

BOND OVERSIGHT COMMITTEE MEETING MINUTES
Wednesday, February 25, 2004
District Office Board Room

CALL TO ORDER AND ROLL CALL: The meeting was called to order at 7:30 p.m. Members of committee in attendance: Susan Cassens, June Rono, Chris Jew, Mary Larsen, Liz Chew, Robert Garcia, Leroy Christopherson. Martha Martin del Campo.

APPROVAL OF AGENDA & MINUTES: The agenda was unanimously approved and seconded.

STAFF REPORTS: Chris Jew stated that they are close in finding how to e-mail the financial report. They should be able to complete it at the beginning of the month and send it. This would give everyone time to review.

FINANCIAL INFORMATION: Chris Jew distributed the Financial Month End Report for January 2004. He asked if everyone had received the cover sheet via e-mail and if anyone had any questions. Susan asked about the Phase II file. Chris explained that the Excel file he sent had two sheets, Phase I and Phase II – tabs can be found at the bottom of the Excel file to be able to view both sheets.

Robert has no e-mail. He did receive a copy of the Agenda and minutes but no financial cover sheet. Chris will make sure he receives it.

Chris stated that not a lot of activity occurred. Phase I had some residual activity and Phase II mainly had architect costs.

UPDATE ON LITIGATION: Chris stated that we are right in the middle of litigation. Litigation started in the first week in February and is in session for about three days a week. Leroy Christopherson gave testimony for eight days. Legal council is presenting our case. Chris stated that there is a possibility of a settlement. Susan asked if there was anything unexpected during Leroy's testimony? Leroy stated that it was very trying and draining. Testimony is now being taken by Gen-Con.

Chris feels comfortable with the arbitrator, who will stand behind the law. We will probably prevail, case looking favorable.

STATUS OF MODERNIZATION PROJECTS: **Phase I:** Noble - DSA approved change order. Piedmont will close with exceptions and the missing documents were resent. We should have full certification within two weeks. We are awaiting full certification on the rest of the schools.

Phase II: The Board approved BRCO Construction for the Restroom Remodel project. Restroom abatement will begin on March 8, 2004. Two weeks later on March 22, 2004 construction will start.

The District has advertised for bids on the interim housing and modernization projects for Brooktree Elementary and Majestic Way Elementary. Bids are due in March and will be presented in the April meeting for Board approval.

Advertising for bids on the Berryessa Youth Center Project, and the Morrill & Sierramont Interim Housing Projects are currently underway.

Tuesday, March 2, 2004 the District will hold the mandatory walkthrough to bid for the Berryessa Youth Center Project.

June stated that 5 out of 7 schools are DSA approved. Morrill Middle and Cherrywood Elementary are still awaiting approval. Operations will be working on about 23 or 24 projects within the months to come. June also stated that Principals are being given status updates and tidbits to announce in the school news. Chris will look for notes on modernization on school newsletters.

Susan suggested that the District conduct a community meeting to pass on information regarding the modernization projects. It was suggested that maybe sometime in the month of May would be a good time for the meeting. This meeting could be the kick off for Modernization, Phase II.

LABOR COMPLIANCE: Chris announced that RGM and Associates from Concord were selected to provide our Labor Compliance services. Chris gave out a handout "Statement of Qualifications for Labor Compliance and Administration Services" that highlights RGM and Associate's experience and qualifications.

RGM & Associates will be responsible for certified payroll. They will do monthly audits and will do a yearly presentation to the Board of Trustees. If discrepancies are detected they will handle the situation and if needed enforcement will be handled by them.

Mary asked who handled this process during Phase I. Chris explained that even though certified payroll was required then, the responsibility lay elsewhere. Now the District is responsible, so RGM and Associates were contracted to provide this service. They will conduct random and ongoing interviews and audits to ensure laborers are being paid correctly.

Susan asked how much does a service like this cost. Chris reported that the contract reads, "not to exceed 1% of construction cost." That is what can be apportioned by the state; however that is on hold at this time.

Does the Proposition 55 Bond Measure have any monies for Berryessa? No.

Susan requested that copies of the handouts be given to Dale and John.

The next meeting is scheduled for Wednesday, March 24, 2004.

The meeting adjourned at 8:00 pm.

Submitted by Martha Martin del Campo.