

**GLENDALE UNIFIED SCHOOL DISTRICT**

**Superintendent's Facility Advisory Committee (SFAC) Meeting  
Tuesday, November 12, 2019**

**5:30 p.m.**

**Conference Call Meeting  
Phone Number: (605) 475-6150  
Access Code: 944-3796**

**AGENDA**

- I. Call to Order**
- II. Roll Call and Establishment of Quorum**
- III. Approval of Minutes from October 28, 2019**
- IV. Action Items**
  - **Change Order No. 1 to Bid No. 187-18/19 with Astro Painting for Exterior Painting at Monte Vista Elementary School and Notice of Completion**
  - **Change Order No. 1 to the Sourcewell Contract for the Purchase and Installation of Playground Equipment and Fall Zone Material from PlayPower LT Farmington, Inc. at Edison Elementary School and Notice of Completion**
- V. Other Business**
  - **Application for CTE Grant Matching Funds for Glendale and Hoover High Schools**
  - **Update on the Sagebrush Territory Transfer**
  - **Next Meeting Date – Monday, December 9, 2019 at 5:30 p.m.**
- VI. Adjourn**

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

SFAC Meeting Minutes

November 12, 2019

The Superintendent's Facility Advisory Committee meeting was held via Conference Call on Tuesday, November 12, 2019.

Committee Members on the Call:

Reinard Knur  
Nejdeh Avedian  
Cindy Dardon  
Peter Gharibian

Staff and Board Liaisons included:

Dr. Vivian Ekchian, Superintendent  
Stephen Dickinson, Chief Business and Financial Officer  
Hagop Kassabian, Administrator: Planning, Development and Facilities  
Dr. Armina Gharpetian, 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 5:34 p.m.

II. Roll Call and Establishment of Quorum

A roll call was taken and a quorum was reached.

III. Approval of Minutes from October 28, 2019

Committee member Reinard Knur requested that the minutes reflect the site visit that took place before the meeting began. Committee member Reinard Knur made a motion and Cindy Dardon seconded the motion to approve the minutes of the October 28, 2019 meeting, as amended. All Committee members unanimously agreed.

IV. Action Items

- **Change Order No. 1 to Bid No. 187-18/19 with Astro Painting for Exterior Painting at Monte Vista Elementary School and Notice of Completion**

On June 4, 2019, the Board approved the award of Bid No. 187-18/19 to Astro Painting for exterior painting at Monte Vista Elementary School in the amount of \$109,000.

Prior to the start of the project, Planning and Development staff was also working on the installation of the new modular restroom building at the site. In order to enhance the site, staff determined it would be best to paint the new building to match the rest of the buildings that were being painted. Staff also determined it would be best to paint the site's flagpole and an additional concrete wall as a part of the project. These items were not originally included in the scope of work, but were determined to be cost effective if completed as a part of the current project.

Change Order No. 1 in the amount of \$5,350 accounts for these unforeseen conditions and required modifications to the project. This Change Order represents a 4.92% increase of the original contract and is included in the previously allocated 10% project contingency. This increases the original contract total to \$114,350.

This project was completed in a satisfactory manner as of November 10, 2019 and was funded by Measure S – Summer Projects funds.

Committee member Reinard Knur asked to clarify if the tile wall was painted over. Mr. Kassabian informed the Committee that the tile wall was not painted over, but around the tile. The wall is located in the courtyard area near the bungalows and newly installed restroom building.

Dr. Gharpetian asked for clarification as to what was approved for the Monte Vista paint project at the last Board meeting on November 5. Mr. Kassabian informed members that at the Board meeting on November 5 the Board was informed of upcoming items that would require the Board's approval, including this Change Order discussed.

- **Change Order No. 1 to the Sourcewell Contract for the Purchase and Installation of Playground Equipment and Fall Zone Material from PlayPower LT Farmington, Inc. at Edison Elementary School and Notice of Completion**

On May 21, 2019, the Board approved use of Sourcewell Contract No. 030117-LTS for the purchase and installation of playground equipment and fall zone material from PlayPower LT Farmington, Inc. at Edison Elementary School in the amount of \$196,504.21, pursuant to California Public Contract Code 10298.

During construction, Planning and Development staff was notified of unforeseen conditions at the site. Due to the new structure being larger than the previous structure, the contractor uncovered an underground sewage drain while preparing the site for the installation of the play structure. Repairs to the pipe were required in order to install the equipment, which resulted in an increase to the contract. Additionally, the

unforeseen conditions extended the project schedule and construction work was not completed in time for the start of school. GUSD staff requested from the contractor to supply additional items to secure the site. Sandbags and fence screening were provided to ensure student and staff safety for the start of school.

Change Order No. 1 in the amount of \$8,270 accounts for changes to the contract. This Change Order represents a 4.21% increase to the original contract and is included in the previously allocated 10% project contingency. This increases the original contract total to \$204,774.21.

This project was completed in a satisfactory manner as of November 10, 2019 and was funded by Measure S – Summer Projects funds.

Committee member Peter Gharibian asked if the pipes were damaged and had to be replaced. Mr. Kassabian informed the Committee that the pipes were not damaged during excavation, but rather had to be relocated once they were uncovered in order to accommodate the footings for the play equipment.

A motion was made by Reinard Knur to approve the action item. Cindy Dardon seconded the motion. All Committee members unanimously agreed.

V. Other Business

- **Application for CTE Grant Matching Funds for Glendale and Hoover High Schools** – Mr. Kassabian informed the Committee that staff will be applying for two (2) grants, one for Glendale High School and one for Hoover High School. Following the application process, staff intends to allocate funds from to match the Grant funds. The District will be applying for a \$1,000,000 grant for Glendale High School and a \$500,000 grant for Hoover High School.

Committee member Reinard Knur asked if the funds would be from Measure S funds, and what the details of the projects are. Mr. Dickinson confirmed that the funds would likely be from Measure S. Mr. Kassabian informed the Committee that these projects are for the CTE program to assist with equipment purchased but is not fully operational due to additional power required. Staff is working with Glendale Water and Power to determine all needs and costs. Currently costs are estimated at \$850,000. The Grant is intended to match funds that have been spent on the equipment previously purchased, in addition to funds that will needed to complete the project. At Hoover High School, a room will be converted to a classroom with a restroom and office space, for CTE's Careers in Education program. There is a play structure included in this plan.

Committee member Reinard Knur asked why is there a play structure being installed at Hoover High School, the project site. Mr. Dickinson informed the Committee that staff is still planning the project, but the purpose of the structure is for CTE program's observation of the students.

- **Update on Sagebrush Territory Transfer** – Mr. Dickinson informed the Committee that GUSD is appealing the LACOE decision for the transfer. Additional updates will be provided as they are available.
- **Project Updates** – Committee member Reinard Knur asked for an update on the Glendale High School chiller project. Mr. Kassabian informed the committee that the chiller is up and running, and the site is preparing for the installation of the boiler at the end of the year. Training for staff has already been held.
- **Meeting Dates** – Committee member Nejdeh Avedian brought up the previous request to change meetings to Tuesdays instead of Mondays as they are currently scheduled. Mr. Dickinson noted that staff has no objection to the change. Dr. Ekchian noted that the only time the meetings cannot be held on Tuesdays are on dates that there are also Board meetings. It was determined that future meetings will be scheduled on Tuesdays, as long as there is no Board meeting scheduled.

Committee member Reinard Knur noted that conference call emails are tough and future meetings should be held in person.

- **Next Meeting Date** – Next meeting has been rescheduled to Tuesday, December 10, 2019 at Glenoaks Elementary School.

#### VI. Adjourn

The meeting was adjourned at 6:03 p.m.