

Citizens' Oversight Committee  
Meeting Minutes  
May 8, 2017 – 5:00 p.m.  
Grange Middle School Library  
1975 Blossom Ave  
Fairfield, CA 94533

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A meeting of the Fairfield-Suisun Unified School District Citizens' Measure J Oversight Committee was held at the Grange Middle School Library.

#### CALL TO ORDER

Mr. Rick Wood called the meeting to order at 5:18 p.m.

Members in attendance: Nicole Mallari, Jana Modena, Barbara Pisching, Rick Wood and LeRoy Purvis (entered at 5:35 p.m.)

Absent: Rochelle Sherlock (resigned via email at 4:47 p.m.); Chuck Wood, unexcused; Robert C. Thomas, unexcused

District Administration in attendance: Mark Covington, Executive Director, Facilities and Operations; Michelle Henson, Assistant Superintendent, Business Services; Kim Van Gundy, Assistant Director, Facilities & Operations (via phone)

Public in attendance: None

#### APPROVAL OF MINUTES

Ms. Pisching made the motion to approve the March 13, 2017 minutes with two amendments including changing "Mrs" Pisching to "Ms", and on page three paragraph six, change the word "she" to "staff". Ms. Mallari seconded. Motion passed. The Committee discussed the change to the meeting time considering the number of members who are having a difficult time arriving by 5:00 p.m. The new time for the start of the meeting will be 5:30. Tours will be held at 5:00. It was also noted that some buildings are difficult to find on campuses. A site map identifying the location of the meeting will be included in future agendas.

#### PUBLIC COMMENT

None

#### REVIEW FINANCIAL REPORT

Ms. Pisching inquired about a technology infrastructure project advertised in the local paper and asked why the reports are not included within the Measure J Citizens' Oversight Committee (COC) reports. Mr. Covington explained that the two projects were not Measure J funded projects and thus would not be included in the Committee's report. Mr. Rick Wood referenced the reports listed on page six to explain how various funding sources would be reported if they were joined with Measure J funds.

Mr. Covington provided an overview of the financial spreadsheets. Mr. Rick Wood inquired about the timing of the submission of State funding applications. Mr. Covington

provided a brief overview of the funding process and explained that projects will need the Division of the State Architect's office approval prior to the submission to the Office of Public School Construction (OPSC). Mrs. Modena asked how those funds will be reported. Mr. Covington explained the funds will be joined with the Measure J bond funds and reported on page 6 (Fund 21) and co-mingled for project expenditures. Mr. Wood explained his experience on the Measure C Committee, when funds were received, it adds to the bond program, and can extend the overall program. Mr. Covington further explained where they would also be reported for each project spreadsheet.

Ms. Pisching asked about the Dover Fencing bid recently advertised in the local paper. Mr. Covington explained that the Dover Fencing project is not funded by Measure J, therefore that project will not be included in the COC packet. Ms. Pisching further asked why the architect fees are broken up on different line items. Mr. Covington explained that Standardized Account Code (SACS) requires the different lines. Land and buildings are two separate object codes. Ms. Pisching asked where the remediation of the soil would be reported for Suisun Valley. Mr. Covington replied that he is not aware of any soil remediation on the project, however, if we had remediation, it would be at the top of the report under the land improvements.

Ms. Pisching asked about the cost of the construction manager for the Suisun Valley project. Mr. Covington outlined the line item on the project spreadsheets. Ms. Pisching asked the difference between budgeted and expensed. Mr. Covington explained the separate column and the headers at the top of the page, using line item 6140, he explained the budget and the amount expensed for topographic surveys. Mr. Wood pointed out that these are the expenses as of the day of the report, and the expenses will likely change as more money is spent. Mrs. Modena asked where the remaining money goes that is not expensed after a project is complete. Mr. Covington explained it will go back into the undesignated fund balance.

#### **STAFF REPORT/ UPCOMING MEASURE J PROJECTS**

Mr. Covington reviewed the Project Matrix and explained it will be located online and is intended to be easy reference for the community and will be updated weekly along with the "Project Fact Sheets". Ms. Pisching complimented the ease of the documents. Mr. Covington explained that document is a tool the committee can use to explain to interested parties. Mrs. Modena mentioned the Fairfield High School Track and Field Replacement project on Page 9 and referenced the Fact Sheet she saw online. She said it was easy to follow. The committee asked to have the delivery method added to the matrix.

#### **STATUS OF ALTERNATIVE DELIVERY METHODS**

Mr. Covington explained the overview of the Lease-Leaseback process and how it differs from the traditional "hard bid" method, which by nature is an adversarial process outlining the arguments over a change order.

Mr. Wood inquired as to how the District would select the contractor. Mr. Covington explained the Request for Proposals (RFP) process. He explained the process is a complete “open book” that both the committee and public will be able to see the profits and how the general conditions are being used by the contractor. In a typical hard bid, those items are not visible to the District or public. For the most part, the subcontractors will be the same on either the hard bid as the lease-leaseback. Both must be pre-qualified and yet are selected on a non-adversarial process. The contractor and subcontractors are meeting with the District and Architect to solve problems and find ways to save money rather than argue for more money. Mr. Wood stated that District is not selecting the low bidder but rather a team. Mr. Covington confirmed and explained that we are selecting the best value done in a competitive process. He explained the District solicits bids from qualified contractors who passed the RFQ, advertises and is accepted using a Guaranteed Maximum Price rather than a bid that will be change ordered. In this method, the contractor wants to see us succeed, because the team succeeds.

Mr. Wood inquired as of the competitive selection of the subcontractors for the team. Mr. Covington explained the contractors bid process, which includes publishing the drawings and the advertising. Mr. Wood responded that it is still a competitively bid process it is just a different way of receiving a competitive bid. Mr. Covington further explained that as the plans further develop, the contractors and subcontractors are involved during the plan development and are able to identify the most cost effective means to build the project. It is both collaborative and competitive. Mrs. Modena asked if the contractors will have enough experience. Mr. Rick Wood asked to have the Lease-Leaseback Governing Board item from the June 1, 2017, meeting included in the next packet. Mr. Covington mentioned it will be in the Board packet on the District’s webpage and will be shared at the next meeting.

#### STATUS OF POTENTIAL PROJECT LABOR AGREEMENT

Mr. Covington explained it is a negotiation and will be shared with the Governing Board in open session in June. That update will be provided at the next Citizens’ Oversight Committee meeting in July.

Ms. Pisching shared that she was very satisfied with this COC meeting and she feels very comfortable with the way things are going.

#### FUTURE AGENDA ITEMS

The next meeting will be held on July 10, 2017, at the District Office, Conference Room 102 at 5:30 p.m.

Mr. Rick Wood made the motion to adjourn the meeting at 6:47 pm. Ms. Nicole Mallari seconded.

Approved: \_\_\_\_\_



Ms. Jana Modena, Vice Chair