

**GLENDALE UNIFIED SCHOOL DISTRICT**

**Superintendent's Facility Advisory Committee (SFAC) Meeting  
Monday, March 30, 2020**

**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 January 28, 2020**
- IV. Action Items**
  - **Approval of Sourcewell Contracts for the Purchase and Installation of Playground Equipment and Fall Zone Material from PlayPower LT Farmington, Inc. at Jefferson and Columbus Elementary Schools**
- V. Other Business**
  - **Planning and Development Update**
  - **Next Meeting Date**
- VI. Adjourn**

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

SFAC Meeting Minutes

March 30, 2020

The Superintendent's Facility Advisory Committee meeting was held via conference call on Monday, March 30, 2020.

Committee Members on the Call:

Reinard Knur  
Nejdeh Avedian  
Una Chung-Iwasaka  
Peter Gharibian  
Cindy Dardon  
Harmik Aghanian

Staff and Board Liaisons included:

Dr. Vivian Ekchian, Superintendent  
Dr. Armina Gharpetian, Board Member  
Stephen Dickinson, Chief Business and Financial Officer  
Hagop Kassabian, Administrator: Planning, Development and Facilities  
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 5:36 p.m.

II. Roll Call and Establishment of Quorum

A roll call was taken and a quorum was reached. Committee members Cindy Dardon and Una Chung-Iwasaka joined the call shortly after roll call was taken.

III. Approval of Minutes from January 28, 2020

Committee member Reinard Knur made a motion to approve the minutes of the January 28, 2020 meeting. A roll call vote was taken and all Committee members unanimously agreed.

IV. Action Items

- **Approval to use the Sourcewell Contract for the Purchase and Installation of Playground Equipment and Fall Zone Material from PlayPower LT Farmington, Inc. at Jefferson and Columbus Elementary Schools**

Glendale Unified School District is a member of Sourcewell (formerly National Joint Powers Alliance, NJPA) which is a national cooperative purchasing group. Sourcewell awarded the contract for the purchase and installation of Little Tikes playground equipment and SofSurfaces Premium Tile fall zone material to PlayPower LT Farmington, Inc.

Staff is recommending the approval to use the Sourcewell contract #XXX awarded to PlayPower LT Farmington, Inc. for the purchase and installation of new Little Tikes playground equipment and SofSurfaces Premium Tile fall zone material. This equipment will be installed at two sites, including Jefferson and Columbus Elementary Schools. Pursuant to California Public Contract Code 10298, a school district or public agency can use a cooperative purchasing agreement for the purchase and installation of equipment without further competitive bidding if it is in the district's best interest. PlayPower LT Farmington, Inc. uses only certified, factory-trained installers for the installation of this playground equipment and fall zone material, which will insure and warranty this project for student safety.

Total amount for purchase and installation for each site is as follows: \$395,630.50 at Jefferson Elementary School, and \$70,000 for Columbus Elementary School. This also includes the removal and disposal of existing playground equipment at the school sites. These will be funded by Measure S – Summer Projects funds.

Committee member Reinard Knur asked why the price for Columbus Elementary School is so low. Mr. Kassabian noted that this amount is only for the installation of new surfacing. However, staff received a price that was higher than what was anticipated, so this portion will not be completed at the time. Approval will only be for the work at Jefferson Elementary School. The project at Columbus Elementary School will be brought back at a later time for approval of the Committee. The project at Jefferson Elementary School includes a play structure, shade elements, and surfacing replacement.

Mr. Knur asked if the project at Columbus Elementary School will require additional funding. Mr. Kassabian noted that this is very likely the case, but staff will present additional details at a future meeting. Committee member Harmik Aghanian asked if the three play structures at Jefferson are being replaced. Mr. Kassabian clarified that only one is being replaced along with the soft tiles, the other two are being modified by adding shade elements and having repairs and additions to the soft tiles. Mr. Aghanian noted that the price seems high. Mr. Kassabian informed the Committee that this price is in line with other projects and is what was anticipated.

Mr. Aghanian asked if there is any benefit to combining contracts. Mr. Dickinson informed the Committee that this is from a nationally bid contract, so the District is aware that they are obtaining the best pricing. Committee member Una Chung-Iwasaka asked what the criteria is for these nationally bid contracts. Mr. Dickinson informed the Committee that these prices are obtained for many different kinds of projects, such as roofing, purchasing of copiers, and many other District needs.

Mr. Aghanian asked if the District has considered obtaining pricing out of state where it may cost less to build. Mr. Kassabian noted that these amounts are competitively bid and are obtained nationally, not only within the state.

Committee member Reinard Knur made a motion to approve the action item. Committee member Una Chung-Iwasaka seconded the motion. A roll call vote was taken and all Committee members unanimously agreed to approve the minutes.

V. Other Business

- **Planning and Development Update**

Mr. Kassabian provided the Committee an update on the current active projects, such as the Glendale High School Aquatic Center Project and the Glendale High School Chiller Replacement Project.

Dr. Gharpetian asked what the original anticipated ship date was. Mr. Kassabian informed the Committee that the project was originally expected to ship in mid-March and be delivered in approximately two weeks. Currently the pool is anticipated to ship in early April, but could be kept at the port longer than anticipated depending on clearances and handling of the shipment.

Mr. Knur asked if there is a contract with the pool supplier like there is one with the General Contractor. Mr. Kassabian noted that we only have a contract with the contractor, Balfour Beatty Construction (BBC). BBC has a subcontractor that is working with the supplier (Myrtha Pools) to obtain the pool. Mr. Aghanian asked if this will be a “force majeure” situation. Mr. Kassabian confirmed that it likely would, but delays will be discussed with the contractor. Staff has also consulted with the District’s attorneys for advice.

Ms. Una Chung-Iwasaka asked what parts of construction are still moving forward, what the District is doing, and who is working at sites. Mr. Kassabian informed the Committee that Planning and Development staff is on a staggered schedule, while some staff members are working remotely from home and Mr. Kassabian has been working his regular schedule in the office. Staff is still present at all job sites as needed.

Dr. Ekchian and Mr. Dickinson noted that the District has made it a high priority to serve both the educational and nutritional needs of students. ETIS has distributed Chromebooks for remote learning. Nutrition Services has been providing meals to students and community aged 18 and under on a daily basis. Nutrition Services staff is

on rotation to minimize exposure, and custodians are working only one per site. At the District office, staffing is down to approximately 25-30%, with most staff working remotely.

- **Next Meeting Date** – Monday, April 13, 2020 at 5:30 p.m. via conference call.

VI. Adjourn

The meeting was adjourned at 6:17 p.m.