

Berkeley Unified School District

FACILITIES PLANNING DEPARTMENT

1720 Oregon Street, Berkeley, CA 94703 (510) 644-6066 Fax: (510) 644-8703

Minutes of the Meeting of February 16, 2012

Members Present: Stephanie Allan Susi Marzuola Carl Bridgers Nicolie Bolster-Ott
Eric Weaver Allen Nudel

Board Director Present: Josh Daniels

Staff Present: Lew Jones, Director of Facilities
Chanita Stevenson, Administrative Coordinator
Miguel Dwin, Business Services

Consultants Present: Gary Irving, Van Pelt Construction Services

Members of the Public: Richard Boyden Roy Meisner

1. *Call to Order:* The Meeting was called to order at 6:00 PM.
2. *Approval of Meeting Minutes:* A motion was made to amend the minutes to further clarify the current enrollment at Jefferson Elementary. A motion was made by Secretary Weaver to approve the minutes as amended and seconded by Member Nudel. The minutes were unanimously approved.
3. *Public Comments*
 - A member of the public requested information regarding the public address system at Berkeley High. Another member of the public made a request to allow BHS to have input on the selection of a PA system and scoreboard.
4. *Staff Report*
 - **BHS Site Committee Update:** Three meetings have been held and a schedule for future meetings has been created. The next meeting will take place March 7th. We will discuss the painting and flooring project at the G Building scheduled for this summer.
 - **BHS South of Bancroft:** The Stadium project is going well and the contractor has met his deadlines. Scheduling PG&E service has been a struggle. Phase II & III are currently out to bid. There are questions of whether to add the scoreboard to the scope of the project. The District will need to decide whether to purchase the scoreboard separately and have the contractor install it so it can be ready for the fall season. The District will make this determination next week. Another challenge is whether the scoreboard will be installed in time for the football season opening game in late August 2013.
 - **Contractor Prequalification:** Sixteen contractors submitted Prequalification Applications to the District for Projects greater than \$20M. Ten Contractors will be recommended for Board approval on February 22nd.
 - **BHS Community Theater Access:** Staff agrees with Committee members that signage is needed. The District will work with the Architect to provide the other required work.
 - **Derby Field:** Gary Irving from Van Pelt Construction Services provided an update regarding the status of Derby Field. Mr. Irving met with City of Berkeley Public Works on February 15th and is working on a variety of items needed to meet the revised City Council deadlines. He anticipates City approval in mid-June, with a contractor potentially being awarded a contract in September. Staff discussed the various agencies that affect the project such as DSA, PG&E and the City of Berkeley. Staff provided a revised schedule if we were able to overlap the required activities which could provide a revised project award date of June 20th. Board Director Daniels added that the City of Berkeley had issues with the fee waiver and drainage. Director Daniels

also expressed concern regarding the schedule and how it will impact the 2013 Baseball season. Staff will work with the City for a resolution on these items. Delays arose when there were no meetings scheduled or response from the City until February 2012 despite the City having the Derby field plans in October 2011. Committee members asked about times of the year during which the sod had to be laid and Gary Irving said it could be any time and would require a 60-day period when the field could not be used. Board Member Daniels asked about the District's request for a fee waiver and the drainage issue raised by the City. Irving said neither was resolved.

- **1810 Hopkins:** BUSD staff and Mauricio Davila from Turner Construction interviewed HKIT Architects, WLC Architects, and HY Architects for this project. The selected firm will go to the Board for approval on February 22nd.
- **BHS Science Classrooms:** BUSD Staff, Co-Chair Marzuola and Member Goldin, and BHS staff interviewed WLC Architects and HMC /Beverly Prior Architects for this project. The selected firm will go to the Board for approval on March 7th.

5. *Committee Comments*

- Secretary Weaver questioned Staff regarding the Facilities Plan Update on projects related to Jefferson School, West Campus Board Room and REALM Charter School. Secretary Weaver asked if comments regarding the Jefferson Project indicated that Staff needed to work differently with principals. Staff said it was a learning process for the principal. Staff clarified it was for the Jefferson Classroom project not the current project.
- Regarding the use of the Board Room at West Campus, Staff reported the City had not decided to hold council meetings there.
- Regarding the Charter School, Staff reported that the REALM principal wants indoor eating facilities.

6. *Monthly Report from Audit/Project Tracking Committee*

- Secretary Weaver stated that there was no meeting held. He noted that the draft of the Audit was distributed to the Committee before the meeting and provided a printout of committee related duties regarding the Performance Audit. Member Bridgers questioned what formula was used to come up with the selection of projects to review with the overall goal to understand what will be done next year. The committee will request information from the auditors. Miguel Dwin, representative from BUSD Accounting, stated that the auditors reviewed a sample of transactions of high and low dollar amounts of monies that were transferred along with related purchase orders and invoices. The Committee agreed to ask whether the auditors would be looking at samples based on percentage of total expenditures or the percentage of total transactions.

7. *Maintenance Building:* Staff provided an overview of the schematic design of the Maintenance Building that was approved by the Board in October 2009. The design schedule will begin late 2014 with construction tentatively set for 2016 with completion in 2018, with a summer start and finish.

8. *Schedule Next Meeting.* Next Meeting is scheduled for March 15th. Future meetings will be scheduled.

9. *Adjournment.* The meeting adjourned at 7:29 PM.