



**Measure C Bond Oversight Committee Meeting  
San Jose Unified School District  
March 2, 2004**

**1. Welcome and Introductions**

The meeting of the Measure C Bond Oversight Committee was called to order at 6:33 p.m. in Room 133, 855 Lenzen Avenue, San Jose, California, by Steve Wincor.

Those in attendance included:

Steve Wincor	BOC Chair	Ty Williams	SJUSD	Susan Davenport
Joan Cooper	BOC Member	John Cimino	SJUSD	Bob Fuselier
Lynne Kinsey	BOC Member	Florence Eng	SJUSD	Cheryl Butterson
Leslie Reynolds	BOC Member	Ada Poon	SJUSD	
Veronica Lewis	SJUSD Board	Debbie Doty	SJUSD	

**2. Approval of Minutes**

- The amended minutes of the December 2, 2003 Measure C Bond Oversight Committee meeting were approved.

**3. Old Business**

- In light of the fact that the Scope D portion of the Measure C work will be completed this summer, Steve Wincor proposed that the June 8, 2004 meeting be canceled and the next formal meeting be held on September 21, 2004. A Quarterly Report will be issued in June, 2004. The 9/21/04 meeting will also be the final close-out meeting for the Measure C Bond Oversight Committee. If needed, one additional meeting may be called after September 21, 2004. This was agreed to by the committee.
- Susan Davenport previously issued a report identifying the funding sources for the Scope D program.

**4. New Business**

- Ed Sattler tendered his resignation from the BOC due to moving out of the area. Marilyn Dion tendered her resignation due to other time commitments. Because there will be only one more formal meeting of the BOC, Steve Wincor recommended that these two BOC members not be replaced. Joan Cooper asked if there are regulations requiring that vacancies be filled. Ty Williams stated that it would be difficult to recruit new BOC members for one meeting. Steve Wincor suggested that perhaps Marilyn Dion could be asked to remain a member for the purpose of attending the final meeting. John Cimino will contact Marilyn Dion to see if she will attend the final meeting.
- Veronica Lewis stated that she hoped several Measure C BOC members would consider joining the Measure F Citizens Bond Oversight Committee. Steve Wincor stated that he does not wish to see the Measure C BOC rolled into the Measure F Citizens Bond Oversight Committee. This was agreed upon by the committee.

- Ty Williams and John Cimino would like to see an appropriate recognition of all BOC members who have overseen the accomplishments of the Measure C program. This recognition could possibly occur at a School Board meeting and/or for at an off-site celebration. Dr. Murray will also be invited back to attend this occasion. Ty Williams will discuss this with Jerry Matranga.
- Lynne Kinsey provided a copy of an e-mail from the Willow Glen Neighborhood Association regarding District Bond work under Measure C and Measure F. Ty Williams will respond to the Willow Glen Neighborhood regarding questions raised in the e-mail.
- A copy of Ray Moreno's e-mail comments regarding his meeting with Ty Williams to discuss Washington Elementary was distributed to the attendees.

**5. Design Report - presented by John Cimino:**

- John stated that the District is currently in the midst of its most aggressive construction program ever. John deferred to Susan Davenport to present the design information during the Scope D report.

**6. Non-Bond Project Report, presented by Ty Williams**

- The construction of Horace Mann Elementary, a non-bond project, is now complete and the school is occupied. Empire Gardens Elementary, a Measure F project, is coming along beautifully. It was discovered that the Empire Gardens site is located on bad soil, but this is being mitigated.

**7. Measure C Audit by State Controller's Office, presented by Ty Williams**

- In a meeting with the State Controller, Ty stated that the Controller listened to the District's responses and seemed to be understanding, but that it is hard to tell what the final audit report will show. The report should be issued by the end of the month. Ty noted that the tenor of the state's findings has changed since their original report. When published, the audit report will include the District's arguments in tandem with the State's findings.

**8. Quarterly Report – Construction Progress, presented by Ty Williams**

- Scope D work is currently in the design phase. There is some on-going construction at Gunderson. The additional Scope D funding has allowed the District to meet some of the needs not previously addressed in the original Measure C work.

**Comments:**

Steve Wincor asked which construction management companies have been selected for the Measure F program. Ty Williams noted that the following CM's have been selected:

3DI  
 Blach Construction  
 English Management Corporation (EMC)  
 Kitchell  
 PCM3  
 Toeniskoetter & Breeding Inc. (TBI)  
 Turner Construction

Ty also noted that the same Measure C architectural team will be used for Measure F projects, with the addition of Gordon Chong and Associates. Ty stated that the District wants to maintain the same team that produced the success under the Measure C program.

**9. Quarterly Reports – Construction Project Status**

**PCM3 Construction Project Status Report - presented by Cheryl Butterton**

<u>Phase I Schools:</u>	Anne Darling	<u>Phase II Schools:</u>	Hacienda
	Bachrodt		Reed
	Booksin		Portables
	Simonds		
	Schallenberger		

All projects fall under the close out phase/OPSC audit completed phase. Construction is complete at all sites. DSA Certification has been received for:

Booksin - Package A  
Schallenberger – Package A&B  
Reed – Package A.

All other projects are in DSA closeout.

Phase III Schools: Allen  
Hester  
Terrell  
Riverglen at Broadway Modernization

All projects fall under the close out phase/OPSC audit completed phase. Construction is complete at all sites and all projects are in DSA closeout.

Additional Summer 2000 Construction Performed:

Riverglen at Broadway Two-Story  
Hammer Elementary School Miscellaneous Projects  
Off Broadway at Speak Continuation High School

All projects fall under the close out phase/OPSC audit completed phase. Construction is complete at all sites. DSA Certification has been received for Off Broadway at Speak Continuation High School. All other projects are in DSA closeout.

Phase IV Schools: Almaden Elementary  
Erikson Elementary  
Lowell Elementary  
Olinder Elementary  
Williams Elementary  
Hammer Elementary  
Grant Elementary  
Willow Glen Elementary  
2001 Summer Portables at Willow Glen and Bachrodt

All projects fall under the close out phase/OPSC audit completed phase with the exception of Grant roofing, which will be reviewed with this year's Modernization project. Construction has been completed at all sites. DSA certification has been received for Williams, Erikson, and Bachrodt Portables. All other projects are in DSA closeout.

Phase V Schools: Carson Elementary  
Graystone Elementary  
Randol Elementary  
Los Alamitos Elementary  
Washington Elementary

Carson, Graystone and Los Alamitos Elementary projects fall under the close out phase/OPSC audit underway phase. Randol Elementary and Washington Elementary projects have not yet begun the OPSC audit process. Construction is completed at all sites. DSA certification has been

received for the Washington Noise Abatement project. All other projects are performing contract closeout and DSA closeout.

Phase VI Schools:

Gardner Elementary  
Gardner Elementary Portables/Estrella Childcare Center  
Grant Elementary  
Grant Elementary Portables  
2003 Portables – Anne Darling, Simonds, Steinbeck

All projects fall under the ‘close out underway and waiting to begin the OPSC audit phase’. Construction is complete at all sites and all projects are performing contract close out and DSA closeout.

Scope D Projects:

Scope includes:

- Installation of sinks and casework at various sites
- Refurbishment of 3 portables at Willow Glen Middle
- Replacement of 3 portables at Washington Elementary

Sinks and Casework at various sites:

- Scope includes installation of sinks and casework in portable elementary classrooms currently without.
- Project will bid in March, 2004
- A portion of the work will be performed over Spring Break, with the balance to be completed in Summer 2004.

Portable Refurbishment at Willow Glen Middle:

- All Bid Packages will be opened by April, 2004.
- Construction will be completed in Summer 2004.

Portable Replacement at Washington Elementary:

- Demolition/Abatement Bids were opened on February 24, 2004. Six bids were received.
- All remaining Bid Packages will be opened by the first week of April, 2004.
- Construction will be completed in Summer 2004.

**Comments:**

John Cimino noted that the installation of sinks and casework in the classrooms fulfills this obligation for all sites. The portables at Willow Glen Middle School were originally scheduled to be demolished but will now be refurbished. At staff request, one additional portable building will be set at Gardner the week of March 8, 2004 for use as a library. Steve Wincor asked what the District does with old portables. John replied that sometimes 4-5 portable buildings are kept in the Corporation Yard for contingency purposes, sometimes a few portables are given to construction management companies for use as office space, and the rest of the buildings are demolished. The buildings are not sold.

**10. Kitchell Construction Project Status Report presented by Bob Fuselier**

1. Trace Elementary School is contractually complete and has been accepted by the State Architect.

2. The following projects are contractually complete. All of the prime contractors that have worked on these projects have submitted all of the closeout documentation and the District has made payment to those Contractors. These projects are awaiting acceptance by the Department of State Architect.

- Cory Elementary School
- Bret Harte Middle School
- Peter Burnett Middle School
- Willow Glen Middle School
- Leland High School
- Lincoln High School
- Pioneer High School
- San Jose High School
- Willow Glen High School

3. John Muir Middle School is complete pending the closeout of Bid Package #1 – General Construction. Kitchell has negotiated the last disputed item relating to the plaster scope of work. Kitchell is finalizing the last change order and hopes to close out the project financially by the end of the month.

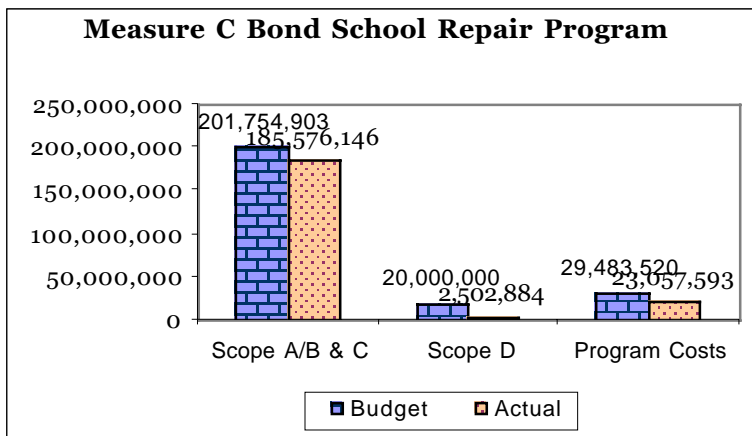
4. The following sites completed construction at the end of Summer, 2003:

- Hoover Middle School  
The parapet wall will be changed from wood to metal. The contractors have completed their punchlist items. Kitchell is in the process of negotiating the last change orders and closing out the project.
- Castillero Middle School  
Construction Status - The Summer, 2003 sequence work is complete and the project is dormant until Summer, 2004. The work scheduled for this summer includes restroom upgrades for half of the bathrooms, modernizing 18 classrooms and the science classrooms. Fortunately, the electrical for all of those classrooms has already been completed and Kitchell can move ahead to completing the finish scope of work.  
Kitchell is currently designing additional work for Scope D and Measure F that will be performed next summer. That work includes some upgrades to the fire alarm devices and an upgrade to the locker rooms.
- Steinbeck Middle School  
Construction Status - The final sequence of work for 2003 is complete and the contractors are finishing their punchlist items. The project is currently dormant until Summer, 2004. The work scheduled for this summer includes modernizing 9 classrooms and the locker rooms.  
Kitchell is currently designing additional work for Scope D and Measure F that will be performed next summer. That work includes some upgrades to the fire alarm devices and an upgrade to the locker rooms.
- Gunderson High School  
Construction Status - Kitchell is currently working on Sequence III, which consists of 6 classrooms in the D wing and 7 classrooms in the E wing. We are currently on schedule and the next move-in date will occur during the spring break.  
Kitchell is currently designing additional work for Scope D and Measure F that will be performed next summer. That work includes some upgrades to the fire alarm devices, new gym bleachers, new gym floor and an upgrade to the locker rooms.

**11. Quarterly Report - Budget Status, presented by Ada Poon**

Ada Poon presented the report for the financial overview of the Measure C Bond. Susan Davenport noted that there will probably be some savings at the end of Scope D. John Cimino stated that this savings is due to the fact that the District took a conservative approach throughout the bond, labor prices remained stable, and the bidding environment was favorable recently.

SAN JOSE UNIFIED SCHOOL DISTRICT				
Measure C Bond School Repair Program				
\$				
Measure C Bond Proceeds	164,505,011			
Transfer Out - Hoover Fund 30	-3,740,485			
Transfer Out - Hoover Fund 21	-568,456			
Transfer Out - Deferred Mtce Fund 14	-3,867,818	156,328,252		
Interest Income	10,356,249			
Arbitrage - paid	-214,858			
Arbitrage - estimated to be paid in Dec/03	-825,000			
Arbitrage - estimated to be paid in 04/05	-83,323	9,233,068		
State Funding				
Modernization	73,455,723			
Special Projects	4,125,493			
	77,581,216			
Interest Income	5,982,464	83,563,680		
Amount available for Capital Projects		249,125,000 ~		
Budget Recap:		<u>Budget</u>	<u>Actual</u>	<u>%</u>
Scope A/B & C		201,754,903	182,042,593	90%
Scope D		20,000,000	1,956,109	10%
Program Costs		27,370,097	21,273,142	78%
Amount plan for Capital Projects		249,125,000 ~	205,271,844	82%
				<u>Balance</u>
				19,712,310
				18,043,891
				6,096,955
				43,853,156



**12. Scope D Status Report Prepared by Presented by Susan Davenport :**

The District has recently received additional funding from the State. This funding is for the modernization projects which have been completed or were under construction during the summer of 2003. The funds received will reimburse the Measure C Fund, freeing up Measure C

monies for additional work. This final phase of work will be known as Scope D. The following projects have been identified as Scope D projects:

- **Window Coverings:**

The Phase II Window Covering Project will complete the installation of window darkening curtains in permanent classrooms and mini-blinds in portable classrooms that was started with the Phase I Window Covering Project. This project has been bid and is scheduled to begin over spring break. The first school completed will be Willow Glen High School. The following schools are included in the Phase II Project: Carson, Graystone, Los Alamitos, Randol, Willow Glen High School and Gunderson.

Current Scope D Project Budget (includes hard and soft construction costs): \$137,200

- **Playground Improvement:**

The Playground Improvement Project will mean the installation of five (5) new playgrounds, the repair of twenty (20) existing playgrounds, the installation of concrete ramps and borders and the installation of new soft fall on playgrounds throughout the District. Scope D funding allows for a more enhanced scope than was identified as a part of the Measure F Program.

The District is considering the installation of tiles or softfall surfaces in the play areas, possibly using pour-in-place softfall with a concrete edging. However, John Cimino stated that the DSA may rule that softfall is non-ADA compliant. This project is scheduled to begin in early 2004. Playground improvements will be completed at twenty-eight (28) sites utilizing Scope D monies:

Allen, Almaden, Bachrodt, Booksin, Carson, Cory, Anne Darling, Empire Gardens, Erikson, Gardner, Grant, Graystone, Hacienda, Hester, Los Alamitos, Lowell, Olinder, Randol, Reed, River Glen, Schallenberger, Simonds, Terrell, Trace, Washington, Williams and Willow Glen Elementary(s).

Current Scope D Project Budget (includes hard and soft construction costs): \$1,100,000

In addition to the Scope D projects, playground improvements will be completed at three (3) sites as a part of Measure F. These sites cannot be completed with Scope D funds because the schools were not listed in the Measure C Bond language: Canoas, Galarza and Hammer Elementary(s).

Current Measure F Project Budget (includes hard and soft construction costs): \$601,032

- **Arts Education Center at Hoover Middle School:**

Scope D monies in the amount of \$3.5 million have been allocated for the completion of the Arts Education Center at Hoover Middle School. This project, which has been estimated at approximately \$5.6 million, has multiple funding sources and is currently underway. This project is scheduled for completion in late March, 2004.

Current Scope D Project Budget (includes hard and soft construction costs): \$3,500,000

Total project funding breakdown:

Scope D	\$3,500,000
City of San Jose	1,250,000
QZAB	336,000
Magnet Grant	264,000
Packard Foundation	500,000
Knight	125,000
Trades	<u>38,000</u>
	\$6,013,000

- **Family Early Learning Center:**

Scope D monies in the amount of \$3 million have been allocated for the completion of the Family Early Learning Center on the campus of San Jose High. This project, which has been estimated at approximately \$7.7 million, has multiple funding sources and has been occupied. Project closeout is currently underway.

Current Scope D Project Budget (includes hard and soft construction costs): \$3,000,000

Total project funding breakdown:

Scope D	\$3,000,000
Measure C	345,692
Measure F	2,117,983
99 COPS	834,306
Head Start	1,000,000
Smart Start	<u>500,000</u>
	\$7,797,981

- **Enclosure of the Open Plan Classrooms at Gardner Elementary:**

This project was completed and paid for as part of the Gardner Elementary School modernization during the summer of 2003. The scope completed was destroyed during the site fire in November, 2003.

Current Scope D Project Budget (includes hard and soft construction costs): \$400,000

- **Gardner Perimeter Fencing in Partnership with the Redevelopment Agency of San Jose:**

This project is being considered if a partnership with the Redevelopment Agency of San Jose can be negotiated. Due to lack of RDA funding, this project is currently on hold.

Current Scope D Project Budget (includes hard and soft construction costs): \$125,000

- **Emergency Lighting System(s) at Castillero, Steinbeck and Gunderson:**

Scope D funding has been allocated for the repair of the existing Chloride Emergency Lighting Systems at Castillero, Steinbeck and Gunderson. These projects, which are currently preparing to go out to bid, are scheduled for Summer, 2004.

Current Scope D Project Budget (includes hard and soft construction costs): \$215,000

- **Parking Lot and Classroom Conversion to Science Labs at Leland High School:**

This project will provide the construction of a new parking lot and the conversion of regular classrooms to science labs at Leland High School. The classroom conversion is necessary due to the demolition of portable classrooms that currently house the science labs.

Construction is scheduled for Summer, 2004 but John Cimino noted that this work might not be accomplished this summer..

Current Scope D Project Budget (includes hard and soft construction costs): \$838,473

- **School Restroom Upgrades:**

These projects are being completed utilizing Scope D and Measure F funding. Restroom upgrade construction is scheduled for Summer, 2004 at a number of sites. The Scope D sites are: Leland – new student restroom, Gunderson – student restroom modernization/upgrade.

Current Scope D Project Budget (includes hard and soft construction costs): \$838,473

- **Air Conditioning in Theaters or Multi-Purpose Rooms at Middle and High Schools:**

This project will provide equity to middle and high school sites that currently lack air conditioning in the Theaters or Multi-purpose rooms. Construction is scheduled for Summer,

2004. The scope of this project originally included Pioneer High; however, due to the fire at the site this scope has been removed.

Current Scope D Project Budget (includes hard and soft construction costs): \$1,100,000

- **Bleacher and Gym Floor Replacement at Gunderson and Leland High School(s):**

These projects, which are scheduled for Summer, 2004, will provide the installation of motorized bleachers and new gym floors at Leland and Gunderson High Schools(s). The bleachers have been bid and the contracts are currently being finalized,

Current Scope D Project Budget (includes hard and soft construction costs): \$778,800

- **Sinks & Casework in Elementary Classrooms that did not receive them as part of Measure C:**

Scope D monies have been allocated to complete the installation of sinks and casework in elementary classrooms. This project is being completed to provide equity across District Elementary School Sites. Sink and casework construction is scheduled for Summer, 2004. The following schools are included in this project: Almaden, Bachrodt, Booksin, Carson, Cory, Anne Darling, Grant, Graystone, Lowell, Olinder, Reed, Trace and Williams. The following schools were originally included in the scope of this project; however, due to upcoming Measure F scope and/or potential school consolidation, they are currently on hold: Booksin, Erikson, Hammer, Hester, and Schallenberger.

Current Scope D Project Budget (includes hard and soft construction costs): \$584,000

- **Demolition and Replacement of Modulars:**

Scope D monies have been identified to complete the following portable replacement and refurbishment projects:

Washington Elementary: Demolition and replacement of three (3) portables

Willow Glen Middle: The original scope called for demolition and replacement of three (3) portables; however, after further review of the existing portables it was determined that refurbishment should occur instead.

Leland High: Demolition of four (4) portables

Current Scope D Project Budget (includes hard and soft construction costs): \$975,000

- **Other Scope D Projects:**

- Installation of magnetic door holders: Castillero, Hoover, Steinbeck, Gunderson
- Installation of duct detectors: Hoover
- Installation of parapet wall: Hoover
- Teralite flooring in nurse's room: Gunderson
- Cleaning of concrete hallways: Gunderson
- Anchoring of library bookshelves: Gunderson
- Replacement of drama room curtain: Castillero

**Comments:**

- John Cimino stated that the work on the bleachers and gyms will address the equity issues at all high school sites. The District may consider using a plastic material for the bleacher seats. John noted that this has been the most aggressive year yet in terms of construction planning and activity. Leslie Reynolds asked if there will be a savings for work not performed at the sites to be closed due to consolidation. Susan Davenport replied that the safety issues will be addressed at every site, regardless if the school is to be closed. Leslie also asked if a closed school can be used for the District's pre-schools. Bob Fuselier noted that this is not possible due to the state requirements for pre-schools.

**13. OPSC Audit Status Report, presented by Susan Davenport**

The Office of Public School Construction audits all projects completed utilizing state monies.

The following is the status of all audits related to San Jose Unified School District projects:

Completed and closed sites: Allen, Almaden, Bachrodt, Booksin, Anne Darling, Erikson, Hacienda, Hester, Lowell, Olinder, Reed, Schallenberger, Simonds, Terrell, Trace, Trace Multi-Purpose Room, Williams, Hoover Multi-purpose and Gym, River Glen, Crossroads, Pioneer, San Jose High.

Completed and Currently Being Closed Sites: Hammer, Cory

Audits Currently Underway: Burnett, Bret Harte, Muir, Willow Glen Middle, Leland, Lincoln, Willow Glen High.

Linda Smart has been addressing all OPSC audits and there are no issues so far. John Cimino noted that OPSC praised both Linda Smart and Susan Davenport for the smooth audit process.

**14. Public Comment:**

This portion of the Agenda provides an opportunity for members of the public to directly address the Bond Oversight Committee on any item of interest to Measure C; however, provisions of the Brown Act [Govt. Code 54954.2(a) and .3] preclude any action being taken on any item not appearing on the posted agenda for action. Time limits allocated to public testimony are 2 minutes for individuals and 5 minutes for organization.

No public comments were made.

**15. Action Items:**

1. John Cimino will call Marilyn Dion to see if she will attend the final BOC meeting.
2. Ty Williams will speak to Jerry Matranga about arranging an appropriate final recognition of the Measure C Bond Oversight Committee.
3. Ty Williams will respond to the questions raised by the Willow Glen Neighborhood Association.

**16. Meeting adjourned at 7:30 p.m.**

Minutes prepared by Debbie Doty.