

MENLO PARK CITY SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE - REGULAR MEETING

AGENDA

Wednesday March 4, 2015
4:00-4:30 p.m.
District Office
181 Encinal Ave, Atherton, CA

Regular Bond Oversight Committee meetings are open to the public. Prior to any final action being taken on any item, or prior to moving on to a new item, members of the public in attendance are invited to address the Committee regarding items under consideration.

I. CALL TO ORDER AND ROLL CALL

II. REVIEW AND AMEND THE AGENDA

Amendments to the agenda may be made at this time.

III. COMMENTS FROM THE AUDIENCE

Under Comments from the Audience, the public may address the Committee on any subject not listed on the agenda. An individual may only address the Committee once under this item. Three (3) minutes may be allotted to each speaker but can be extended by a Committee member, if so desired. The Committee cannot act on non-agenda items and cannot respond to issues other than to provide general information. The individual shall state his/her name and address before addressing the Committee.

IV. CONSENT AGENDA

Information concerning the consent items listed below has been forwarded to each Board Member prior to the meeting for study. All items on the consent agenda are routine in nature and will be acted upon in one single motion. If any member of the Board, the Superintendent, or the public so requests, an item shall be removed from the consent agenda and will be placed on the regular order of business following the approval of the consent agenda for separate discussion and action.

Approval of Items on the Consent Agenda

- A. Approval of Bond Oversight Committee Meeting Minutes – October 8th 2014
- B. Approval of Reports/Discussion Items from January 28 meeting
 - 1. Bond Program Planning and Design Update
 - a. Laurel ES Upper Campus
 - 2.. Contractor Selection for Laurel ES Upper Campus
 - 3. Value Engineering Process and Next Steps
 - 4. Review/Discuss Expenditures Report to date

V. REPORTS/DISCUSSION ITEMS

VI. ACTION ITEMS

- A. Schedule next meeting

VII. ADJOURNMENT

Copies of materials for the Committee meeting are available at the District Office prior to the Committee meeting. The District Office is located at 181 Encinal Avenue, Atherton, California.

Bond Oversight Committee meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the Superintendent at least seven working days before the meeting by telephone at 321-7140 or by fax at 321-7184. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.

MENLO PARK CITY SCHOOL DISTRICT
CITIZENS' BOND OVERSIGHT COMMITTEE - REGULAR MEETING

MINUTES

Wednesday October 8, 2014
4:00-5:00 p.m.
District Office
181 Encinal Ave, Atherton, CA

I. CALL TO ORDER AND ROLL CALL

The Citizen's Bond Oversight Committee was called to order at 4:03pm by Committee Chair member Rutsky. Committee member Brahama, Director of Facility Planning and Construction Sheikholeslami and CBO White were also present.

II. REVIEW AND AMEND THE AGENDA

There were no amendments made to the agenda.

III. COMMENTS FROM THE AUDIENCE

There were no comments from the audience.

IV. CONSENT AGENDA

Approval of Items on the Consent Agenda

A. Approval of Bond Oversight Committee Meeting Minutes – June 4th 2014.

The minutes were approved under the consent agenda, along with one change. Under section C. Sales of School Bonds, it should read: "The District received an AAA rating from Standard and Moody's."

V. REPORTS/DISCUSSION ITEMS

Director Sheikholeslami checked with Tim Fox and reported that 3 members are needed in order to obtain quorum.

A. Bond Program Planning and Design Update

1. Laurel ES Upper Campus

On 9/9/14 the Negative Declaration and Laurel project was approved by the Board. We have 30 days to file the Notice of Determination with the County. There is also a \$2000 fee for Fish and Game. There was an Initial Study which went to the State Clearinghouse as well.

A PEA (preliminary endangerment assessment) is being drafted for DTSC.

Termicide was found, but only house cleanings are necessary. There is no need to prepare a Removal Action Work plan. Base rock was found to have low levels of naturally occurring asbestos. But with training and control from the construction crew it won't be an issue. It sometimes exists in natural occurring rock.

Director Sheikholeslami met with the City regarding Safe Routes to School.

Discussion was made regarding the sidewalks along O'Connor St., parking control, and joint use with the County. Crossing at Willow and Coleman is busy and an area of concern.

The Fire Department approved the plans. Submission to DSA occurred on 9/11/14 and is on schedule. The State through the DSA makes the final approval of the plans. The County is consulted for the kitchen, and the City regarding drainage and encroachments.

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The District is making efforts to minimize energy use. Thermal comfort is important so design measures that accomplish the goal are being incorporated into the design.

- B. Contractor Selection Process for Laurel ES Upper Campus
The District has chosen the Lease Leaseback method for the selection of the contractor. A contractor is chosen based on qualifications and negotiations. The contractor becomes the developer and the District buys off the lease with payments to the contractor at the end of the project. This process allows for more flexibility and the ability to get the best price through a selection process with RFQs. Preconstruction services will happen first. The preliminary work is guaranteed at maximum GMP pricing. Pricing includes square footage and amenities are estimated to be about 19M plus contingency. There was a interview of potential contractors which former Board member Mark Box, current Board member Jeff Childs, Director Sheikholeslami, CBO White, architect Erwin Lee and construction management Ralph Caputo attended as a commitee.
- C. Budget Review
The District will be conducting an annual review of the 2013-2014 budget in October. There are development fees and school impact fees which are looked at. For example, \$700K-1M was earned from those fees plus Measure M. 1.5M will be moved from project savings, an estimated \$350K from development fees, \$167K planning costs, and Audio Visual costs might be separated. The CBOC's responsibility will be to oversee the 23M from the Bond's funds. The annual audit's results will be shared with the Committee in January.
- D. Review/Discuss Expenditures Report to date

VI. ACTION ITEMS

- A. Schedule next meeting
The next meeting may be in January on a Wednesday. KG to schedule.

VII. ADJOURNMENT

The meeting adjourned at 4:49pm.

Signature of Approval _____ Date _____

Menlo Park City School District
Consolidated Expenditure Detail

Budgets by Fund, and Expenditures by Object Code

Printed: 1/22/2015
AccountAbility

WARNING: (2) Unposted Changes

Code		Category - Item		O'Connor - O'Connor (2)				
Funding Sources								
Fund Code		Description		Budget				
Total Funding Sources				28,107,527				
State	State	-						
Local	Local	28,107,527						
21	General Obligation Bonds		25,843,163					
25	Developer Fees		1,100,000					
40	Special Reserve for Facilities		1,164,364					
Expenditures								
Object Code		Description		Budget	Committed	Expended	Remaining	Variance
Total Expenditures				28,107,527	1,868,315	1,495,326	372,989	26,239,212
A	Site Costs		209,456	141,965	132,714	9,251	67,491	
6140	Surveying Costs		35,456	35,456	34,256	1,200	-	
6150	Site Support Costs		24,000	23,050	19,702	3,348	950	
6173	Hazard Waste Removal		150,000	83,459	78,756	4,703	66,541	
B	Planning Costs		2,014,134	1,460,760	1,200,750	260,010	553,375	
6210	Architect / Engineering Fees		1,654,500	1,306,715	1,048,971	257,744	347,785	
6230	DSA Fees		135,000	120,250	120,250	-	14,750	
6240	CDE Fees		13,000	-	-	-	13,000	
6255	Geotechnical Engineering Svs		22,134	22,134	20,300	1,834	-	
6260	Other Costs - Planning		189,500	11,660	11,229	432	177,840	
C	Construction Costs		23,989,301	265,590	161,862	103,729	23,723,711	
6270	Main Construction Contractor		22,819,732	-	-	-	22,819,732	
6272	Construction Management Fees		785,000	265,590	161,862	103,729	519,410	
6275	Other Costs - Construction		364,569	-	-	-	364,569	
6276	Interim Housing		20,000	-	-	-	20,000	
D	Construction Testing Costs		200,000	-	-	-	200,000	
6280	Construction Tests		200,000	-	-	-	200,000	
E	Construction Inspection Costs		340,000	-	-	-	340,000	
6285	Inspections		340,000	-	-	-	340,000	
F	Furniture & Equipment Costs		594,635	-	-	-	594,635	
6410	Furniture & Equipment		320,635	-	-	-	320,635	
6415	Technology Equipment		274,000	-	-	-	274,000	
G	Project Contingency		760,000	-	-	-	760,000	
6999	Project Contingency		760,000	-	-	-	760,000	
Balance Remaining				0				