

GLENDALE UNIFIED SCHOOL DISTRICT

**Superintendent's Facility Advisory Committee (SFAC) Meeting
Monday, July 6, 2020**

5:30 p.m.

**Zoom Conference Meeting
Meeting ID: 891 2414 9548
Password: 3CKbtw**

AGENDA

- I. Call to Order**
- II. Roll Call and Establishment of Quorum**
- III. Approval of Minutes from May 27, 2020**
- IV. Action Items**
 - **Approval of Amendment No. 1 with Independent Consultant Agreement No. 534 with MTGL, Inc. for the Glendale High School Aquatic Center's Specialty Inspection Services**
 - **Approval of Project Authorization No. 001 with DC Architects for Architectural Services at the Glenoaks Elementary School New Building Project**
 - **Approval of Project Authorization No. 001 with Rachlin Partners for Architectural Services at the Monte Vista Elementary School New Building Project**
- V. Other Business**
 - **Next Meeting Date – Monday, August 3, 2020 at 5:30 p.m.**
- VI. Adjourn**

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

SFAC Meeting Minutes

July 6, 2020

The Superintendent's Facility Advisory Committee meeting was held via video conference on Monday, July 6, 2020

Committee Members on the Call:

Reinard Knur	Una Chung-Iwasaka
Nejdeh Avedian	Harmik Aghanian

Staff and Board Liaisons included:

Dr. Vivian Ekchian, Superintendent
Dr. Armina Gharpetian, Board Member
Shant Sahakian, 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 5:34 p.m.

II. Roll Call and Establishment of Quorum

A roll call was taken and a quorum was reached.

III. Approval of Minutes from May 27, 2020

Committee member Reinard Knur made a motion to approve the minutes of the May 27, 2020 meeting. Committee member Una Chung-Iwasaka seconded the motion. All Committee members unanimously agreed.

IV. Action Items

- **Approval of Amendment No. 1 to Independent Consultant Agreement No. 534 with MTGL, Inc. for the Glendale High School Aquatic Center's Specialty Inspection Services**

On May 21, 2019, the Board approved the award of agreement with MTGL, Inc. for the Glendale High School Aquatic Center's Specialty Inspection Services in the amount of \$144,411.

Amendment No. 1 in the amount of \$126,806.50 accounts for additional cost of testing, specialty inspections and reporting activities required due to unforeseen conditions, and changes required by the Division of State Architecture and the Los Angeles County Department of Public Health. This Amendment increases the total agreement to \$271,217.50 and is included in the original project budget. This project is funded by Measure S, Capital Outlay, and Prior State funds.

Una Chung-Iwasaka asked if the pool has arrived at Glendale High School. Mr. Kassabian informed the Committee that the pool is at the site and installation is nearing completion, but it is not filled yet. Reinard asked why the cost doubled from the original amount. Mr. Kassabian noted that the increase in costs was due to unforeseen conditions that had to be addressed in order to obtain approval from the LA County Department of Public Health. The Health Department reviewed site conditions, reclaimed water lines, gas lines, and waste lines. The increase was due to the number of hours that had to be spent on the project to obtain inspection approval.

Harmik Aghanian asked if the District anticipates a change order from the contractor. Mr. Kassabian noted that the District has received PCO's for the project and staff is in negotiations with the contractor to obtain a fair price on the changes. The work completed by MTGL, Inc. is on a time and materials basis, but the work has not been completed yet. This addition to the agreement is expected to be sufficient through the end of the project.

Una Chung-Iwasaka asked why these additional inspections were such a surprise. Mr. Kassabian noted that the reclaimed water lines were added in recent years, and these changes required additional inspections that were not anticipated. All items addressed by the Department of Public Health need to be addressed and brought up to current code before moving forward with the project.

Dr. Armina Gharpetian asked staff to include the percentage of the construction cost in communications to the Board. Mr. Kassabian informed the Committee that this agreement is 2% of the total construction cost, which is within the industry standard of 2-3%. Una Chung-Iwasaka asked to confirm if it is still 2% despite the total nearly doubling. Mr. Kassabian noted that the total is still 2.06% of the construction cost.

Reinard Knur asked if the pool is in-ground so that any plumbing or unforeseen underground conditions are done. Mr. Kassabian noted that the contractor is now working above ground. Only any additional lighting added would require additional underground work. The scope of work going forward is above ground.

- **Approval of Project Authorization No. 001 with DC Architects for Architectural and Engineering Services at the Glenoaks Elementary School New Building Project**

On May 19, 2020, the Board approved a project and budget allocation for a construction of a new modular classroom building at Glenoaks Elementary School. Following the approved budget allocation, Planning and Development staff began working with DC Architects to develop a contractual agreement, budget, and timeline for this project.

Project Authorization No. 001 calls for DC Architects to provide architectural and engineering services for construction of a new modular building at Glenoaks Elementary School, interim housing, site development and relocation of utilities as required. The estimated construction cost for the project is \$7,048,400 and the architectural fee for this project totals \$375,736. This agreement will be amended to reflect the actual construction costs following the receipt of bids for the project.

This project is funded by Measure S – Glenoaks Elementary School New Building project funds.

Reinard Knur asked if the architectural agreement would increase with any change orders. Mr. Kassabian noted that with the exception of change orders due to errors and omissions, any other change orders would increase the architectural agreement. The District does not pay the architect for increases due to errors and omissions. Dr. Gharpetian asked to confirm the architectural firm for the Monte Vista Elementary School project. Mr. Kassabian noted that the firm for Glenoaks is DC Architects, and for Monte Vista is Rachlin Partners.

- **Approval of Project Authorization No. 001 with Rachlin Partners for Architectural and Engineering Services at the Monte Vista Elementary School New Building Project**

On May 19, 2020, the Board approved a project and budget allocation for a construction of a new modular classroom building at Monte Vista Elementary School. Following the approved budget allocation, Planning and Development staff began working with Rachlin Partners to develop a contractual agreement, budget, and timeline for this project.

Project Authorization No. 001 calls for Rachlin Partners to provide architectural and engineering services for construction of a new modular building at Monte Vista Elementary School, interim housing, site development and relocation of utilities as

required. The estimated construction cost for the project is \$7,269,800 and the architectural fee for this project totals \$384,322. This agreement will be amended to reflect the actual construction costs following the receipt of bids for the project. This project is funded by Measure S – Monte Vista Elementary School New Building project funds.

Harmik Aghanian asked if this is a common way of assigning fees due to the architectural firm, with an increased fee due to increased construction costs. Mr. Kassabian reminded the Committee that architectural fees are paid on a sliding scale, and lump sum fees tend to be higher. Mr. Dickinson noted that the construction method selected reduces the architect's ability to increase costs. Traditional construction would likely result in higher costs due to the ability to increase the scope of work and changes to the project. Una Chung-Iwasaka pointed out that both agreements are the same, and Mr. Dickinson confirmed that this is a standard District agreement, and the sliding scale structure is common in the industry.

Una Chung-Iwasaka asked why the cost for the Glenoaks Elementary School project is higher than Monte Vista Elementary School, when the opposite was estimated previously. Mr. Kassabian informed the Committee that American Modular Systems (AMS) visited the sites several times with a crane company to help obtain more accurate estimates. The increased cost for Glenoaks is due to slightly more difficult site access, where Monte Vista has wider streets that facilitate crane access. On prefabricated buildings, the architect will mainly be working on the site and setting of the building.

Una Chung-Iwasaka asked if this an internal budget, and if the costs are expected to increase. Mr. Kassabian noted that the estimates were calculated using estimates from AMS, and the architectural firms determined the estimated cost of site work. Exact costs will only be obtained after the project is bid out. These estimates are more accurate than other projects in the past because staff obtained conceptual designs and details for the project.

Reinard Knur asked if DSA plans are ready for the projects. Mr. Kassabian noted that staff does not have plans ready yet, but with modular buildings, plans are already DSA approved. Site work will still have to be approved by DSA. The projects are expected to take 2-2.5 years to be complete. Una Chung-Iwasaka asked if these projects will require specialty inspections. Mr. Kassabian informed the Committee that both projects will require an Inspector of Record for DSA inspections, a specialty inspection firm for materials testing, and soils testing.

Reinard Knur asked about the cost of interim housing. Mr. Kassabian informed the Committee that because the new buildings will be located where the current bungalows are set, they will require relocation for interim housing during construction. Once construction is complete, the bungalows may be sold or relocated as needed. Mr. Dickinson reminded the Committee that the budget for the Glenoaks Elementary School project is \$12.8 million and for Monte Vista Elementary School project is

\$12.7 million. These budgets include FF&E, soft costs, and contingency. Una Chung-Iwasaka asked how COVID-19 is affecting the construction market. Mr. Kassabian informed the Committee that the construction market is very healthy. Staff has seen an increase in bidders who attend job walks and has obtain fair pricing for projects. There is a possibility of changes in 2021, but staff cannot anticipate details.

Committee member Una Chung-Iwasaka made a motion to approve the three action items. Committee member Harmik Aghanian seconded the motion. All Committee members unanimously agreed to approve the action items.

V. Other Business

● **District Updates**

Reinard Knur asked for an update on the current Measure S funding. Mr. Dickinson informed the Committee that there are approximately \$22.5 million unallocated in Measure S funds.

Harmik Aghanian asked if the District has any plans to change infrastructure or connectivity to improve remote learning. Mr. Dickinson informed the Committee that there are currently additional infrastructure needs. Additional devices have been purchased to support students. Dr. Ekchian noted the importance of closing the digital divide, which is evident during the COVID-19 period. The model established by the Public Health Department will determine the District needs and the Board's decisions.

The Committee continued a discussion on the start of the upcoming 2020/2021 school year, including established instructional minutes, PPE purchased by the District, and possible HVAC improvements and future needs.

Nejdeh Avedian asked if the District has determined how COVID-19 expenses will be paid. Mr. Dickinson informed the Committee that the District has received approximately \$5.7 million in the first round of funding, and additional funds are anticipated. Dr. Ekchian noted that the District is keeping track of all COVID-19 related expenses including supplies and additional staffing. Mr. Kassabian noted that this includes costs that impacted the Glendale High School Aquatic Center, which are expected to be returned to Measure S.

Staff will be looking into Committee members' end of term dates and reaching out to previous applicants who may be interested in serving on the Committee.

- **Next Meeting Date** – Monday, August 3, 2020 at 5:30 p.m. via video conference.

VI. Adjourn

The meeting was adjourned at 6:45 p.m.