of the project, and the efforts staff has made to revise the cost of the project. Mr. Kassabian went over the details of the two (2) options for each contractor.

A member asked if these contractors have experience with installing Myrtha pools. Mr. Kassabian provided the Committee a brief summary of the contractors' qualifications and experience. Staff intends to present additional details at the July 16, 2019 Board meeting.

A Committee member asked about the additional funding of the project, and the Board will make this decision. A member asked if the plans will need to be re-approved by DSA. Mr. Kassabian informed the Committee that this will have to be approved by DSA again, and anticipated review process is 2 to 3 months.

A member asked if staff has had discussions about using other restrooms and locker rooms for the swim team. Dr. Ekchian informed members that staff will have to meet with site staff to establish a plan for the use of the current restrooms. CIF standards are still being met by this project.

A Committee member mentioned the verbiage on the ballot and is of the opinion that sports facilities are not what appeared to be advertised on the ballot. Dr. Ekchian suggested looking into different funding sources to move forward with the project. A Committee member asked about the tennis court portion of the project. Mr. Krikorian provided an update on the history of the tennis courts and the relation with the City of Glendale.

A Committee member made a few closing notes, including the teacher surveys conducted, discussions on change orders, fee reductions on projects, addressing concerns at Monte Vista Elementary School as well as the remaining concerns, negotiation training conducted for District staff, and many other concerns addressed thanks to the Committee's persistence.

Additional members made closing remarks in regards to the value of the Committee and the difference members have made.

Dr. Ekchian thanked exiting members for their service. Members were also reminded of the Superintendent's meet and greet on July 17, 2019.

- **Next meeting date** – Monday, August 5, 2019 at 5:30 p.m.

VII. Adjourn

The meeting was adjourned at 7:12 p.m.