



February 9, 2022 Minutes –COC Regular Meeting

Vacaville Unified School District- Held at Hemlock Elementary, 400 Hemlock St., Vacaville, CA 95688

Members Present:	Jeff Fletcher	David McCallum
	Mary Vasquez	Pamela Olson
	Ross Riesche	
Members Absent:	Mary Woo	
Guest Present	Robert Choisser	
Staff Present:	Dan Banowetz	

ESTABLISH QUORUM/CALL TO ORDER

The meeting was called to order by Mr. Fletcher at 6:03 p.m.

TOUR ACE CLASSROOMS – LED BY DAN BANOWETZ

APPROVAL OF AGENDA

A motion was presented by Mr. Riesche and seconded by Ms. Vasquez to approve the agenda as presented. This was carried by a 5-0 vote.

APPROVAL OF MINUTES

A motion was presented by Ms. Vasquez and seconded by Ms. Olson to approve the minutes as submitted. This was carried by a 5-0 vote.

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.

- No comment

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 comment

BUDGET/EXPENDITURE REPORTS

Budget Questions: On pg 6 there is a \$12,000.00 credit for a project – is that normal? A: Yes, that is normal, contracts are set up with a not-to-exceed amount in case of unexpected conditions and what is not used is returned to the projects. Q: pg 2 – Why is ACE/Hemlock only reported as 47% done? A: That is how much money has been spent on the project so far out of the budgeted amount.

Construction is at about 90% and has been impacted with difficulty in obtain supplies/electrical equipment. Q: pg 2 – Tech phase 3 money – what is that for? A: The technology budget is used to purchase all of the equipment, projectors, screens, etc.; the project budget is used to pay for installation. The equipment is often bought in advance of installation to avoid delays by shortages. Q: Is Measure A used to buy Chromebooks? A: Not now, it was used to get the initial purchase of chromebooks for the district. Q: WCW technology – why is that at 1%? A: It is harder to install while classes are in session, most of that work will be done during summer. Q: Installation there seems to be

a lot for this project? A: Yes, there are about 83 classrooms to work on. Q: pg 3 – the reserves listed at 1.6 million – what is that for? A: That is an emergency fund that has money in it because we took away phase 4. We'll know in April we'll have all of the bids for the remaining Measure A projects and we'll have a better idea about how much there is left to spend. As an update there were 14 contractors who showed up to the VHS Improvements project pre-bid walk which was a great turn out. Q: Why is there a program management? A: Fairfield hired more employees to handle their projects, Vacaville went with consultants. This way when a project is done, the job is over. VUSD is able to get more projects done at a higher rate of speed this way as well. Q: Is CPM transparent to the district? A: Yes, we are involved with the work, there are audits done – financial audits and performance audits where bids are pulled and reviewed. Q: When CPM is involved in a project and there is an issue – what is their responsibility? A: The contracts are written where the district has responsibility. If project issues occur because of the contractor, there are sometimes penalties to the contractor – liquidated damages. CPM has a short-term contract – the latest one takes them to the end of Measure A projects. Q: Is preference given to local contractors? A: We keep track of the percentage of jobs that go to local contractors, and encourage them to bid, but there aren't a lot of large contractors in Vacaville, and bids are not awarded based on locality. Q: pg 4 – VHS, referencing auto shop and wood shop projects. Why is the Wood shop 9 times the cost? A: Those were classrooms that were being converted from Auto Shop and Wood Shop to other classes. There was more work needed on the Wood Shop classroom, it was more of a conversion, and the Auto Shop class was more of a clean-up. Q: There is Wood shop and Robotics at Buckingham? A: Yes. Q: pg 20 – Hazmat consultant design – what is it? A: We have to have the consultants on projects in case there is anything that needs testing or checked. The contracts are issued at a not-to-exceed amount, so we pay for how much of their service is required. Q: What happens to project contingencies when they are a credit? A: They go back into the budget. Q: General contractor oven conversion at WCW café 998 – Why so expensive? A: That is where we should meet next month, there was a portion of the drawing that showed 3 serving lines and there was not enough power to run it. We had to run electricity from the transformer to the kitchen, it was an extensive project and that is where the cost came from. Q: WCW technology - \$240,000 of ADA work – it wasn't budgeted? A: No, it wasn't. The project was to put projectors in the rooms and the DSA stepped in and said it had to have 20% of the project spent on ADA work. Q: pg 60 – program expense –consultation – legal fees \$75,000.00 to \$170,000.00 – what is that for, why so much? A: The increases to the budget for legal fees was increased a few times since we began the Program with most budget changes made on an as needed basis. After we consolidated Phase 3 and 4, we updated the legal fees budget in February 2021 to reflect anticipated costs to get us through the program. Prior to that we were averaging over \$20K per fiscal year in services, so we took a conservative budget approach.

- Motion was made by Ms. Olson and seconded by Mr. McCallum to approve the Budget/Expenditure report as submitted. This was carried by a 5-0 vote.

STAFF REPORT

- a. Hemlock/ACE Improvements Project – Referenced tour taken earlier in meeting. There will be a lot of asphalt replacement on pathways by the portables that were going to be demolished, but that are now staying there.
- b. Markham Elementary Project – There are some warranty items to be completed, the kindergarten concrete fix will be happening over the February break. An issue was brought to our attention at the job fair which is the sensors in the MP room seem to have trouble when people are at the edges, and not the middle of the room. The lights were continually dimming; we are

looking at that issue and checking to see if there are any other issues that haven't been mentioned that need to be addressed.

- c. 100 McClellan Street Project- The crane is coming to place metal on the roof. The four classrooms have had their floors waxed and sealed. There are some fire alarm parts that are coming in, but the classrooms cannot be occupied yet due to their proximity to the construction site. We have projects that are starting ahead of time to try to get a jump start on completion and avoid delays in the project. Work on the old MP room will begin during Spring Break.
- d. VHS New Gym Project – The project is behind schedule. The contractor has a March 4th time frame for the structure work to be done. On Monday they are expecting delivery of a beam. There is a lot of documentation being kept to show that they are behind schedule if they don't achieve their June 30th completion date they will be subject to \$2,000.00/day fee. Paperwork will be shared with contractor in March to show documentation is being kept on the project for any follow-up.
- e. Browns Valley/Callison/Cooper Elementary Improvements – This project is coming out of DSA next week, bid openings will be happening in March.
- f. Alamo/Padan/Vaca Pena Middle Improvements – Same timeline as the Browns Valley/Callison/Cooper project except for the Alamo MP Room/Shade structure which will be done later. Q: Was property across the street from Alamo purchased with Measure A funds? A: No, it was funded by Developer fees.
- g. Future Facilities Board Workshop – March 5th and March 19th are under consideration for this meeting, Dan will update committee when a date is selected.
- h. Questions – Q: Are copies of the audit available? A: Yes, Mr. Banowetz will get a copy to those who are interested. Dan also shared about the FCMAT study that the district is doing to look at facilities and maintenance operations. He feels that it will show that they are lacking in custodians and grounds keepers and may redefine some jobs.

COMMITTEE MEMBER DISCUSSION – No discussion items brought forward.

FUTURE BUSINESS

- a. Next Regular Meeting: March 9, 2022 – 6 p.m.
Location: Will C. Wood Café 998 – 998 Marshall Rd, Vacaville, CA 95687
- b. Future Agenda Items – no additions.

ADJOURNMENT - Adjourn Time: 7:07 p.m.