

**GLENDALE UNIFIED SCHOOL DISTRICT**

**Superintendent's Facility Advisory Committee (SFAC) Meeting  
Monday, April 27, 2020**

**5:30 p.m.**

**Conference Call Meeting**

**AGENDA**

- I. Call to Order**
- II. Roll Call and Establishment of Quorum**
- III. Approval of Minutes from March 30, 2020**
- IV. Action Items**
  - **Approval of Sourcewell Contract 030117-LTS for the Purchase and Installation of Playground Equipment and Fall Zone Material from PlayPower LT Farmington, Inc. at Four (4) School Sites – Columbus, Mann, and R.D. White, Elementary Schools, and College View School**
  - **Award of Bid No. 197-19/20 for Asphalt and Concrete Replacement at Two (2) School Sites – Wilson Middle School and Keppel Elementary School**
- V. Other Business**
  - **Funding Transfer from Physical Education Offices HVAC Installation Project to Shade and Play Structures Installation Project**
  - **Next Meeting Date – Monday, May 11, 2020 at 5:30 p.m.**
- VI. Adjourn**

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

SFAC Meeting Minutes

April 27, 2020

The Superintendent's Facility Advisory Committee meeting was held via conference call on Monday, April 27, 2020.

Committee Members on the Call:

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

Staff and Board Liaisons included:

Dr. Vivian Ekchian, Superintendent  
Dr. Armina Gharpetian, Board Member  
Greg Krikorian, 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 5:38 p.m.

II. Roll Call and Establishment of Quorum

A roll call was taken and a quorum was reached.

III. Approval of Minutes from March 30, 2020

Committee member Reinard Knur made a motion to approve the minutes of the March 30, 2020 meeting. Committee member Nejdeh Avedian seconded the motion. A roll call vote was taken and all Committee members unanimously agreed to approve the minutes.

IV. Action Items

- **Approval to use the Sourcewell Contract 030117-LTS for the Purchase and Installation of Playground Equipment and Fall Zone Material from PlayPower LT Farmington, Inc. at Four (4) School Sites – Columbus, Mann, and R.D White Elementary Schools, and College View School**

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 Commercial Play Systems and SofSurfaces Premium Tile fall zone material to PlayPower LT Farmington, Inc.

Staff is recommending the approval to use the Sourcewell contract #030117-LTS awarded to PlayPower LT Farmington, Inc. for the purchase and installation of new Little Tikes Commercial Play Systems and SofSurfaces Premium Tile fall zone material. 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 student safety and warranty of this equipment. This work will be completed at four (4) school sites, including Columbus, Mann, and R.D. White Elementary Schools, and College View School.

This also includes the removal and disposal of existing playground equipment at the school site. These projects are anticipated to be completed by August 1, 2020, and will be funded by Measure S – Summer Projects, Measure S – Districtwide Shade and Play Structures Installation Project, and Measure S – Small Non-Tech Projects funds.

The total amount for purchase and installation at each site is as follows:

• Columbus Elementary School	\$449,267.90
• Mann Elementary School	\$220,424.98
• R.D. White Elementary School	\$483,751.67
• College View School	\$196,751.98
• <b>Total:</b>	<b>\$1,350,196.53</b>

Committee member Reinard Knur noted that at the previous meeting, members reviewed an item for the replacement of equipment at Columbus, and asked why this was brought up again. Mr. Kassabian noted that the previous item was only for the replacement of softiles at Columbus. The approval for today's item includes both the replacement of a play structure and the softiles, This amount includes the \$70k that was approved at the meeting on March. 30.

Committee member Harmik Aghanian asked when the District uses a cooperative purchase order, does the contractor meet all the bonding requirements. Mr. Kassabian

confirmed that contractors must meet all bonding requirements. Mr. Aghanian also asked if staff can provide the District's estimates for the project to compare to the actual costs. Mr. Kassabian informed the Committee that for smaller projects, staff does not obtain formal estimates from consultants, but rather the work is done in-house. For play structure projects, staff does not obtain estimates because the standard structures are vetted and installed as required. For the asphalt work, the scope of work was generated in-house. This work can be very costly and staff can complete it while saving the District money. Additionally, staff does not provide these estimates at the time job walks are conducted because they can provide a benchmark for contractors that can affect the bid amounts. Staff does not provide a standard schedule of values either; that is up to the contractor to provide based on the scope of work provided by the District.

Dr. Ghapetian asked what kind of equipment is being installed at College View School, and if it is specialty playground equipment for special education students. Mr. Kassabian noted that the school already has equipment for special needs students, but this equipment is for the District's EEELP students to use as well. There are some ramps that are ADA accessible, and the structure can be approached with a wheel chair but students would need additional assistance to access the structure.

Mr. Krikorian asked if Planning and Development staff has been in contact with contractors to see about making adjustments on projects to address social distancing. He expressed concerns with installing structures that may not be able to be used in the future. Mr. Kassabian informed the Committee that the District has not received any direction from Government agencies that would warrant changes to current requirements. Mr. Kassabian will be in contact with contractors to obtain additional details.

Dr. Ekchian asked what the timeline is for these projects to occur. Mr. Kassabian noted that these projects were scheduled as summer projects for the year. The projects will be starting earlier than anticipated and are scheduled to be complete by the first two weeks in August.

Committee member Una Chung-Iwasaka asked if these funds have already been approved. Mr. Kassabian confirmed that the Board has already approved the allocation of these funds, and details will be brought back to the Committee at the next meeting. The Board approved the allocation of \$1.5 million until fiscal year 2022/2023 on May 3, 2016. Ms. Chung-Iwasaka asked if staff can reference the Bond Projects List that justifies the specific project as it is in line with the Measure S bond. Mr. Kassabian and Mr. Dickinson clarified to the Committee that the Measure S Bond language contains a broad description of all projects that can be completed throughout the District.

- **Award of Bid No. 197-19/20 for Asphalt and Concrete Replacement at Two (2) School Sites**

On December 17, 2019, the Board approved the FASO Summer Projects (Deferred Maintenance) List for 2020. This list was part of the \$1.5 million allocated by the

Board on May 3, 2016, and included the replacement of asphalt and concrete at Wilson Middle School and Keppel Elementary School. In accordance with established procedures, Procurement & Contract Services completed the solicitation of bids for the asphalt and concrete replacement project at two (2) school sites, including Wilson Middle School and Keppel Elementary School. A bid conference and a job walk were conducted on March 11, 2020 and thirteen contractors participated. The District received and opened six (6) bids on April 14, 2020, as outlined below:

<b>Contractor</b>	<b>Wilson MS</b>	<b>Keppel ES</b>	<b>Alt. No. 1</b>
ARC Construction	\$469,000	(no bid)	(no bid)
California Paving & Grading Co.	(no bid)	\$352,000	\$30,000
Chalmers Construction Services, Inc.	\$367,400	(no bid)	(no bid)
Golden Sun Enterprise, Inc.	\$347,777	\$492,777	\$94,777
JB Bostick Company, Inc.	(no bid)	\$390,000	\$75,000
Masters Contracting Corp.	\$1,397,121	\$637,121	\$329,121

Following the receipt of bids, Golden Sun Enterprise, Inc. withdrew their bids citing clerical errors that occurred during the bid preparation, pursuant to California Public Contract Code Section 5103. In addition, the bid from California Paving & Grading Co. was rejected because it did not meet the licensing requirements. After conducting a post-bid conference and reviewing the bid documents, staff is recommending the award of contracts to the lowest responsive and responsible bidders as follows: Chalmers Construction Services, Inc. at Wilson Middle School in the amount of \$367,400, and JB Bostick Company, Inc. at Keppel Elementary School in the amount of \$390,000.

This project is anticipated to be completed by August 16, 2020. Bid details are available for review in the Procurement & Contract Services Department. This project will be funded by Measure S – Summer Projects funds.

Committee member Una Chung-Iwasaka asked why there was a third column on the bid information. Mr. Kassabian noted that Additive Alternate No. 1 was being considered for the project, but bids for this portion were higher than anticipated so that portion will not be awarded. Ms. Chung-Iwasaka asked why the two lower bidders were not being awarded the project. Mr. Kassabian noted that Golden Sun withdrew their bid due to clerical errors, and California Paving & Grading did not meet the licensing requirements.

Dr. Gharpetian asked if JB Bostick is a local company. Mr. Kassabian noted that they are not based out of Glendale, but staff has heard of them and other consultants that work with the District have worked with this contractor and have had positive experiences.

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

V. Other Business

- **Funding Transfer from Physical Education Offices HVAC Installation Project to Shade and Play Structures Installation Project**

Committee Member Una Chung-Iwasaka asked how so little was spent on the project. Mr. Kassabian reminded the Committee that these estimates were provided several years ago. The work completed was only for smaller wall HVAC units, not the replacement of full systems. Mr. Dickinson noted that because of the urgency in completing this work and meeting contractual obligations, staff may have allocated more funds than what was anticipated to make sure all needs were met. This could have been not so much an inaccurate estimate, but rather a misunderstanding of the work that would have to be completed. Dr. Gharpetian noted that she would also bring back notes from the original approval at a future meeting. Mr. Kassabian informed the Committee that the installation of HVAC systems in gymnasiums was likely not a part of this estimate, as current estimates project this will cost approximately \$30 million throughout the District. Dr. Ekchian confirmed that staff will deep dive into the past for informational purposes. Mr. Dickinson also noted that this item will not be on the Board agenda, but will be deferred to the Study Session in May.

- **Additional Updates**

Mr. Krikorian asked if the District has looked into UV lighting for sanitation of pool water, and asked what the anticipated completion date is for the GHS Aquatic Center. Dr. Ekchian noted that the intent is to have students be able to use the pool as close to the December deadline as possible. Mr. Kassabian informed the Committee that UV lighting is being considered and additional details will be brought back to the Committee as staff receives them. Ms. Chung-Iwasaka asked about students returning to school. Dr. Ekchian informed the Committee that the District is awaiting further direction from the State's leadership, and staff is working diligently to have a variety of options for the Board and the Community. In the meantime, virtual graduations are being considered for graduating students.

- **Next Meeting Date** – Monday, May 11, 2020 at 5:30 p.m. via conference call.

VI. Adjourn

The meeting was adjourned at 6:32 p.m.