

**GLENDALE UNIFIED SCHOOL DISTRICT**

**Superintendent's Facility Advisory Committee (SFAC) Meeting  
Monday, December 9, 2019**

**4:30 p.m.**

**Glenoaks Elementary School  
2015 East Glenoaks Blvd.  
Glendale, CA 91206**

**AGENDA**

- I. Tour of Glenoaks Elementary School**
- II. Call to Order**
- III. Roll Call and Establishment of Quorum**
- IV. Approval of Minutes from November 12, 2019**
- V. Action Items**
  - **Change Order No. 1 to Bid No. 184-18/19 with Los Angeles Air Conditioning, Inc. for Glendale High School Chiller Replacement Project**
  - **Project and Budget Allocation for District Wide Safety and Security Improvements, Phase 2**
  - **Project and Budget Allocation for the Glenoaks Elementary School New Building**
  - **Project and Budget Allocation for the Monte Vista Elementary School New Building**
  - **Project Authorization Addendum with DC Architects for Architectural Services for the Glenoaks Elementary School New Building Project**
  - **Project Authorization Addendum with Rachlin Partners for Architectural Services for the Monte Vista Elementary School New Building Project**
- VI. Other Business**
  - **FASO Summer Projects (Deferred Maintenance) List – 2020**
  - **Update on the Sagebrush Territory Transfer**
  - **Next Meeting Date – Tuesday, January 7, 2020 at 5:30 p.m.**
- VII. Adjourn**

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

SFAC Meeting Minutes

December 9, 2019

The Superintendent's Facility Advisory Committee meeting was held at Glenoaks Elementary School on Monday, December 9, 2019. Prior to the start of the meeting, members walked the site and toured the portable buildings.

Committee Members on the Call:

Reinard Knur  
Nejdeh Avedian  
Una Chung-Iwasaka  
Cindy Dardon

Staff and Board Liaisons included:

Dr. Vivian Ekchian, Superintendent  
Stephen Dickinson, Chief Business and Financial Officer  
Hagop Kassabian, Administrator: Planning, Development and Facilities  
Daniel Di Mundo, Principal, Glenoaks Elementary School  
Greg Krikorian, Board Member  
Diana Espiritu, Administrative Secretary

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

- SFAC Meeting Agenda
- Agenda Informational Items

I. Call to Order

The meeting was called to order at 5:18 p.m.

II. Roll Call and Establishment of Quorum

A roll call was taken and a quorum was reached. Dr. Ekchian arrived shortly after roll call was taken.

III. Approval of Minutes from November 12, 2019

Committee member Nejdeh Avedian made a motion and Cindy Dardon seconded the motion to approve the minutes of the November 12, 2019 meeting. Una Chung-Iwasaka abstained. All other Committee members unanimously agreed.

IV. Action Items

- **Change Order No. 1 to Bid No. 184-18/19 with Los Angeles Air Conditioning, Inc. for Glendale High School Chiller Replacement Project**

On May 21, 2019, the Board approved the award of Bid No. 184-18/19 to Los Angeles Air Conditioning, Inc. for the chiller replacement project at Glendale High school in the amount of \$1,229,351. An allowance on the project of \$15,000 was included in the contract, which increased the total contract to \$1,244,351.

Following the start of construction, staff encountered changes to the project that resulted in additional costs on the project. These changes included DSA modifications to equipment platforms, additional costs for accelerated project delivery, an additional condensing water valve, the installation of temporary chiller valves, and an additional gas meter required by SCAQMD.

Change Order No. 1 in the amount of \$63,611.22 accounts for these unforeseen conditions and required modifications to the project. This Change Order represents a 5.11% increase of the original contract and is included in the previously allocated 10% project contingency. This increases the original contract total to \$1,307,962.22.

This project is funded by Measure S, Proposition 39, and RDA funds.

Una Chung-Iwasaka asked if the cumulative change order will still stay within the 10% for change orders. Mr. Kassabian informed the Committee that any further change orders will cumulatively stay within 10%. The only thing that would cause additional increases above the 10% are unforeseen conditions or DSA-required changes.

Reinard Knur asked if the \$1.2 million is the cost only for installation, or if that includes the purchase of the chiller also, and if that includes demolition. Mr. Kassabian confirmed that this is only for installation of the chiller and a boiler. The chiller was purchased previously. Una Chung-Iwasaka asked why the project was accelerated. Mr. Kassabian informed the Committee that staff had to ensure the chiller was ready on time for the start of school.

Mr. Kassabian stated that a future change order item will be coming forth related to providing a secondary/overflow drainage system to mitigate water ponding in the tunnel area of the chiller and HVAC duct banks. Una Chung-Iwasaka asked if sump pumps are used in California, and why this isn't an option. Mr. Kassabian noted that due to the location and accessibility, water still needs to be drained somewhere, and gravity drainage would be a viable solution and cost effective.

- **Approval of Project and Budget Allocation for District Wide Safety and Security Improvements, Phase 2**

During the Study Session on September 10, 2019, Planning and Development staff presented to the Board a list of Safety and Security needs items for all school sites that

totaled over \$14,000,000. Following the Board's direction, staff compiled a list of the top priority projects that totaled \$8,000,000.

Staff is recommending the allocation of \$8,000,000 to address the District's most urgent safety and security needs at all school sites as follows:

1. Security Alarm System and Cameras - \$2,250,000
2. Hard Wired Telephone Systems - \$250,000
3. PA Systems - \$1,250,000
4. Fire, Life Safety - \$650,000
5. Broken and Spalling Concrete - \$1,500,000
6. Emergency Battery Back-Up Systems and Generators - \$350,000
7. Fencing and Railing - \$1,750,000

Total: \$8,000,000

Reinard Knur asked if these safety and security items are at various school sites. Mr. Kassabian confirmed that this funding is for various projects at all 32 school sites. Mr. Knur asked if all schools have backup generators. Mr. Kassabian informed the Committee that most schools do not have backup generators. This item on the list refers to emergency lighting at all schools, not generators that would maintain all school functions in an outage.

Una Chung-Iwasaka asked to confirm the funding source for this project, and Mr. Kassabian confirmed that this allocation would come from Measure S funds. Mr. Dickinson informed the Committee that vaping detectors are also being considered to be added to the list. Mr. Kassabian noted that they can be added to the list, but would result in a reduction in funding for other items, such as fencing and railing. Mr. Dickinson noted that there is a second generation vape detector being piloted at a school site.

- **Project and Budget Allocation for the Glenoaks Elementary School New Building**

Following the Board's direction, Planning and Development staff began working with District approved consultants to obtain options and costs for the construction of a new building at Glenoaks Elementary School. This new building would replace outdated portable buildings that did not qualify for funding to be replaced through the State's Overcrowding Relief Grant (ORG) program.

Planning & Development staff has worked with District approved architectural firm DC Architects in order to obtain costs for four (4) different options for a new building at the site. These options were presented to the Board for review and approval as follows:

- Option A: a new building at the portables' current location via conventional construction

- Option B: a new building at the school's existing play area via conventional construction
- Option C: a new pre-manufactured (Pre-Fast) building at the portables' current location
- Option D: a new pre-manufactured (Pre-Fast) building at the school's existing play area

Staff is recommending that the Board approve a budget allocation of \$19,300,000 from Measure S funds for a new building at Glenoaks Elementary School. This budget will allow the Board to select any of the four (4) options presented, and will be decreased as needed following the Board's final selection of an option. The budgeted amount accounts for hard construction costs as well as soft costs, including architect and engineering costs, DSA inspection costs, lab testing costs, project management costs, site work costs, furniture/fixtures/equipment (FF&E), and a project contingency.

Following the selection of an option by the Board, staff will continue to work with DC Architects on generating plans for the project. This project will be funded by Measure S funds. Reinard Knur asked which option is better for the school, from staff's perspective. Mr. Di Mundo noted that the first option is better for the school from an operational standpoint. Mr. Knur asked why the cost is so high, and why these options are being presented. Mr. Kassabian informed the Committee that Pre-Fast provided a quote based on the current site plan. The Board asked that these options be included, so staff ensured they obtained quotes as requested.

Mr. Knur asked about the design life of Pre-Fast construction versus conventional construction. Mr. Kassabian noted that pre-manufactured buildings are solid buildings, and the current structures are in great shape, such as at Columbus Elementary School. Mr. Knur asked if there is a sense of urgency, and what the benefits would be in saving time with DSA approval. Mr. Di Mundo noted that as far as the site, there is no big rush. The buildings are in working condition, they are just starting to get old. Mr. Kassabian also informed the Committee that staff is looking at obtaining costs for pre-fabricated (modular) buildings to be considered as an option.

Ms. Chung-Iwasaka asked how this would be affected by Proposition 13. Mr. Dickinson informed the Committee that this is separate from the District's Measure S funds, and would not preclude the District from applying for funds. However, in order to qualify for additional state funds, the District needs Bond funds.

- **Project and Budget Allocation for the Monte Vista Elementary School New Building**

Following the Board's direction, Planning and Development staff began working with District approved consultants to obtain options and costs for the construction of a new building at Monte Vista Elementary School. This new building would replace outdated portable buildings that did not qualify for funding to be replaced through the State's Overcrowding Relief Grant (ORG) program.

Planning & Development staff has worked with District approved architectural firm Rachlin Partners in order to obtain costs for three (3) different options for a new building at the site. These options were presented to the Board for review and approval as follows:

- Option 1: three (3) separate 2-story buildings via conventional construction
- Option 2: two (2) separate 2-story buildings via conventional construction
- Option 3: one (1) new pre-manufactured (Pre-Fast) 2-story building

Staff is recommending that the Board approve a budget allocation of \$22,800,000 from Measure S funds for a new building at Monte Vista Elementary School. This budget will allow the Board to select any of the three (3) options presented, and will be decreased as needed following the Board's final selection of an option. The budgeted amount accounts for hard construction costs as well as soft costs, including architect and engineering costs, DSA inspection costs, lab testing costs, project management costs, site work costs, furniture/fixtures/equipment (FF&E), and a project contingency.

Following the selection of an option by the Board, staff will continue to work with Rachlin Partners on generating plans for the project. This project will be funded by Measure S funds. Mr. Knur asked for clarification of the elevations at the site. Mr. Kassabian clarified that area above the existing retaining wall is where the kindergarten area is located. Mr. Knur asked to about the new restroom building that was installed at the site. Mr. Kassabian informed the Committee that if the new building(s) are constructed, the restroom will be repurposed as needed.

Mr. Knur asked which option staff would recommend to the Board. Mr. Kassabian noted that staff prefers Option 1. Mr. Knur asked if any school construction is LEED Certified. Mr. Kassabian noted that many of the features of LEED are currently incorporated into the District's new construction. However, LEED is more common and works better in the private sector.

- **Project Authorization Addendum with DC Architects for Architectural Services at the Glenoaks Elementary School New Building Project**

On December 17, 2019, the Board of Education approved a project and budget allocation of \$19,300,000 for the construction of a new building at Glenoaks Elementary School. Staff presented four (4) different options for the building for the Board to determine a final location and delivery method for construction.

Planning & Development staff has worked with the District's approved architectural firms in order to obtain a proposal for the design of the project. Staff is recommending that the Board approve a Project Authorization Addendum for DC Architects to provide architectural services for this project for a not to exceed amount of \$920,000.

Following the Board's selection of a final option, staff will enter into an agreement with DC Architects based on the estimated cost of construction, per the consultant's

approved Master Agreement. The cost for architectural services is included in the approved project budget. This project is funded by Measure S funds.

- **Project Authorization Addendum with Rachlin Partners for Architectural Services at the Monte Vista Elementary School New Building Project**

On December 17, 2019, the Board of Education approved a project and budget allocation of \$22,800,000 for the construction of a new building at Monte Vista Elementary School. Staff presented three (3) different options for the building for the Board to determine a final layout and delivery method for construction.

Planning & Development staff has worked with the District's approved architectural firms in order to obtain a proposal for the design of the project. Staff is recommending that the Board approve a Project Authorization Addendum for Rachlin Partners to provide architectural services for this project for a not to exceed amount of \$1,100,000.

Following the Board's selection of a final option, staff will enter into an agreement with Rachlin Partners based on the estimated cost of construction, per the consultant's approved Master Agreement. The cost for architectural services is included in the approved project budget. This project is funded by Measure S funds.

V. Other Business

- **FASO Summer Projects (Deferred Maintenance) List – 2020** – Each year, Facility and Support Operations (FASO) along with Planning and Development staff compile a list of prioritized Deferred Maintenance projects that focus on necessary student & staff safety and physical plant repairs. This list of work is prioritized based on the needs of each school and is paramount to the ongoing operations of our school sites.

In November 2012, the Board approved an annual allocation of \$1.5M in Measure S funding to continue the Deferred Maintenance program. On May 3, 2016, the Board approved the continued funding of \$1.5M for Deferred Maintenance projects for seven (7) years, until 2023. The attached 2020-2021 Measure S – Summer Projects (Deferred Maintenance) List is within the previously approved budget of \$1,500,000. This project is funded by Measure S – Summer Projects funds.

- **Update on Sagebrush Territory Transfer** – Mr. Dickinson informed the Committee that the December meeting was cancelled.
- **Next Meeting Date** – Tuesday, January 7, 2020 at 5:30 p.m.

VI. Adjourn

The meeting was adjourned at 7:00 p.m.