



**Measure V
Citizens' Oversight Committee**

**Thursday, January 8, 2009 A G E N D A
Facilities Department Conference Room
343 Brown Street, Vacaville, CA 95688 -- 6:00 PM**

1. ESTABLISH QUORUM/CALL TO ORDER

2. APPROVAL OF AGENDA

Motion by _____ Second by _____

That the agenda be approved as presented/amended.

3. APPROVAL OF MINUTES

November 17, 2008 Regular Meeting

Motion by _____ Second by _____

That the minutes listed above be approved as presented/amended.

4. COMMENTS FROM THE FLOOR ON ITEMS NOT ON THE AGENDA

(3-Minute Time Limit Per Individual)

Persons wishing to speak to items not on the agenda are asked to complete "A Request to Speak" card and present it to the Chairperson prior to the meeting. Subjects not on the agenda may be introduced at this time, but no action may be taken on them at this meeting. Please stand and state your name for the record.

COMMENTS FROM THE FLOOR ON ITEMS ON THE AGENDA

(3-Minute Time Limit Per Individual)

Persons wishing to speak to items on the agenda are asked to complete "A Request to Speak" card and present it to the Chairperson prior to the meeting. You will be given an opportunity to speak on the subject at the time the item is discussed by the Committee. When you address the Committee, please stand and state your name for the record.

No motion needed. For information only.

5. 2007/08 FINANCIAL AUDIT REPORT

Mr. Steve Wescoatt, Auditor with Perry-Smith, will present the 2007/08 Financial Audit and answer questions. This annual financial audit is required as part of the Measure V program. The financial audit of Measure V funds is done as part of the District's overall annual financial audit of all funds.

Motion by _____ Second by _____

To approve the financial audit report for the 2007/08 year.

6. 2007/08 PERFORMANCE AUDIT REPORT

Mr. Steve Wescoatt, Auditor with Perry-Smith, will present the 2007/08 Performance Audit and answer questions. This annual performance audit is required as part of the Measure V program.

Motion by _____ Second by _____

To approve the 2007/08 Performance Audit.

7. BUDGET AND EXPENDITURE REPORTS FOR CURRENT PROJECTS AND PROGRAM

Staff and program managers will provide information and answer questions on the Budget/Expenditure Reports for current projects and for the Measure V program. Staff recommends approval.

Motion by _____ Second by _____

To approve Budget/Expenditure Reports as a valid Measure V expenditure.

8. LOW VOLTAGE DESIGN AND PROGRAM MANAGEMENT SERVICES CONTRACT, AMENDMENT #1, CAPITAL PROGRAM MANAGEMENT, INC.

The District currently has a contract with CPM to perform low voltage design and project management services for various projects. The current contract is for a two-year term starting July 1, 2007 through June 30, 2009, in the \$1,156,376.00, or \$578,188.00 per year. This Amendment #1 would increase that amount by \$340,000.00 related to extra projects and changes in projects that require extra services to be performed that were not included in the original contract scope of work. Staff recommends approval as a valid Measure V expenditure.

Motion by _____ Second by _____

To approve Amendment #1, Capital Program Management, Inc., low voltage services contract, in the amount of \$340,000.00, as a valid Measure V expenditure.

9. ALLOWANCE AND CONTINGENCY TRACKERS (ACT) FOR THE FOLLOWING PROJECTS:

- a) Fairmont Charter Elementary School New Construction, Increment I
- b) Fairmont Portable Classroom Relocation
- c) Will C. Wood HS Modernization, Increments I and II
- d) Orchard Marquee Sign
- e) Sierra Vista Marquee Sign
- f) Zunino Switchgear
- g) Vaca Pena Middle School Modernization, Increments I and II

The Lease-Leaseback method of construction project delivery allows us to provide cost savings and time savings that have now been proven in 100% of our projects. In order to reconcile the actual project costs to the budget, an ACT is provided on each project. Costs are tracked in real time during the project by all team members. This provides strict accountability on costs. The project team

members will provide information on the ACTs for each of the above projects. Staff recommends approval of these costs and the final reconciliations as valid Measure V expenditures.

Motion by _____ Second by _____

To approve the Allowance and Contingency Trackers for the following projects, as a valid Measure V expenditure: Fairmont Charter Elementary School New Construction, Increment I; Fairmont Portable Classroom Relocation; Will C. Wood HS Modernization, Increments I and II; Orchard Marquee Sign; Sierra Vista Marquee Sign; Zunino Switchgear; and Vaca Pena Middle School Modernization, Increments I and II, as valid Measure V expenditures.

THE FOLLOWING ITEMS #10 THROUGH #15 ARE FROM THE NOVEMBER 20, 2008 BOARD MEETING AND WERE REVIEWED AND APPROVED BY THE CITIZENS' OVERSIGHT EXECUTIVE COMMITTEE PRIOR TO THAT BOARD MEETING.

10. PUBLIC HEARING REGARDING NOTICE OF CONSIDERATION OF DEDICATION OF REAL PROPERTY TO THE CITY OF VACAVILLE AND RESOLUTION TO DEDICATE REAL PROPERTY TO THE CITY OF VACAVILLE FOR THE PURPOSE OF STREET IMPROVEMENTS

As part of a Safe Routes to Schools Peabody/Marshall Road Intersection Improvement Project, the District is requested by the City of Vacaville to dedicate 0.2 acre along Peabody and Marshall Roads to the City. This item was first heard by the Board at its regular meeting on November 6, 2008. A public hearing was noticed at that time, was posted in three public places and was advertised at least 10 days prior to the public hearing. After the public hearing is closed, an action will be considered.

After the public hearing, if no protest is submitted, the District's governing board can adopt the resolution authorizing the dedication of the easement by a two-thirds (2/3) vote of all of its members, and direct the president of the governing board to execute the dedication document(s).

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With the public hearing concluded, the District's governing board may now adopt the resolution authorizing the dedication of the easement by a two-thirds (2/3) vote of all of its members, and direct the president of the governing board to execute the dedication document(s).

The resolution the governing board is considering in connection with this action is the second of two resolutions and is the final resolution that must be adopted to authorize the proposed dedication of real property to the City.

No motion needed. For information only.

11. ZUNINO STADIUM ELECTRICAL SWITCHGEAR PROJECT: FACILITY LEASE AGREEMENT, AMENDMENT #1, ROEBBELEN CONTRACTORS, INC.

The current facility lease agreement for this project is in the amount of \$81,419.00. The Amendment #1 would decrease the lease amount by \$5,543.67 due to unused allowances and general conditions. If approved, the amendment would bring the lease amount to \$75,875.33. Staff recommends approval as a valid Measure V expenditure.

Committed to promoting, building, sustaining and upholding the best educational environment for our schools.

Motion by _____ Second by _____

To approve Amendment #1, Facility Lease Agreement, Zunino Stadium Electrical Switchgear Project, with RCON, in the amount of a credit of \$5,543.67, as a valid Measure V expenditure.

12. FAIRMONT CHARTER ELEMENTARY SCHOOL NEW CONSTRUCTION PROJECT: ARCHITECTURAL/ENGINEERING SERVICES CONTRACT, AMENDMENT #3, ANOVA ARCHITECTS, INC.

The current architectural/engineering services contract with ANOVA Architects, Inc. is in the amount of \$1,302,443.00. This Amendment #3 would increase the contract by \$20,085.00 for services related to the relocation of five portable classrooms not included in the original contract. If approved, the new contract would be in the amount of \$1,322,528.00. Staff recommends approval as a valid Measure V expenditure.

Motion by _____ Second by _____

To approve Amendment #3, A/E Services Agreement, Fairmont Charter Elementary School New Construction Project, ANOVA Architects, Inc., in the amount of \$20,085.00, as a valid Measure V expenditure.

13. VACA PENA MIDDLE SCHOOL RENOVATION PROJECT, CLOSED CIRCUIT TV SYSTEM LOW VOLTAGE PROJECT, AMENDMENT #1, ATV VIDEO

This is a Measure V item. The Citizens' Oversight Executive Committee will review this item prior to the regular Board of Education meeting on November 20, 2008. This amendment would decrease the current contract of \$92,607.00 by a credit of \$9,021.36 for a new total contract of \$83,585.64. This decrease is due to unused general conditions and allowances. Staff recommends approval as a valid Measure V expenditure.

Motion by _____ Second by _____

To approve Amendment #1, Low Voltage CCTV Project contract, ATV Video, in the amount of a credit of \$9,021.36, as a valid Measure V expenditure.

14. VACA PENA MIDDLE SCHOOL RENOVATION PROJECT, CLOSED CIRCUIT TV SYSTEM LOW VOLTAGE PROJECT, ATV VIDEO, NOTICE OF COMPLETION

The project team has certified that this project is ready for a Notice of Completion to be filed. The NOC will be filed with the County of Solano as required by law.

No motion needed. For information only.

15. WILL C. WOOD HS THEATRE AND CAFETERIA RENOVATION PROJECT, ARCHITECTURAL/ENGINEERING SERVICES CONTRACT, ANOVA ARCHITECTS, INC.

As part of the overall Will C. Wood HS Renovation Project, the theatre and cafeteria renovation will be administered separately. The separation will allow for better phasing and to provide clear documentation for the State facility funding program. This contract is required to provide A/E services for this project. ANOVA Architects, Inc. is currently performing similar services at this site.

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This contract for design services is in the not-to-exceed amount of \$14,000.00. Staff recommends approval as a valid Measure V expenditure.

Motion by _____ Second by _____

To approve the A/E services contract with ANOVA Architects, Inc., in the amount of \$14,000.00, as a valid Measure V expenditure.

THE FOLLOWING ITEMS #16 THROUGH #18 ARE FROM THE DECEMBER 11, 2008 BOARD MEETING AND WERE REVIEWED AND APPROVED BY THE CITIZENS' OVERSIGHT EXECUTIVE COMMITTEE PRIOR TO THAT BOARD MEETING.

16. WILL C. WOOD HIGH SCHOOL RENOVATION PROJECT, LOW VOLTAGE SERVICES, QUEST MEDIA AND SUPPLIES, AMENDMENT #1

The District currently has a contract with Quest Media and Supplies, Inc. for the structured cabling project at the Will C. Wood High School Renovation Project. This is a no-cost amendment and revises certain provisions in the contract in order to align with provisions that we typically use in our lease-leaseback process of project delivery. Staff recommends approval as a valid Measure V expenditure.

Motion by _____ Second by _____

To approve Amendment #1, Low Voltage Services Contract, Quest Media and Supplies, Inc., a no-cost amendment, as a valid Measure V expenditure.

17. FAIRMONT CHARTER ELEMENTARY SCHOOL NEW CONSTRUCTION PROJECT, INCREMENT I, FACILITY LEASE AGREEMENT, AMENDMENT #1, ROEBBELEN CONTRACTORS, INC.

The district currently has a facility lease agreement with Roebbelen Contractors, Inc. (RCON) for Increment I of this project, in the amount of \$282,384.00. This Amendment #1 would decrease this amount by \$854.00, to the new amount of \$281,530.00. The decrease is due to unused general conditions and allowances. Staff recommends approval.

Motion by _____ Second by _____

To approve Amendment #1, RCON, Fairmont Charter Elementary School New Construction Project, in the amount of a credit of \$854.00, as a valid Measure V expenditure.

18. FAIRMONT CHARTER ELEMENTARY SCHOOL NEW CONSTRUCTION PROJECT, INCREMENT I ONLY: NOTICE OF COMPLETION

The project team and architect have certified that this project is ready for a Notice of Completion to be prepared. It will be filed with the County of Solano, as required by law.

No motion needed. This is for information only.

CITIZENS' OVERSIGHT COMMITTEE – Agenda
January 8, 2009 6:00 pm
Facilities Department Conference Room
343 Brown Street, Vacaville, CA 95688

19. CHAIRMAN'S REPORT

20. COMMITTEE MEMBER DISCUSSION

21. STAFF REPORTS

1. Update on State budget crisis and effects on state school construction bonds, State School Facility Program (SFP) funding and VUSD projects, including WCW Renovation Increment III Facility Lease Agreement.
2. Construction report on active projects.
3. Report on Green School Summit.

22. FUTURE BUSINESS

Next Regular Meeting: March 12, 2009, 6:00 p.m.

Location: _____

23. ADJOURNMENT

Time: _____