



BOND OVERSIGHT COMMITTEE MEASURE X
(with oversight on remaining Measure L Projects)

PLACE: SAN MATEO-FOSTER CITY SCHOOL DISTRICT
1170 CHESS DRIVE, FOSTER CITY, CA 94404
BOARD ROOM

DATE: 31 July 2019 - MEETING

TIME: 5:30 – 7:00 PM OPEN SESSION, BOARD ROOM

1) Call to Order

- a) Joel – Meeting called to order 5:35pm.
- b) Will approve meeting minute's next meeting since we do not have a Quorum.

2) Roll Call

Bond Oversight Committee Measure X Members Present:

Fred Baer - Board approved 2 year term expires 8/23/20
Wayne Pitcher - Board approved 2 year term expires 8/23/20
Eric Holm - Board approved 2 year term expires 8/23/20
Randy Raphael – Board approved 2 year term expires 8/23/20
Ryan Nobrega - Board approved 2 year term expires 8/23/20
James Sell - New member, Board approved 2 year term expires 3/21/21
Charlie Royce – New member, Board approved 2 year term expires 3/21/21

District and Facilities Staff Present

Joel Cadiz, Director of Facilities, Maintenance, Operations and Transportation
Bob Price, Facilities Project Manager
Emma Oh, Facilities Financial Analyst
Mark Sherrill, Facilities Project Manager
Kevin Sanders, Facilities Project Manager
Alex Kristal, Facilities Senior Project Manager
Corey Fong, Construction Facilities Planner

3) Review of Agenda

4) Public Comment

No public comments.

5) Selection of CBOC Officers

- a) Joel stated, "Since we do not have a Quorum, we will hold off til next week to elect officers.

6) Review of Financial Expenditures

- a) **Joel – went through financial expenditures and gave committee time to review.**
 - (i) Bowditch HVAC waiting out some retainage
 - (ii) Meadow Heights – window project that was started and DSA started added things like Carbon Mono detectors and increased cost so District had to table project.

1. District is exploring possibility of rebidding project at a later date. 2 year timeline for DSA projects to begin construction.
- b) Completed Projects for Measure L**
 - c) Bond Admin expenses – Salaries, gas, vehicles costs, office supplies**
 - i) Joel went over Bowdtich portable project costs.
 - d) Meadow Heights Windows Project**
 - (i) No expenses for this quarter
 - e) Security Fencing**
 - i) Charlie Royce asked about more work on San Mateo Park Fencing project
 - ii) Bob explained “San Mateo Park work will be completed this Spring and the budget represents left over work.”
 - f) Abbott Shade Structure**
 - i) Joel went over geotech costs.
 - ii) Mark Sherill added, “Work on shade structure will be starting this fall.”
 - g) Borel Shade Structure**
 - (i) Joel went over expenses on the Borel Shade Structure.
 - h) George Hall Shade Structure**
 - i) Costs coming in from DSA
 - ii) Joel mentioned we didn’t include Measure L projects during fieldtrip but can revisit and schedule fieldtrip for Measure L projects.
 - i) Abbott Roofing**
 - i) Mark Sherrill stated, “Abbott roofing project is finishing up this fall.”
 - ii) No questions on Abbott Roofing from committee.
 - j) George Hall Roofing**
 - i) Alex Kristal stated, “No invoices have come in yet for the project.”
 - k) New Foster City Elementary**
 - i) Joel mentioned, “The New Foster City Elementary School project is showing as being accounted as Measure L because The District wanted to use remaining Measure L funds toward the New Foster City School.”
 - ii) Joel said, “We are using a new law firm, DWK, who negotiated the purchase of Charter Square and were used to negotiate with Westlake Urban and we decided to keep them on this project.”
 - l) Measure X Expenditures**
 - i) Joel went through expenditures on Measure X programs
 - ii) Joel asked Emma, “Do we have interest income from Measure X.” Emma responded, “Yes it is listed in front.”
 - iii) Bond Administration – Emma explained “Charging to each project and will show costs under each project.”
 - m) Abbott Gym**
 - i) \$18M original budget added to that ... is at now 22M
 - (1) Using Developer fees, rental fees, interest income sources to supplement budget
 - (a) Facilities use fees, tech upgrade, annex programs, 1x developer fees, and interest income.
 - (b) Wayne asked about construction project overages.
 - (i) Joel responded, “We can take some money from construction and reallocate it. But we hope to be on target and budget will be ok.”
 - ii) Jim sell asked “Assuming Builders get progress payments, “How does that work?”
 - (a) Joel explained, “They submit payment applications on the portion of work they have done. And submit a schedule of values. They report the percentage of work they have completed and use the schedule of values to calculate how much they charge for in pay applications. Architect, Project Managers, and contractor review pay applications before being paid. All projects have escort account have retainage gets deposited to escrow account.”
 - (b) Wayne added, “After being paid does the interest belong to District or Contractor?” Joel answered, “
 - (c) Randy added, “If District using AIA form, it is almost impossible to make mistakes.”
 - (i) Joel responded, “We use G series 703 AIA form.”
 - iii) Jim sell asked, “Is there a value placed on schedule?” Bob Price responded, “In a way it is. They might list underground and contractor might say he is 80% done but it is not and only 50% complete, then PM’s and Architect agree, then District pays on the 50%.”
 - n) Borel Gym**
 - i) Joel explained, “Nothing too complicated on project yet, since project just started.”
 - ii) Emma added, “We included a vendor list and description, if any of the Bond members have questions about the vendors and what they do.”

- o) Bayside Gym**
 - i) Jim sell asked, "If our gyms are LEAD certified and if not how did we avoid?" Joel explained, "It is not mandatory, but we are required to follow new energy code. And it is very expensive to do LEAD certified schools. We do have solar panels installed at Baywood. But we're not sure if panels are actually working.
 - (1) Alex K added, last checked in 2015.
 - (2) Joel went on, "we don't have any data to show us if it is saving us money. We should have had data collected before panels were installed."
 - (3) Jim sell commented, "Can you sell back to PGE?"
 - (4) Joel "No"
 - (5) Wayne commented, "Could you look at PGE consumption?"
 - (a) Alex, "It was installed in Measure L and was installed more as a teaching tool for the kids."
- p) Foster City Elementary School**
 - i) Joel, "Most of expenses coming out of Measure L and is why not too much coming out of Measure X."
 - ii) Emma added, "In fact no expenditure from measure X for New FC School."
- q) Bowditch**
 - i) Joel, "Have some costs associated with sewer lift station replacement."
- r) North Central**
 - i) Joel, "We have prelim environmental assessment costs. Site was previously owned by Cal Water and has several tanks underground."
- s) Question: Jim Sell asked, "Expenditures and Budgets columns. Is there a column for overall budget?"**
 - i) Emma answered, "There is a blue page for Measure L with summary report."

7) Measure L & X Program Status Update - Facilities Project Managers

- a) Joel went through list of Measure L and Measure X Project**
- b) San Mateo Park Fencing**
 - i) Bob Price provided a synopsis of milestones and added, "Project is looking good and will be finishing up on 8/12/19. All concrete and asphalt work is completed and only some punch list items left.
 - ii) Bob went on to speak to photos of project and provide project status.
- c) Borel Fencing**
 - i) Bob Price gave a summary of the project.
 - (1) Most of the work was completed last summer. The remaining work is in and around the chair lift area.
 - ii) Bob Price went on to speak to photos of project and provide project status.
 - (1) Jim Sell asked, "What will happen to existing gym?"
 - (a) Bob responded, "Will remain the same and staff will use it for other use."
- d) Abbott Roofing**
 - i) Mark Sherrill stated, "Roofing work started in Spring. Three wings were completed: music building and other 2 wings. The gym wing will be completed before school starts."
 - ii) Mark went on to speak to photos of project and provide project status.
- e) George Hall Roofing**
 - i) Alex Kirstal stated, "The contractor is State Roofing Systems and was approved by The Board in March and cost \$600k. Schedule to finish before school starts."
 - ii) Alex went on to speak to photos of project and provide project status.
 - (1) Jim sell asked, "Was this deferred maintenance?"
 - (i) Joel, "No."
 - (ii) Alex added, "All school roofing was in bad shape and was why it was included in measure L."
- f) George Hall Shade Structure**
 - i) Alex Kristal stated, "The George Hall shade structure is the largest shade structure built by The District. The shade structure will be completed before school starts."
 - ii) Alex Kristal went on to speak to photos of project and provide project status.
- g) Abbot Shade Structure**
 - i) Mark Sherrill commented, "ADA work is being worked on in the lunch area before shade structure is erected in the Fall."
 - ii) Mark Sherrill went on to speak to photos of project and provide project status.
 - iii) Jim Sell asked, "Was the concrete that was being replaced old?"
 - (1) Mark Sherrill responded, "Yes. Area was very steep before and is left over from 50's"
- h) Foster City New Elementary School**

- i) Kevin Sanders stated, "The old shopping center demolition has been completed. Costs for new construction is \$29M."
- ii) Kevin went on to speak to photos of project and provide project status.
- i) Bayside Gym**
 - i) Kevin Sanders said, "The Bayside Gym project is doing relatively well on numbers. The project has hit its milestones, building pad is poured, steel is up, and plumbing has started. Project is on schedule"
 - ii) Kevin Sanders went on to speak to photos of project and provide project status.
- j) Abbott Gym**
 - i) Mark Sherrill stated, "Project began back in April."
 - ii) Mark Sherrill went on to speak to photos of project and provide project status.
 - iii) Jim Sell asked, "With all construction going on. Is material cost remaining stable?"
 - (1) Mark Sherrill responded, "Not sure. But haven't heard anything definitive."
- k) Borel Sitework Increment 1 & 2**
 - i) Bob Price stated, "Contractor is Rodan on Increment 1&2. Increment 1&2 includes: Underground utilities, hardscape and landscape work. Everything is on schedule for Increment 1&2. But Gym project is pushed out due to DSA approvals. Foundations for portable classrooms is scheduled for 8/19/19."
 - ii) Bob Price went on to speak to photos of project and provide project status.
- l) Borel Gym Increment 3**
 - i) Bob Price stated, "Gym project is behind schedule. Open Bid is scheduled for 9/3/19 and we hope to get a contractor in September."

8) Next Meeting and Tentative Future Meeting Schedule

- a. 10/23/2019 @ 530pm in SMFCSD Board Room**

9) Future Agenda Items

- a) Measure L Fieldtrip - Joel asked if any members are interested in Measure L Fieldtrip. Asked members to email Joel and they will coordinate a date/time.
- b) Joel, "We will email financials earlier again. And then members can come with questions in next meeting."

10) Meeting adjourned 6:42pm

Attachments

- A. Measure L Financial Reports as of 30 June 2019
- B. Measure X Financial Reports as of 30 June 2019