



# CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

## MEETING MINUTES

**Wednesday, October 14, 2020**  
**Meeting: 6:00 PM**

**Zoom Webinar**  
*Webinar ID: 823 1570 2686 | Password: 051179*

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*The following were in attendance:*

### **CBOC**

Got-Lopez, Melissa  
Hermange, Debbie  
Meadows, Abigail  
Mueller, Raymond  
Navani, Vikas  
Roberts, Chris  
Traynor, Patrick

### **CBOC Member(s) Not Present**

Celaya, Jennifer

### **ESUHSD**

Bright, Jeremy  
Huynh, Tom  
Jew, Chris  
Kwong, Kelly  
Lanford, Kathy  
Lucas, Julio  
Mayhew, Brandie  
Nguyen, Cathy  
Nguyen, Nhu  
Nguyen, Sandy  
Tran, Shelby

### **Guest(s)/Community Member(s)**

General Public  
Lim, Alex (Van Pelt)  
Thach, Mony (Van Pelt)

### **Board of Trustees**

Le, Van

#### **1. CALL TO ORDER/ROLL CALL**

The meeting was called to order at 6:05 PM by CBOC Chair Abigail Meadows.

#### **2. PUBLIC COMMENT**

No comment.

#### **3. REVIEW AND APPROVE MINUTES FOR PRIOR MEETING**

A motion to approve July 8, 2020, Meeting Minutes was made by member Raymond Mueller and seconded by member Vikas Navani. Motion was carried (7–0). Aye.

#### **4. ITEM(S) FROM CBOC CHAIR**

**4.01** Welcome new CBOC members of 2020-2022 term



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A warm welcome was given to the new members, Chris Roberts and Patrick Traynor. They introduced themselves, briefly talked about their background, qualifications, and how they learned about the East Side's Citizens' Bond Oversight Committee.

### **4.02** On-boarding Updates

#### CBOC Handbook 2021-2021

Melissa Got-Lopez briefly explained how the process of creating the CBOC Handbook came about. She noted that the Committee had had their first informal On-boarding Meeting with the new members, Chris Roberts, Patrick Traynor, and Jennifer Celaya, and put the handbook into practice. Melissa Got-Lopez thought the informal On-boarding Meeting went well and that the handbook was well received by the new members. Members Chris Roberts and Patrick Traynor also found the handbook extremely helpful in understanding what was expected of new members. Raymond Mueller mentioned that he particularly appreciated the District Staff Directory in the Handbook. Positive feedback was received from all members on the handbook.

### **4.03** CBOC By-laws Updates (proposed changes presented by Sub-Committee: Raymond Mueller, Vikas Navani, and Chair Abigail Meadows)

Raymond Mueller presented the CBOC By-laws draft and went over the recommended changes with the Committee.

A Motion to approve the By-laws draft was made by member Melissa Got-Lopez and seconded by member Vikas Navani. Motion was carried (7-0). Aye.

### **4.04** Election of new CBOC Chair for School Year 2020-2021

Chair Abigail Meadows thanked everyone for the opportunity to be part of the CBOC and expressed her appreciation of the Committee for their mentoring and help throughout her term as Chair.

The Committee discussed the correct time frame for voting/election of Vice Chair and Chair and compared what was written in the Bylaws versus the actual voting of the Vice Chair that took place at the July meeting. Melissa Got-Lopez suggested that, in the future, if a Chair or Vice Chair position is termed out during Spring, the Committee should wait until the October meeting to do the election/to vote so that new members can be included in the voting process. She also suggested not voting for an interim position. After some discussion, the Committee moved forward with the new Chair nomination.

Raymond Mueller self-nominated for Chair. The nomination was seconded by member Melissa Got-Lopez. All in favor (7-0). The meeting moved forward with the new elected Chair Raymond Mueller leading the meeting.

## 5. REPORTS

**5.01** Capital Construction Project Updates (presented by Julio Lucas, Senior Manager of the Bond Program)



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Julio Lucas presented updates and status on major projects currently going on in the District. These are projects that are at or above \$5 million.

- **Andrew Hill - New Student Union**

Schedule: December 2022 – Total Cost: \$22,453,062.00

Area: 23,0000 square feet – Construction Team: VPCS, XL Construction DBE

We selected a design-build group and are finalising the design and budget. Design was taken to the internal Steering Committee and we are now working through the process of refining and validating where we are budget-wise. We are slightly over budget by approximately one million dollars; however, we continue to strive for the optimal design while staying within budget. We will then go through what is called a “buyout process” to lock in a guaranteed maximum price (GMP) with XL Construction Group, and then go into contract with them to start the building process after Board approval.

- **W.C. Overfelt - New Building**

Schedule: February 2021 – Total Cost: \$32,397,309.00

Area: 26,000 square feet – Construction Team: VPCS, JK Architecture, Flint Construction DBE

This project is near completion. We will start moving site administration into the building in late November/early December.

- **Education Center - Adult Transition Program North**

Schedule: January 2021 – Total Cost: \$6,825,000.00

Area: 8,900 square feet – Construction Team: Dougherty Architecture, Gilbane Construction DBE

This project is on track and on budget. We are far along in the project and it is on schedule to be occupied in January 2021.

- **Silver Creek - New Building**

Schedule: December 2022 – Total Cost: \$23,200,000.00

Area: 17,810 square feet – Construction Team: Gilbane CM, JK Architecture, (Pending) DBE

This project is scheduled to go to the Board at the next Board meeting. The recommendation is for the Board to approve an agreement with Rodan Builders and CAW Architects as the design-build entity (DBE) to start the process of the progressive design-build model.

- **Independence - New Student Union**

Schedule: February 2023 – Total Cost: \$26,577,792.00

Area: 35,000 square feet – Construction Team: Gilbane CM, DLR Group, (Pending) DBE



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The final presentation with the Steering Committee and the three perspective design-build entities is planned for this week. Once we complete the evaluation and the voting process, the result with the recommended DBE will go to the Board for approval.

- **Santa Teresa - Soccer Field Turf**

Schedule: January 2021 – Total Cost: \$6,728,400.00

Area: 86,000 square feet – Construction Team: Gilbane CM, Lloyd Engineering, Bothman DBE

We are taking forward the guaranteed maximum price (GMP) with Robert A. Bothman, the design-build entity, to the next Board meeting. Once the GMP is Board approved and all the documents are signed and ready, the construction will start immediately.

- **Santa Teresa - New Building**

Schedule: December 2022 – Total Cost: \$12,477,277.00

Area: 9,450 and 9,654 square feet – Construction Team: Gilbane CM, BCA Architects, (Pending) DBE

This project is a single-story building with a high volume space and a Learning Center. The old shop building will be converted into a maker space with some Science Ready classrooms as well as some Visual Arts classrooms. There is also an addition of three equally-sized classrooms in this new building.

- **Evergreen Valley - New Student Union**

Schedule: November 2022 – Total Cost: \$22,731,580.00

Area: 33,000 square feet – Construction Team: Gilbane CM, JK Architecture, Rodan Builders DBE

This project went to the Division of the State Architect (DSA) last month. The approval process will take about five to six months. We are trending well with the budget and the progress of the project due to the buy in from the site and all the people who participated in the Steering Committee.

**Action item:** Julio Lucas to bring forward to the next meeting what impact Covid-19 has had on our cost planning (estimates and actuals) per Chair Raymond Mueller's request.

#### **5.02** Capital Program Budget Adjustment Report *(presented by Sandy Nguyen, Construction Bond Program Controls Manager)*

Sandy Nguyen provided the Board approved Capital Program Budget Adjustment Report from May 14, 2020, through June 11, 2020. This report goes to the Board monthly for approval of augmentation to a project budget.

#### **5.03** Budgets and Expenditures Report *(presented by Brandie Mayhew, Director of Bond Purchasing & Contracts)*

Brandie Mayhew provided an update of the Board Approved Budgets and Expenditures on all bond measures (Measure G, E, I, I-Technology, and Z) through August 31, 2020. An updated summary of



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the overall budget, including the total current encumbrance balance, total expenditures/disbursements, and total remaining budget balance, was presented.

Motion to accept the Budgets and Expenditures Report was made by member Patrick Traynor and seconded by member Chris Roberts. Motion was carried (7-0). Aye. The motion passed unanimously.

#### 6. CONFIRMATION OF NEXT MEETING


The Committee agreed on Wednesday, January 13, 2021 at 6:30 PM in-person (if permitted) at W.C. Overfelt High School or at 6:00 PM via Zoom.

#### 7. ADJOURNMENT

Newly-elected Chair Raymond Mueller adjourned the meeting at 8:06 PM.

Minutes approved by: **Raymond Mueller**

Print Name

  
Raymond Mueller (Jan 14, 2021 23:53 PST)

Signature

Jan 14, 2021

Date



# CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

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### Questions/Answers/Comments (Q/A/C)

#### 5.01 Capital Construction Project Updates (presented by Julio Lucas, Senior Manager of the Bond Program)

- **C:** Julio Lucas introduced and welcomed Brandie Mayhew, the new Director of Bond Purchasing & Contracts, to the team. Brandie introduced herself and briefly provided her background to the Committee.
- **Q:** Is the new building a two-story building at Silver Creek High School? (Melissa Got-Lopez)  
**A:** Yes. It will be a two-story building. (Julio Lucas)
- **Q:** We have talked about two-story buildings before and the cost. I am curious about stairs and elevators. Do you have to have an elevator for ADA compliance? (Melissa Got-Lopez)  
**A:** There will be an elevator and two sets of stairs. We have talked about two-story buildings and the cost associated with that in the past. We did not think we could afford a ground up permanent structure originally, but due to the pandemic, we have had more contractors showing interests in our projects, which helped lowering the costs. (Julio Lucas)
- **Q:** What is DSA? (Melissa Got-Lopez)  
**A:** DSA stands for Division of the State Architect. DSA is the regulatory agency that we turn our drawings into to make sure they comply with California standards. The standards that they review are structural, fire life safety, and access compliance. (Julio Lucas)
- **Q:** Is there a way to expedite the DSA journey? (Vikas Navani)  
**A:** We usually give out more conservative dates while trying to push harder and faster. (Julio Lucas)
- **Q:** Do we add any more classrooms in this new design (at Evergreen HS)? (Van Le)  
**A:** We are not adding more classrooms in this new building design. When we look at the demographics for the Evergreen area and some of the changes in the Evergreen School District that feeds into Evergreen Valley High School, there is a population downshift. We would have less student attendance in Evergreen High School in the future. (Julio Lucas)
- **Q:** Our schools are changing. Regardless of when we get back to school, it is going to be different. What considerations are being made to ensure the digital device is properly addressed at all of these schools? Are there any additional things being done that we are learning because of Covid? Are there any changes being made or brought about because of our experience currently with the virus? (Raymond Mueller)  
**A:** Randy Phelps would be able to help answering those questions. Randy would have the number on how many Chromebooks and computers that we have issued out and the number of hotspots. I know he gave a report to the Board on that and the Board also has an agenda item specific to Covid. I can focus on the space. (Julio Lucas)
- **Q:** What are we going to do with these new buildings that we are building? We continue to build bigger and better spaces while society is moving away from those spaces. Are there any conversations about this? Should we be considering how we spend the money if students are not going back to those spaces? (Raymond Mueller)  
**A:** What is happening with physical space is to have the appropriate distance within that space. For example, the room that traditionally fits about 30 students now fits about 16. Fresh air, ventilation, and the use of higher grade filters are also changes that we have made to all these buildings. So, the rooms might be loaded differently but the idea of having a classroom seems to still be relevant. (Julio Lucas)
- **Q:** With schools being completely empty and the real estate not being used, has there been any discussion around subleasing the real estate, which could be a revenue generator for the District? (Vikas Navani)  
**A:** There are all kinds of possibilities in terms of using spaces that are not currently being used. However, as we are still under the Shelter-in-Place rules right now, we are not opening up our facilities for returning students, let alone opening it up for outside users from the community. There are some advantages, but it is something we have not looked at. (Chris Jew)

#### 5.03 Budgets and Expenditures Report (presented by Brandie Mayhew, Director of Bond Purchasing & Contracts)

- **Q:** Was there something being brought to the voters in the upcoming November ballot measure about needing more money? (Raymond Mueller)  
**A:** No, not that I am aware of. (Julio Lucas)  
**C:** The Board and District had some conversations about the potential for a parcel tax in the future, but that was discussed before the summer and nothing is on the ballot for this coming November. (Chris Jew)






# 2020 1014 CBOC Meeting Minutes

Final Audit Report

2021-01-15

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|-----------------|--|
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