



Berkeley Unified School District

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Meeting Minutes of April 28, 2016

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

Members of the Public Present: Jay Nitschke, BUSD Technology Director

Staff Present: Timothy E. White, Executive Director of Facilities
Chanita Stevenson, Administrative Coordinator

1. **Call to Order:** The meeting was called to order at 6:02 PM.
2. **Approval of Meeting Minutes:**
Secretary Weaver moved to approve the minutes. Allan Nudel seconded the motion. The minutes were approved unanimously. Item 6 will be moved to the May meeting. A Facilities Plan Update will be provided at next month's meeting.
3. **Public Comments:** There were no public comments. The Committee invited Jay Nitschke to participate in the meeting.
4. **Staff Report**
Timothy White, Executive Director of Facilities gave the staff report.
 - **2016 Projects**
 - a. **Timeline for Future Projects:** Staff discussed the overall changes in coordination and information provided to the community regarding BUSD projects. He provided an example of a new project information sheet that shows a project description, project budget and highlights the area where construction will take place. The Committee had questions about the project information sheet. Co-Chair Marzuola asked, how are these distributed? Staff responded that the information sheet has been sent to the school sites to provide to the teachers and parents. Co-Chair Marzuola suggested that the project information sheet be incorporated into the project notification process. Facilities will ensure that the sheets are included as a part of the yellow project notification board at the beginning of the process for all future projects. Co-Chair Allan asked if the project information sheet would have enough information for the CBOC and the Board to replace the monthly update. Staff responded that the sheet is a good tool to provide information about our current

construction projects for the Facilities website and for school sites. However, Facilities will continue to provide the Facilities Plan Update document to the Board on a monthly basis. This document provides greater detail about the projects including changes to the project, a current project schedule, any budget increases or decreases and lessons learned. Member Bolster Ott commented that the monthly updates are useful in providing a historical record to new parents and the Berkeley Community regarding how funds were spent on District projects.

- b. **Update on Community Theater:** Facilities is working with Berkeley High school in developing the priorities of the school community. The theater currently has a greater need than the dollars allocated. The users are more interested in creating a plan for the little theater versus the community theater. The intent of the Board was to upgrade the community theater. Facilities has received feedback from a large group of stakeholders including the theater manager, union stage hands, and the Visual and Performing Arts Community. There have been multiple meetings. A RFP is being developed to determine the needs of theater and how to accommodate the stakeholders. Member Nudel asked if the District was planning to review a business plan to fund construction upgrades and if the theater will be used for public events in the future. Staff responded that these items are currently being reviewed. Co-Chair Allan noted that the Community Theater is unable to compete with other venues in the area. Member Bolster-Ott stated that conversations about what should be done with the theater should be discussed with the Community at large. Staff responded that \$13M is earmarked for the theater project and that there is some additional funding available at BHS that Facilities could allocate to the Theater project. Facilities is planning to have one final meeting with the site to finalize the RFQ.
- c. **Maintenance Facility:** Secretary Weaver asked if there is enough money to fund a facility at the current Plant Operations location. Staff responded and stated that he is planning to discuss this project with Executive Cabinet to determine if the project will move forward as plan or if they see the site as a potential use for teacher housing. Member Bolster-Ott asked if the Plant Operations Complex is still being considered by the Board as a potential school site. Staff responded that the District is only looking at two sites: 2020 Bonar as REALM vacates and the Franklin Adult School. Facilities is looking forward to starting the planning process. This item will be tabled for a future meeting.
- d. **Update on Developer Fees:** Staff interviewed three firms for developer fees. The Board approved a contract with School Facility Consultants. The committee discussed the implementation of the developer fees, in terms of how the fees will be collected, the process of developing the justification study and how the implementation will take place.

- e. **Prop 39:** Staff interviewed three firms and plans to recommend the award of a contract at the next Board meeting.
- f. **Educational Specifications Update:** Our consultant has met with all stakeholders. Co-Chair Marzuola requested a copy of the draft Educational Specifications to review.
- g. **Malcolm X Building Rehabilitation Project:** This project will include the removal and replacement of the exterior stucco and window replacement. Interim Housing (portables) will be added to the campus to complete the rehabilitation project in one phase. The budget is just under \$5M.
- h. **Longfellow Café:** This project is currently behind schedule. A meeting was held with project manager and the contractor. Staff has escalated this matter to the surety. Staff stated that the contractor submitted a recovery schedule for the project which shows a completion date of late July. The District's project managers are currently reviewing the recovery schedule.
- i. **Board Room Negotiations Update with the City of Berkeley:** The Board has directed that all negotiations take place between the Superintendent and the City Manager. Co-Chair Allan noted that the pilot agreement ends in May. Staff stated that a long term agreement will have to be negotiated before moving forward.
- j. **Updates on Summer 2016 Projects:**
 - John Muir Modernization: This project will be awarded to BHM Construction at the next board meeting. This project came in on budget.
 - LeConte Transitional Kindergarten: This project is going for award at the next meeting..
 - Roofing Projects at Three Sites: This project was recently awarded.
 - Cragmont Paint & Floor: This project was recently awarded.
 - The following projects received bids this week and are currently being reviewed. A status update will be provided at the next meeting for:
 - a) Blacktop Project at Multiple Sites
 - b) Grounds Improvement Projects at Rosa Parks and Washington

Staff concluded the update by informing the Committee that new accessibility code requirements from the Division of the State Architect (DSA) have increased the overall scope and project budgets for both landscaping and building projects.

5. **Committee Comments:** The Committee's Annual report was presented to the Board last meeting. Staff noted that it was well received.
6. **Monthly Report from the Subcommittees:** There were no reports.
7. **Next Scheduled Meeting Date:**
 - The next meeting is scheduled for Wednesday, May 25th.
8. **Adjournment:**
 - The meeting adjourned at 7:15 PM.