

GLENDALE UNIFIED SCHOOL DISTRICT

**Superintendent's Facility Advisory Committee (SFAC) Meeting
Tuesday, September 29, 2020**

5:30 p.m.

**Zoom Conference Meeting
Meeting ID: 874 8527 9908
Password: 956065**

AGENDA

- I. Call to Order**
- II. Roll Call and Establishment of Quorum**
- III. Approval of Minutes from September 8, 2020**
- IV. Action Items**
 - **Change Order No. 1 to Bid No. 196-19/20 with Chalmers Construction Services, Inc. for Window Replacement at Keppel Elementary School and Notice of Completion**
 - **Change Order No. 1 to Bid No. 197-19/20 with Chalmers Construction Services, Inc. for Concrete Replacement at Wilson Middle School and Notice of Completion**
 - **Change Order No. 3 to Lease-Leaseback Contract with Balfour Beatty Construction for the Glendale High School Aquatic Center**
 - **Amendment No. 2 to Independent Consultant Agreement No. 534 with MTGL, Inc. for the Glendale High School Aquatic Center's Specialty Inspection Services**
- V. Other Business**
 - **Next Meeting Date – Monday, October 26, 2020 at 5:30 p.m.**
- VI. Adjourn**

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

SFAC Meeting Minutes

September 29, 2020

The Superintendent's Facility Advisory Committee meeting was held via video conference on Tuesday, September 29, 2020

Committee Members on the Call:

Reinard Knur
Una Chung-Iwasaka
Neda Farhoumand

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

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 5:35 p.m.

II. Roll Call and Establishment of Quorum

A roll call was taken and a quorum was not reached. An email vote will be obtained.

III. Approval of Minutes from September 8, 2020

Committee member Reinard Knur made a motion to approve the minutes of the September 8, 2020 meeting, as amended. Committee member Una Chung-Iwasaka seconded the motion. All Committee members unanimously agreed. An email vote will be obtained from members who are not present. The Committee held an informal site visit at Glendale High School on September 14, 2020. Minutes for this meeting were not required.

IV. Action Items

- **Change Order No. 1 to Bid No. 196-19/20 with Chalmers Construction Services, Inc. for Window Replacement at Keppel Elementary School and Notice of Completion**

On April 7, 2020, the Board approved the award of Bid No. 196-19/20 to Chalmers Construction Services, Inc. for the window replacement project at Keppel Elementary School in the amount of \$425,900.

Following the start of the construction, District staff encountered changes to the project that resulted in an increase to the contract. These changes included the installation of two additional windows (as requested by District Administration), asbestos abatement that was previously encapsulated and undetected in the hazardous materials report, and additional concrete due to differences in sizes of window openings.

Change Order No. 1 in the amount of \$40,516.19 accounts for these changes to the contract. This Change Order represents a 9.51% increase to the original contract and is included in the previously allocated 10% project contingency. This increases the original contract total to \$466,416.19.

This project was completed in a satisfactory manner as of August 16, 2020, and was funded by Measure S – Summer Projects and Deferred Maintenance Project funds.

- **Change Order No. 1 to Bid No. 197-19/20 with Chalmers Construction Services, Inc. for Concrete Replacement at Wilson Middle School and Notice of Completion**

On May 5, 2020, the Board approved the award of Bid No. 197-19/20 to Chalmers Construction Services, Inc. for the concrete replacement project at Wilson Middle School in the amount of \$367,400.

Following the start of the construction, additional concrete work would be required at the site to address water drainage concerns and to replace spalling concrete adjacent to new work areas.

Change Order No. 1 in the amount of \$35,440 accounts for these changes to the contract. This Change Order represents a 9.65% increase to the original contract and is included in the previously allocated 10% project contingency. This increases the original contract total to \$402,840.

This project was completed in a satisfactory manner as of September 15, 2020, and was funded by Measure S – Summer Projects funds.

Committee member Reinard Knur asked if there are any plans for shade structures in this area. Mr. Kassabian noted that there are no immediate plans. Some of the round tables at the site come with umbrellas, and there is a shaded pathway surrounding the concrete area and at the lunch shelter. This is still a possibility for the future. Mr. Knur noted that this would be a great improvement to the school if completed. Mr. Kassabian also noted that none of the mature existing trees were removed, and the continue to provide shade.

- **Change Order No. 3 to Lease-Leaseback Contract with Balfour Beatty Construction for the Glendale High School Aquatic Center**

On July 16, 2019, the Board approved the award of Lease-Leaseback contract to Balfour Beatty Construction for the Glendale High School Aquatic Center in the amount of \$13,348,345. This project budget allocation included the approval of a \$400,000 owner contingency for unforeseen conditions, and was not a part of the Contractor Guaranteed Maximum Price (GMP).

On August 11, 2020, the Board approved Change Order No. 1 in the amount of \$207,883.00, which accounted for unforeseen conditions, modifications, and regulatory requirements. On September 1, 2020, the Board approved an additional budget allocation of \$1,014,649 for the project to cover additional the project costs. On September 15, 2020, the Board approved Change Order No. 2 in the amount of \$179,102, which accounted for additional items on the project as approved by the Board.

Planning and Development staff has continued to negotiate final costs of additional portions of the approved items on the project. This included the relocation of the existing water tank and associated structural work, installation of a new 3Form sign, and the conversion of the Aquatic Center's mechanical building's storage room to a public restroom. The total cost for these items was negotiated to \$107,518.

In an effort to realize a cost savings on the Glendale High School Tennis Court Renovation and the Sports Field Lighting Projects, Balfour Beatty Construction will be completing various portions of the work concurrently with the Aquatic Center Project. Staff has finalized negotiations for the final costs of the Sports Field Lighting Project and portions of the Tennis Court Renovation Project. This includes the installation of lighting infrastructure for the baseball and softball fields in the amount of \$20,584 (funded by Capital Outlay funds), as well as grading, landscaping, and concrete work for the Tennis Court Renovation Project in the amount of \$145,125 (funded by Capital Outlay and Routine Restricted Maintenance funds). This portion of the added scope of work will be included as part of the contractual work being performed by Balfour Beatty Construction and is included in this Change Order, but will be paid for out of their respective project funding sources.

Change Order No. 3 in the amount of \$273,227 accounts for the changes on the Glendale High School Aquatic Center project, as well as work for the Tennis Court

Renovation Project and the Sports Field Lighting Project. This Change Order represents a 4.94% cumulative increase to the original contract and is within approved project budgets, as well as the 10% project Change Order limit. This increases the total construction contract to \$14,008,557.

This project is funded by Measure S, Capital Outlay, Routine Restricted Maintenance, and Previous State funds.

Committee member Una Chung-Iwasaka thanked Mr. Kassabian for his work on the project and for the Planning and Development Department, including the attention to detail and the oversight on this and other projects. Mr. Knur agreed with Ms. Chung-Iwasaka's comments, as did Dr. Ekchian. Mr. Kassabian noted that the District has a great team in the department and District Administrators who are supportive.

Dr. Ekchian informed the Committee that Mr. Kassabian has worked tirelessly, seven days a week, since COVID began affecting the District and staff began preparing campuses.

- **Amendment No. 2 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. On July 14, 2020, the Board approved Amendment No. 1 in the amount of \$126,806.50, which accounted for the additional cost of testing and specialty inspections.

Staff has since worked with MTGL, Inc. to determine the final cost of specialty inspections that would be required to complete the project. Due to COVID 19 pandemic delays, the consultant estimates that a total of \$79,265 in additional inspection costs will be required through the end of the project.

Amendment No. 2 in the amount of \$79,265.00 accounts for additional cost of testing, specialty inspections and reporting activities required. This Amendment increases the total agreement to \$350,482.50 and is included in the approved project budget.

The total cost for specialty inspections is 2.63% of the original construction costs, and is within the standard industry amount of 3%. This project is funded by Measure S, Capital Outlay, and Prior State funds.

Committee member Reinard Knur made a motion to approve the action items as listed. Una Chung-Iwasaka seconded the motion. All Committee members present agreed. Staff will obtain email votes from members who were not present at the meeting.

V. Other Business

- **Additional Questions** – Committee member Reinard Knur asked about the status of a potential groundbreaking ceremony at the new building projects. Mr. Kassabian noted that this will not take place until after DSA approval of the project, and once the project is out to bid. The manufacturing of the building will begin after approvals from DSA. Mr. Dickinson noted that a groundbreaking ceremony could be held in the spring, with completion anticipated in time for the 2022-2023 school year.

Mr. Knur asked how many modular buildings there currently are in the District. Mr. Kassabian informed the Committee that there are two prefabricated buildings at Keppel Elementary School, a few buildings at Roosevelt Middle School, and most recently the Sports Medicine Building at Crescenta Valley High School, and all are in good condition.

Dr. Gharpetian noted that the Los Angeles County Public Health Department has recently made an announcement regarding elementary school waivers. Dr. Ekchian noted that she will confirm with the Public Health Department regarding the submission of waivers for TK, kindergarten, and first grade to be able to return to campuses within the 10% allowed.

Mr. Knur asked what the justification is for starting with younger students rather than older. Dr. Ekchian noted that the greatest need for students and their inability to function independently using distance learning as their primary mode of instruction, as well as the social-emotional health and their ability to remain focused for a significant period of time. Ms. Chung-Iwasaka asked if this would be a parent's choice if they want to keep their child at home or send them to school. Dr. Ekchian noted that the District will have to examine how many students would fit into the 10%. This could be encouraging to the declining enrollment at the kindergarten level.

Dr. Gharpetian noted that SB98 clearly states that school districts shall provide in-person instruction by 2021. Dr. Ekchian noted that the phasing in of students would have to be gradual, but the schools will be ready.

- **Next Meeting Date** – The next meeting will be held on Monday, October 26, 2020 at 5:30 p.m. via video conference.

VI. Adjourn

The meeting was adjourned at 6:22 p.m.