



March 8, 2023 Minutes –COC Regular Meeting

Vacaville Unified School District- Held at ESC – 401 Nut Tree RD, Vacaville, CA 95687

Members Present:	Pamela Olson	Mary Woo
	Mary Vasquez	David McCallum
Member absent:	Jeff Fletcher	
Staff Present:	Dan Banowitz	

ESTABLISH QUORUM/CALL TO ORDER

The meeting was called to order by Ms. Vasquez at 6:01 p.m.

APPROVAL OF AGENDA

A motion was presented by Mr. McCallum and seconded by Ms. Olson to approve the agenda as presented. This was carried by a 4-0 vote.

APPROVAL OF MINUTES

A motion was presented by Ms. Olson and seconded by Ms. Woo to approve the minutes as submitted. This was carried by a 4-0 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

1. Budget Questions: Q: Is the budget report for this meeting an updated one? A: Yes, this is the March update. Q: pg. 13- Why did the consultant cost go down? A: We did not use all of the allowances, there is a percentage budgeted and if not all used, the money gets moved back into the project budget. Q. pg. 15 -There are a lot of funding transfers from Vaca Peña, why? A: The project was combined with Alamo and Padan, Alamo came in higher and Vaca Peña and Padan came in lower. Q: pg 59-61 – Cost changes from revised/initial budget-why? A: Some of it is change orders that come in from unforeseen conditions, some from change orders that the District wants, example: shade structures. Q: What is the large change order on the VHS New Gym? A: That is the final change order to close the project. Q: Why is F&H Construction 1.2 million more? A: Some scope was removed from the 100 McClellan Project, then the bids came in at 1.3 million under budget, so the 1.2 million is just adding some of the removed scope back into the project, like roof and HVAC work. Q: Are the changes shown cumulative amounts? A: Yes. Q: Why did the Schreder & Brandt contract go down? A: It is the savings from allowances not used. Some projects come in under budget, and the final change order shows the allowances deducted from the contract amount. Q: The committed total/percentages on pg. 61 – where are they coming from?

A: Some of the funding is coming from different funds/revenues – example: Developer fees. Q: Is Measure V over? A: yes.

- Motion was made by Mr. McCallum and seconded by Ms. Woo to approve the Budget/Expenditure report as submitted. This was carried by a 4-0 vote.

STAFF REPORT

- a. 100 McClellan Street (Buckingham) Project – Final punch list walk was last Friday. The project is 99.5% completed. There are some little things like a plug in the kitchen – the main things are complete. The Notice of Completion will go to the Board for approval on the first Board meeting in April.
- b. VHS Improvements Project – The Notice of Completion is going to the March 23rd Board Meeting. Q: Do you usually include pictures with the Notice of Completion? A: No, the pictures are usually shared during a presentation.
- c. Alamo/Padan/Vaca Peña Middle Improvements – Vaca Peña and Padan are almost complete. Alamo still has items before completion is finished. Discussion held on next steps with contractor and issues with change orders.
- d. Will C. Wood High Technology Project – This project is almost complete. There was an issue in the science rooms/photography classroom with the island blocking some of the view. Looking at solutions – possibly 2 monitors placed – one on each side for better viewing. This will be tested in two science classrooms before deciding it will work for all 12. The ADA project bids came in with 2 bidders. The lowest bidder pulled bid the next day because they had not calculated some of the costs into their bid, and the bid would be higher. The district rejected the bids and adjusted the scope to put out to bid again. These bids will be opened on April 4th. Right now, the Administrative building move is on hold.
- e. Remaining Projects – Four additional security cameras are being put in at Vacaville High School, sites that have existing cameras are getting new servers. Will C. Wood is next. The new servers are able to take care of up to 120 cameras. The Elementary Schools and Sierra Vista will have cameras put in. The Architect for the new camera work is going to the Board for approval and the work should be happening over summer. The Vaca Pena Central plant work has been approved by the Board. The parts are being ordered for the project- the plan is for summer work if the parts can be obtained. Once these projects are completed, we will have a better idea of how much funding will be available for other projects.
- f. Audits – The Performance Audit and Financial Audits that were done came by with no findings which is termed a clean audit.
- g. April Meeting – The usual meeting slot is happening during Spring Break, so we can move it to April 5th or April 19th or cancel April and meet again in May. Committee decided on April 19, 2023.
- h. Questions – The committee was interested in the bricks. The bricks are with maintenance for installation, but it is not a priority job, and the weather also needs to cooperate for installation. Q: Does the state do external audits as well or spot audits on the work? A: The DSA does these kinds of audits. CPM is not a part of that process, the Inspector of Record reports to the DSA representative.

COMMITTEE MEMBER DISCUSSION

- a. Open Discussion – Q: The Board meeting for tomorrow, are the COC committee members up for renewal? A: Yes, the four that have terms ending, this should be the last one as Measure A is coming to a close. New Board member discussion – how is that determined? Since an opening has been created, the District will determine the best method for a new Board member, it can be by appointment or vote. The new person must be from the same district as the member vacancy. Lagoon Valley borders were discussed, about 66 percent falls in VUSD and 34 percent to Fairfield Unified. The developers had signed an agreement for school fees in the 1990s and no escalation was written in for schools, only to police and fire districts. There will be a demographic study and boundary study to update the residential schools for new areas.

FUTURE BUSINESS

- a. Next Regular Meeting: April 19, 2023 – 6 p.m.
Location: Vacaville High School – 100 Monte Vista Ave., Vacaville, CA 95688
- b. Future Agenda Items – None mentioned.

ADJOURNMENT - Adjourn Time: 6:53 p.m.