

PASO ROBLES JOINT UNIFIED SCHOOL DISTRICT



Agenda for the SPECIAL MEETING of the CITIZENS' OVERSIGHT COMMITTEE

Monday, December 7, 2020 – 3:30 p.m.

District Office – Board Room

800 Niblick Road, Paso Robles CA 93446

This meeting will be livestreamed via [PRJUSD Broadcasts](#)

1. CALL TO ORDER

2. FLAG SALUTE

3. ROLL CALL

4. ADOPT AGENDA

5. PUBLIC COMMENTS

The County of San Luis Obispo Public Health Department has determined that a Citizens' Oversight Committee meeting would be considered an essential government operation to assure continuity of operations and continuity of government. An in-person meeting for Committee members and Staff will be held with proper physical distancing, masking, and sanitation. However, in order to avoid large crowds and/or too many people in an enclosed area, it has been recommended that the public attend and participate virtually and also follow along on the public [PRJUSD Broadcasts](#). This type of meeting is allowed under the Governor's emergency orders.

WRITTEN PUBLIC COMMENT: To provide written public comment to be read during the meeting, please email 450 words (three minutes) or less to msilva@pasoschools.org. Note on the email, the item number on the agenda, or if it is for an item NOT on the agenda. Public Comments will be accepted via email until 12:00 p.m., December 7, 2020.

Public Comment is limited to three minutes per person and no more than 20 minutes total for any one item. Any documents, petitions, or information for submittal may also be emailed to the address above.

6. CONSENT AGENDA

Items on the Consent Agenda are considered routine, and, therefore do not require separate discussion. However, if discussion is necessary, or if a member of the public wishes to comment on an item, the item may be removed from the Consent Agenda and considered separately. Questions or clarification may be made by the Advisory members without removal from the Agenda

- a. Approve November 16, 2020 meeting Minutes.

7. INFORMATION ITEMS

- a. Review of Measure M Projects Change Orders

8. ACTION ITEMS

- a. Review and Approval of the Measure M Bond 2018-19 Annual Report to the Community

9. MEMBER COMMENTS

10. FUTURE AGENDA ITEMS

11. ADJOURN MEETING

AMERICANS WITH DISABILITY ACT Any individual, who because of a disability needs special assistance to attend or participate in this meeting may request assistance by contacting Confidential Administrative Assistance, Monica Silva (805) 769-1000 ext. 30105. Whenever possible, requests should be made four (4) working days in advance of the meeting.

CITIZENS' OVERSIGHT COMMITTEE (COC) MEETING MINUTES

Paso Robles Joint USD

November 16, 2020

A meeting of the Citizens' Oversight Committee was held on November 16, 2020 at 5:30 p.m.

The meeting was livestreamed at: <https://www.youtube.com/watch?v=rz5g-2O8s-o>

1. Call to Order

Chairperson Patrick Sayne called the meeting to order at 3:34 p.m.

2. Flag Salute

3. Roll Call

Present: Chairperson Patrick Sayne, John Hamon, Jeff Railsback, Lars Jorgensen, Gwen Severson

Absent: Nathan Williams, Diana Ward

District Staff: Curt Dubost, Superintendent, Brad Pawlowski, Assistant Supt., Business Services, Nelson Payton, Director of MOT, Monica Silva, Confidential Admin. Assistant/Recorder.

4. Adopt agenda

A motion was made to approve and adopt the agenda for meeting of November 16, 2020.

MOTION: D. J. Hamon/L. Jorgensen

Motion carried 5-0-2 (Absent: N. Williams, D. Ward)

5. Public Comments

No public comment was received.

6. Consent Agenda

All Consent Agenda items will be acted upon by one motion unless there is a request to remove item(s).

The following Consent Agenda items were acted upon by one motion:

a. Approve September 16, 2019 meeting Minutes

b. Approve December 16, 2019 meeting Minutes

MOTION: J. Hamon/L. Jorgensen

Motion carried 5-0-2 (Absent: N. Williams, D. Ward)

7. Information Items

a. Review Measure M Bond Financial Audit Report Year Ended June 30, 2019

A Financial Audit was conducted on the financial statements of the Measure M Bond for the year ended June 30, 2019. The report by the auditing firm, Christy White states there were no findings to the financial statement in 2018-19. No finding nor recommendations

were addressed. The audit was conducted in accordance with auditing Accounting Principles Generally Accepted in the USA.

Financial Statements, Internal Control, Facility Project Expenditures, Personnel Expenditures, Facilities Site Walk, Contract and Bid Procedures, Change Orders and Citizens' Oversight Committee are areas examined by the audit firm, Christy White. Emphasis was made during the discussion that Change Orders for this report period had not exceeded 10% of the total contract nor was there any indications of possible bid splitting.

b. Projects Update

Mr. Pawlowski shared with the Committee the Measure M Project & Masterplan Update that had been previously shared with the Board of Trustees and also now, with the 7-11 Advisory Committee. It was reported that Mr. Bill Krum and his Committee, appointed by the Board of Trustees, reviewed the 2016 Facility Masterplan in July 2019 and provided an updated list of recommendations to each of the sites listed on the Facility Masterplan.

Joseph "Joe" Wolf, is the new district's Planning & Facilities Manager which will take on responsibilities related to the Measure M Projects and lead the Citizens' Oversight Committee meetings.

c. 7-11 Advisory Committee

Mr. Pawlowski explained that the Committee was titled, 7-11 Committee, as it requires seven to eleven members. The Committee is a surplus property committee that reviews enrollment projections and capacity for the District. The Committee then makes a recommendation to the Board of Trustees of whether they should sell or identify a site as surplus property. At this time, the Governor has allowed the sale of surplus property with proceeds directed to the General Fund. The Montebello Oaks and Phillips Freedom vacant properties were discussed during the 7-11 Committee meetings, where the Committee have passed resolutions identifying both properties as surplus properties. The Committee will provide a recommendation the Board to identify these as such. The Board of Trustees will have the final word on what they wish to do with the recommendation. Having this Committee in place is part of the process for selling public property as it allows for public comment during the meetings.

d. Architect of Record

In early 2021 an RFP will go out to have a pool of architects to be allowed to work in the various district projects versus having a sole architect on all projects.

e. Project Budgets

The Accountability program that was used by Cheryl Mollan, previous Facilities Manager, is no longer used as she handled all the data entry to that program herself. The district will use QSS, the district's financial system, to provide budget reports in the interim of finding a better user-friendly report writer. Mr. Pawlowski plans to share financial statements on a more frequent basis.

f. **Draft Report to Board of Trustees**

Brad will provide a rough draft of the 2018-19 Annual Report to the Community to the Sub-Committee by November 20. Chairperson Sayne, Mr. Railsback and Mr. Jorgensen will help prepare the report. Chairperson Sayne requested to meet on December 7th to review and approve the report. The Committee plan to present the report with the Board of Trustees during the January 12, 2021 meeting.

8. **Action Items**

None.

9. **Member Comments**

Mr. Railsback commented that four members' terms expired in March. Due to not meeting during the Shelter-in-Place, the terms expired and recruitment froze. Mr. Pawlowski will recommend to the Board of Trustees to renew to the four expiring term members and complete another term. Ms. Severson, Mr. Railsback, and Mr. Hamon verbally accepted to continue another term. Mr. Williams will no longer be on the Committee as he was elected to the Board of Trustees effective December 15, 2020. Mr. William's term is currently vacant with expiring term of March 2021. Mr. Pawlowski will update the application to provide the community with the upcoming expiring seats and representations. A newspaper ad will run and notices will be placed on the district's website and Facebook.

10. **Future Agenda Items**

- a. Change the due date of the Annual Report to the second quarter meetings.
- b. Review Change Orders

11. **Adjourn Meeting**

A motion to adjourn the meeting was made.

MOTION: J. Hamon/G. Severson

Motion carried 5-0-2 (Absent: N. Williams, D. Ward)

Chairperson Sayne adjourned the meeting at 5:01 p.m.

CHANGE LOG							ORIGINAL BID PRICE									\$9,633,428.00
ARCHITECT'S PROJECT NO: 17-52						CHANGE ORDERS									50.00	
						CONTINGENCY USED									\$771,200.97	
						TOTAL CHANGES									\$771,200.97	
PROJECT:		Marie Bauer Early Childhood Center					FINAL PROJECT COST									\$9,633,428.00
CONTRACTOR:		Wysong Construction					CHANGE ORDER PERCENTAGE									8.01%
OFFICIAL CONTINGENCY EXPENDITURE ISSUED	CPR NUMBER	WYSONG PCO	WYSONG CE	OFFICIAL C. E. DATE	CPR/PCO/COR DATE	DESCRIPTION	COST	REQUESTED ADDED DAYS	SURVEY	A/E	OWNER	UNFORESEEN	440/DSA	COMMENTS		
#1		1		05/20/20		Abatement at Portable	\$ 7,004.61					X			Unforeseen Condition	
#1		2		05/20/20		Remove and Dispose of Asbestos Containing Drain Pipe	\$ 1,732.32					X			Unforeseen Condition	
#1		3		05/20/20		Locate and Remove Debris from Original Building	\$ 10,684.88					X			Unforeseen Condition	
#1		4		05/20/20		DG Fill for Building A	\$ 78,321.01					X			Unforeseen Condition, new soils recommendation	
#1		5		05/20/20		Fixture P1 type missing from schedule	\$ 2,905.77			X					Fixture type not indicated in Fixture schedule. Contractor had an allowance of \$100.01	
#1		6		05/20/20		Lower sewer line in Building A to avoid footing zone of influence	\$ 4,996.58		X			X			Original survey did not provide invert elevations. Existing invert elevation of sanitary sewer line at 17TH St. Agreed per 10/30 Meeting.	
#1		7		05/20/20		Change washers on shear wall	\$ 6,124.60						X		IOR Requested item	
#1		8		05/20/20		DG Fill for Building B	\$ 23,128.56					X			Unforeseen Condition	
#1		9		05/20/20		Tie in sanitary sewer to 17TH invert	\$ 5,001.14		X			X			Original survey did not provide invert elevations. Unforeseen Condition. Agreed per 10/30 Meeting.	
#1		10		05/20/20		Unsuitable material additional over-excavation	\$ 40,449.89					X			Unforeseen Condition	
#1		11		05/20/20		Unforeseen ancient building foundation and debris removal	\$ 75,855.45					X			Unforeseen Condition	
#1		12		05/20/20		Overhead door power supply.	\$ 3,498.59			X					Omitted item	
#1	2	13		05/20/20		Water and sewer laterals per CPR #02.	\$ 20,601.30			X					Civil did not include work to reconnect existing portable building.	
#1	4	14		05/20/20	04/15/20	Gas line re-routing	\$ 16,343.37			X					Omitted from civil/plumbing drawings	
		15		05/20/20		Water line changes per RFI-055	\$ 30,438.48			X		X			Unforeseen Condition. Original As built drawings showed a 4" water lateral on vine. Agreed per 10/30 Meeting.	
#1		16		05/20/20		Finish Hardware per RFI 037	\$ 15,156.89			X					Incorrect hardware	
#1		17		05/20/20		Finish Hardware per RFI 067	\$ 4,717.68			X					Incorrect hardware	
#1		18		05/20/20		Finish Hardware for Dutch doors - per RFI 072	\$ 728.40			X					Missing hinges	
#2		19		08/11/20		Add seismic valve, upsize pipe, fittings and hangers - RFI 062	\$ 3,057.42						X		IOR requested change	
#2	5	20		08/11/20		Deletion of ductwork in classrooms 2, 4, 6 and 7 per RFI 59	\$ (1,493.00)			X					HVAC adjustment due to conflict with ceiling	
#2		21		08/11/20		Hard lid Fixtures	\$ 1,717.20			X					Coordination item between electrical and architectural	
#2		22		08/11/20		Retaining wall at corrections	\$ 39,949.33		X			X			Civil added details and revised retaining walls due to initial incorrect survey. Refer to attached sheets	
#2		23		08/11/20		Added blocking for hooks in classrooms	\$ 1,331.24				X				Owner requested item.	
#2		24		08/11/20		Added concrete work per city comments	\$ 11,628.85						X		City added items	
#2		25		08/11/20		Water proofing at retaining walls	\$ 4,596.21			X	X				Suggested by Contractor approved by owner.	
#2	14	26		08/11/20	07/07/20	Additional roofing insulation	\$ 1,219.58			X					Incorrect roof drainage detail	
#2		27		08/11/20		Encroachment Permit							X		Zero cost	
#2		28		08/11/20		Added Coat racks and locks to cabinets	\$ 9,624.03				X				Owner requested item	
#2		29		08/11/20		Added plumbing chases to cabinets	\$ 10,210.48					X			Conflict between building framing and plumbing vent lines. King studs could not be penetrated.	
#2	10	30		08/11/20	05/31/20	CPR-10 Ceiling Fans	\$ 9,797.11				X				Owner requested item	
#2	11	31		08/11/20	06/04/20	CPR-11 - Switches to Roll Up doors	\$ 2,658.93				X				Owner requested item	
#2	12	32		08/11/20	06/05/20	CPR-12 - Changes to EIP conference room	\$ 4,806.69				X				Owner requested item	
#2		33		08/11/20		RFI 87 adjustments. Lobby ceiling framing	\$ 3,089.42			X					Omitted detail	
		34		08/11/20		Changes to sheet A3.3 Header at soffit	\$ 493.29						X		IOR requested change	
#2		35		08/11/20		RFI-71 Response -Projector screen added blocking	\$ 1,172.69			X					Omitted item	
#2		36		08/11/20		RFI-63 PSL and Post	\$ 767.00			X					Structural adjustment	
#2	7	37		08/11/20	05/15/20	CPR-07 Changes to LP and Storage rooms	\$ 17,995.50				X				Owner requested change	
#2	8	38		08/11/20	06/05/20	CPR-08 Added dish washer, Washer and Dryer	\$ 18,937.45				X				Owner requested change	
#2	13	39		08/11/20	06/17/20	CPR-13 - Added wood blocking at rake condition	\$ 4,347.47			X					Omitted item	
#2		40		08/11/20		Camera Existing line at Portable.	\$ 525.00					X			Unforeseen condition	
#2		41		08/11/20		Replace 130 If of Existing Sewer	\$ 16,254.04					X			Unforeseen condition	
#2		42		08/11/20		Revise Framing - FTN 3.1 and 3.2	\$ 1,160.24						X		IOR requested change	
	18	43		TBD	07/21/20	CPR-18R1 - RFI 104 - Add Hot Water	\$ 123,238.97				X				Owner requested added scope to bring hot water to all sinks	
		44		TBD		Epoxy Changes	\$ 2,525.98				X				Color selection change. Contractor could not supply the specified product. We can go to solid color.	
		45		TBD		Added Fire Notification Commons Bldg. A	\$ 1,719.30			X					Omitted item	
		46		TBD		Columns to Match Window Sills	\$ 3,637.92				X				Field change to match window sill height	
	22	47		TBD	08/24/20	CPR-22R1 Revised PIV/FDC(Electrical)	\$ 2,502.66			X					The fire line was relocated to the corner of Vine and 16th street. Originally it was located on 16Th Street. Agreed per 10/30 Meeting.	
		48		TBD		COR-48 Added reglet detail transition from single ply to plaster	\$ 11,723.60			X					Missing detail	
	25	49		TBD	08/24/20	COR-049 CPR-025 Add insulation to Ext Pop-outs	\$ 24,820.00			X					DSA request. Agreed per 10/30 Meeting.	
		50		TBD		Revisions to Fencing at Retaining Walls	\$ 2,120.00			X					Incorrect detail for existing condition	
	16	51		TBD	07/21/20	CPR 16 - Credit Window Sill Flashing	\$ (2,165.00)			X						

CHANGE LOG										ORIGINAL BID PRICE	\$19,092,000.00			
ARCHITECT'S PROJECT NO: 17-53										CHANGE ORDERS	\$382,820.00			
										CONTINGENCY USED	\$607,929.00			
										TOTAL CHANGES	\$990,749.00			
PROJECT: Glen Speck Academy of the Arts										FINAL PROJECT COST	\$19,474,820.00			
CONTRACTOR: Newton Construction										TOTAL CHANGE PERCENTAGE	5.19%			
OFFICIAL CONTINGENCY EXPENDITURE ISSUED	CPR NUMBER	N/C/M PCO	N/C/M CE	OFFICIAL C. E. DATE	CPR/PCO/COR DATE	DESCRIPTION	COST	REQUESTED ADDED DAYS	SURVEY	A/E	OWNER	UNFORESEEN	AHJ/DSA	COMMENTS
#1	1	1A		04/09/20	03/03/20	Asbestos Abatement - Bldgs. 4, 5, 6 (CPR 01)	\$ 128,554.00	0				X		Hazardous material report did not include window putty and walls behind tack board
#3		2				Columns, CMU wall, and wood beams (RFI 48)	\$ 2,753.00	0		X				Additional cost per shop drawings markups. Additional detailing required.
#2		3		06/30/20		Asbestos Abatement	\$ 1,914.00	0				X		Existing underground steam pipe was hot.
#2		4		05/07/20		Over Excavation adjustment per Earth Systems letter dated April 16, 2020	\$ 39,488.00	0			X		X	Geotech report used a previous design. Due to split floor, over-excavation was changed which resulted in the added cost.
#3	2	5-R2		06/30/20	04/15/20	CE #011 - #35 Hand Dryers	\$ 17,113.00	0			X			Owner request to add hand dryers to all restrooms. Not noted during design review.
#3		6		06/30/20		CE #013 - #62: Existing Debris and unsuitable material @ east end of Over Excavation	\$ 16,894.00	0				X		Unforeseen condition
#3		7		06/30/20		CE #012 - #60 Learning Stair	\$ 5,945.00	0		X				Additional detailing and steel modifications to learning stairs.
#5	3-R1	8		10/14/20	08/24/20	CE #025 CPR 003 Landscape Revision	\$ 6,360.00	4				X		Relocation of booster pump.
		9				CE #027 - #79: East Side Exterior Paint/Repairs Bldgs. 4,5,6 & 9					X			Rejected Amount = \$54,209.00
#4	5	10		08/11/20		CE #024 - Site Electrical Revisions	\$ 130,833.00	13			X			Owner request to provide new conduits to existing buildings.
#5		11		10/14/20		CE #031 - #92: Retrofit Buildings - Outlets and Raceways	\$ 9,343.00	3		X				Contractor requested additional compensation for demolition of existing outlets in bldg. 5
		12				CE #044 - Paint and Abate Canopies						X		Rejected Amount = \$47,028.00
#4		13		08/11/20		CE #045 - Sewer line Revisions for Building 1	\$ 2,973.00	2		X				Sewer line re-route to avoid permit beam penetration. Agreed to move to A/E column per 10/30 Meeting.
#4		14		08/11/20		CE #41 Damaged Roof Sheeting and Fascia @ Retrofit Buildings	\$ 18,660.00	0				X		Existing condition after removal of existing gutter system.
#4		15		08/11/20		CE #020 - Building 8 Finishes	\$ 25,361.00	0			X			Owner requested added scope at existing building 8 (MPR)
#4		16		08/11/20		CE #028 Canopy Improvements	\$ 24,836.00	0		X		X		Suggested canopy improvement based on existing conditions at edge of existing canopy. No as built information available. The Roof framing replacement accounts for approx. 10% of the change.
#5		17		10/14/20		CE #47 Weld Header Hangers in Retrofit Buildings - RFI 137	\$ 4,338.00	2				X		Unforeseen condition at existing brace framing.
	4	18		08/31/20	08/31/20	CPR 004: Site Utilities	\$ 382,820.00	0			X			Owner requested item after project was bid. The cost is to bring new water, sewer and gas to existing buildings. Owner issued as Change Order.
#5		19		10/14/20		CE #10 Salvaged Material - RFI 44	\$ 14,657.00	0			X			Owner requested change. Replacement of existing marker boards and projection screens in buildings 4, 5, and 6.
#5		20		10/14/20		CE #017 - Revised Door Hardware Schedule	\$ 25,177.00	0		X				Door hardware changes not identified during design
#5	7	21		10/14/20	07/20/20	CE #38 - Retrofit Buildings -Sewer Water and Gas	\$ 111,882.00	20			X			Owner requested scope. New water, sewer and gas inside existing buildings.
#5		22		10/14/20		CE #49 - #96 Switches at Exterior Doors	\$ 2,938.00	1				X		Unforeseen conditions. Existing exterior lights. As built did not provide the information on the switches at exterior doors. Agreed per 10/30 Meeting.
#5		23		10/14/20		CE #53 - #159 Projection Screens in Building 1	\$ 10,694.00	0		X				New projection screens not shown in bldg. 1
		24				CE #57 - #122 Box Column Pop Outs_		0						Rejected by A/E team. Issued CCD to contractor. Rejected amount = \$ 31,339.00
#5		25		10/14/20		CE #58 - #155: Slab at Lower Foundation	\$ 16,870.00	3		X				Structural drawings did not indicate the recessed slab at restrooms
#5		26		10/14/20		CE #032 - #91: Bldg. 6 Existing Outlet Raceways	\$ 10,592.00	5		X				Discrepancy in the demolition work in room 402.
#5		27		10/14/20		CE #55 - Retrofit Added Outlets	\$ 3,388.00	2		X				Added GFCI outlet at sinks. Not shown in original bid documents
		28				CE #48 Waterproofing at Return Walls								Rejected by the A/E Team. Issued CCD to contractor. Rejected amount = \$22,429.00
#5	9	29		10/14/20	08/18/20	CE #54 Delete HVAC Units on Building 8	\$ (35,422.00)	0			X			Deleted new HVAC units in Building 8. Existing MPR
		30												
		31		10/19/20		CE #69 - Misc. Smaller Costs	\$ 11,788.00					X		Small unforeseen items. Owner requested contractor to fix them
TOTALS							\$ 990,749.00							

GLEN SPECK ACADEMY OF THE ARTS SUMMARY OF CHANGES						
Responsibility	Totals	Percentage of Contract				
Owner Requested change	\$647,244.00	3.39%				
A/E Team Item	\$90,218.60	0.47%				
Unforeseen Condition	\$213,798.40	1.12%				
Authority Having Jurisdiction (AHJ) or DSA IOR	\$39,488.00	0.21%				
Total Change Orders	\$990,749.00	5.19%				

CHANGE LOG		ORIGINAL BID PRICE	\$174,000.00
ARCHITECT'S PROJECT NO: 17-58.1		CHANGE ORDERS	\$13,681.30
		CONTINGENCY USED	\$5,000.00
		TOTAL CHANGES	\$18,681.30
PROJECT: Flamson MS - New portable restroom and Shade Structure		FINAL PROJECT COST	\$192,681.30
CONTRACTOR: Garret Thiessen Construction		CHANGE ORDER PERCENTAGE	10.74%

OFFICIAL CHANGE ORDER ISSUED	CPR NUMBER	GTC/PCO	CTG/CE	OFFICIAL C. O. DATE	CPR/PCO/COR DATE	DESCRIPTION	COST	REQUESTED ADDED DAYS	A/E	OWNER	UNFORESEEN	AHJ/DSA	COMMENTS
#1	1	1		07/31/20	05/19/20	Disconnect Power to Portable Restroom @ Glen Speck	\$ 1,873.30		X				Scope of work added by the district due to existing portable building still being connected to live utilities. The Design team did not anticipate the need for offsite work prior to moving the portable. Glen Speck site was closed, and upon arrival the contractor informed that the portable was still connected to the electrical. Moved to A/E Column per meeting on 10/30
#1	1	2		07/31/20	05/19/20	Handrail Modifications and Additions in CPR 01	\$ 6,127.00					X	Hand rails required an extension due to non-confirming existing ramp
#1		3		07/31/20		Labor & Materials for RFI #1 and Additional 425 SF of Concrete Flatwork	\$ 5,269.00				X		Existing electrical line conflict with shade structure foundation. Shade structure had to be shifted therefore increasing concrete area.
#1		4		07/31/20		Labor & Materials for RFI #1 and Additional Earthwork	\$ 5,412.00			X			Owner requested scope to increase concrete area
TOTALS							\$ 18,681.30						

FLAMSON NEW PORTABLE AND SHADE STRUCTURE SUMMARY OF CHANGES

Responsibility	Totals	Percentage of Contract
Owner Requested change	\$ 5,412.00	3.11%
A/E Team Item	\$ 1,873.30	1.08%
Unforeseen Condition	\$ 5,269.00	3.03%
Authority Having Jurisdiction (AHJ) or DSA IOR	\$ 6,127.00	3.52%
Total Change Orders	\$ 18,681.30	10.74%

Proposed Reimbursement	20%	\$ 374.66
Intangible Costs	7.5%	\$ 140.50
Grand Total		\$ 515.16

CHANGE LOG										ORIGINAL BID PRICE									\$5,297,000.00	
ARCHITECT'S PROJECT NO: 18-04										CHANGE ORDERS										\$702,488.80
PROJECT: Flamson MS Classroom Addition										FINAL PROJECT COST										\$5,999,488.80
CONTRACTOR Klassen Corp.										CHANGE ORDER PERCENTAGE										13.26%
OFFICIAL CHANGE ORDER ISSUED	CPR NUMBER	KLASSEN COR	KLASSEN PCO	OFFICIAL CHANGE ORDER DATE	CPR/PCO/COR DATE	DESCRIPTION	COST	REQUESTED ADDED DAYS	SURVEY	A/E	OWNER	UNFORESEEN	AH/DSA	COMMENTS						
#1	1			05/21/19	03/12/19	Electrical Feeder Re-Route - CCD 4	\$87,983.32	12			X	X		Unforeseen condition. Electrical service had to be extended to 24TH street. Owner decided to connect the building to the main service and get rid of the meter/transformer and gain offset from the solar project, avoiding extra charge from PG&E.						
#9	2	5		10/05/20	04/15/19	Limits of Demolition (CREDIT)	-\$17,087.22			X				Reduced limits of demolition.						
#2			2	09/02/19	05/03/19	Trace existing conduit for electrical feeder re-route	\$1,199.44	2				X		Tied to CPR#1						
#3	3	3R1		09/02/20	05/28/19	Hardware Changes	\$24,725.74	15			X			Changes based on district standards not available during design. District standards do not indicate all the accessories. District reviewed drawings and specifications prior to bid Agreed per 10/30 Meeting.						
#3		4R1		09/03/20		Canopy Ledger & HSS Tube	\$8,287.49	0				X		Material specified was not available. Schedule issue.						
#4		3		10/09/19		Wooden Handicap Ramps	\$5,678.57	0			X			Added ramp to provide access to Boys and Girls club where students were being fed. During design the discussion was to use the existing MPR						
#6	4		12	03/02/20	11/18/19	Warning Kitchen - Electrical work installed ONLY - CCD 9	\$4,495.45	15			X			Electrical only. Owner wanted to convert classrooms into a serving area						
#5		5	7	12/31/19		Impact Resistant plywood at corridor	\$5,678.57						X	Plywood added to corridor per IOR suggestion. Not required but suggestion was accepted by the owner.						
#5		5	7	12/31/19		Overtime work at 26Th St.	\$19,721.29	0			X			Accelerated schedule to meet the required delivery date.						
#9		8		10/05/20	11/27/19	Soil Re-work at Over Excavation	\$17,069.34	0				X		Broken irrigation line kept the soil from drying.						
	5		9	11/27/19	06/03/19	Owner requested Projection Screens	\$6,122.00	0			X			Owner changed the projector screen size from 8'x6" to 8'x8"						
#4	6			10/09/19	11/13/19	Revised Flatwork at NW corner - South of Boys & Girls Club - CCD 5	\$83,966.90	0			X			Incorrect survey. Original survey did not indicate the difference in elevation in the area.						
	7					VOID Items were related to the Temp campus.	0							Void						
	8					VOID Items were related to the Temp campus.	0							Void						
	9					VOID	0							Void						
#9	10-R1		27	10/05/20	09/17/19	Traffic Gates - CCD 12	\$52,198.22				X			Owner request to add traffic gates to secure the campus. Total of 3 gates.						
	11				07/22/19	Data Cable extension from FTC	\$0.00							No cost						
	12				08/27/19	Water Service to existing irrigation backflow (POTENTIAL CREDIT)								Pricing never submitted						
	13				08/27/19	Flushometer Change (POTENTIAL CREDIT)								Pricing never submitted						
	14				09/30/19	Underground water and sewer routing changes (POTENTIAL CREDIT)								Pricing never submitted						
#9	15		26	10/05/20	10/29/19	Roof Drainage System re-routing -RFI 19	\$32,938.12	8		X				DSA Approved drawings did not have the pipes connected to storm drainage. IOR questioned the DSA approved drawings and suggested that kids would slip on a freeze day. No storm drain line shown on the west side of the building. Coordination between arch, civil and plumbing and IOR request.						
#8	16		22	05/15/20	11/15/19	Added retaining wall south of Playground - CCD 8	\$33,233.69	5	X		X			Playground equipment was added after the project was awarded to Klassen. It generated a series of changes						
#9	17		15	10/05/20	11/18/19	Change in exterior Light Fixtures	\$3,170.90	0		X				Light fixture model change. No soffit to attach the specified light. Changed to a wall mounted fixture.						
	18				11/20/19	IOR Requested Speakers at Corridor RFI 50	\$0.00	0						Zero cost change						
	19				02/02/20	Revised Fencing - Revised in CPR 30 - CCD 14	\$0.00	0						Part of CPR 30/CCD-14						
#5	20	5	7	12/31/19	12/24/19	Gas service to building - CCD 10	\$26,537.95	5		X				Missing underground gas line to service the building						
#6		11		03/02/20	02/04/20	Additional Exit Signs - Clarification No. 6	\$636.21	0					X	DSA approved plans did not show additional exit lines. IOR requested to add them.						
#6		14		03/02/20	02/11/20	Additional Survey/Staking items_ Restake Utilities/NE Corner /Restake Stairs and Ramps/Restake around bldg.	\$4,831.85	0	X		X			Due to incorrect survey, contractor had to restake the project.						
#6	21		13	03/02/20	12/15/20	Fire Alarm HVAC shutdown module - RFI 51	\$4,313.81	1		X				Although the designed system was approved by DSA. After further internal review with the vendor and the HVAC engineer, the unlisted controller did not meet the current fire code requirements. Agreed per 10/30 Meeting.						
	22				01/14/20	Glazing Change at windows 119D	\$0.00	0						Pricing never submitted						
#9	23		18	03/03/20	02/04/20	Water Heater changes in Janitor Room 118 - CCD 13	\$2,899.49	0		X				Coordination between Plumbing and Architecture. Changed from a water heater to a instant water heater.						
#6	24		10	03/02/20	01/17/20	Added sprinkler heads to enclosed spaces - CCD 11	\$1,648.17	33					X	Added sprinkler heads at enclosed pop-outs. IOR request						
#8	25		21	05/15/20	03/09/20	Restroom Floors - Epoxy Change to Tile	\$37,921.20	15		X				Coordination between structural and architectural. Contractor did not ask the discrepancy in the drawings						
#8			16	05/15/20		Casework Delay	\$4,999.50				X			Kitchen design. Due to the delays, casework has a cost increase.						
	26				03/23/20	Revised Planter layout - East side - Revised in CPR 30 - CCD 14 - VOID														
#7	27		20	05/05/20	04/03/20	LVT Flooring - Change from sealed concrete to LVT	\$18,899.73	15			X			Drawings showed sealed concrete. Owner requested change after bid. Discussion on the final selection for the corridor flooring started when the owner request the addition of the Warning kitchen. Agreed per 10/30 Meeting.						
#9	28		30	10/05/20	04/09/20	Front Row system	\$0.00							Zero cost						
#9	29		25	10/05/20	07/29/20	Flatwork Changes to South Entrance - AC Paving to Concrete	\$17,898.46	6			X			Owner requested change. Original drawings called for Asphalt pavement						
#9			19	10/05/20	03/05/20	Additional Plywood at entrances	\$3,920.66	0			X			Owner requested item. Plywood added to corridor per IOR suggestion. Not required but suggestion was accepted by the owner.						
#9	30		24	09/04/20	07/28/20	SW Retaining Wall added near Tech Bldg. (ADD) and planter revisions (CREDIT) CCD 14	\$137,530.84	45		X				Civil drawings did not address the difference in elevation which affected an existing retaining wall.						
#9			28	10/05/20		Added Soffit vents at exterior	\$3,628.21				X			Missing detail						
	31				09/16/20	Added ramp edge detail per Field Trip Note							X	Will proceed as time and material						
	32				09/16/20	Added latch receiver post per field trip note							X	Will proceed as time and material						
#9			23	10/05/20	09/04/20	Extended General conditions	\$71,829.72	144				X		NOT APPROVED Due to delay claim of 144 days.						
#9	33		24	10/05/20	09/05/20	Deduct fiberglass grate at metal canopies at the 4 corners of building.	-\$4,388.82	0			X									
						TOTAL	\$702,488.80	321						Overall						

CHANGE LOG						ORIGINAL BID PRICE			\$218,000.00				
ARCHITECT'S PROJECT NO: 20-06						CHANGE ORDERS			\$77,504.00				
PROJECT: Virginia Peterson ES - Lunch Shelter						FINAL PROJECT COST			\$295,504.00				
CONTRACTOR: Garret Thiessen Construction						CHANGE ORDER PERCENTAGE			35.55%				
OFFICIAL CHANGE ORDER ISSUED	CPR NUMBER	GTCCOR	GTCE	OFFICIAL C. O. DATE	CPR/PCO/COR DATE	DESCRIPTION	COST	REQUESTED ADDED DAYS	A/E	OWNER	UNFORESEEN	AHJ/DSA	COMMENTS
TBD	1	1			09/01/20	CCD#001 - Seat Wall and Lunch Shelter Area	\$ 25,425.00		X				Corrected civil plans made DSA set, but did not make it into the Addendum prior to bid.
		2			09/01/20	CCD#002 - Modifications to ADA ramp and stall, and Landscaping	\$ 13,927.00		X				Contractor requested changing ramp layout as approved one he said was hard to build. Also included is the removal of 2 trees.
TBD		3			09/01/20	RFI -6 Modifications to gender neutral restroom	\$ 12,851.00		X				added to details for transition between hallway and restroom
TBD		4			09/01/20	Path of Travel to Administration Building modifications	\$ 25,301.00		X				During job walk with DSA inspector, it was determined that the path of travel shown on plans to the office was not in conformance.
TBD		5			09/01/20	Restroom curb repair	?					X	Contractor partially demo'd structural curb when relocating toilet. IOR required repair and it was decided to add lurring as existing chase was inadequate due to previous construction
TOTALS							\$ 77,504.00						

Virginia Peterson ES - Lunch Shelter SUMMARY OF CHANGES

Responsibility	Totals	Percentage of Contract
Owner Requested change	\$ -	0.00%
A/E Team Item	\$ 77,504.00	35.55%
Unforeseen Condition	\$ -	0.00%
Authority Having Jurisdiction (AHJ) or DSA IOR	\$ -	0.00%
Total Change Orders	\$ 77,504.00	35.55%

CHANGE LOG						ORIGINAL BID PRICE		\$116,000.00					
ARCHITECT'S PROJECT NO: 20-08						CHANGE ORDERS		\$9,718.50					
PROJECT: Flamson MS - Lunch Shelter						FINAL PROJECT COST			\$125,718.50				
CONTRACTOR: Garret Thiessen Construction						CHANGE ORDER PERCENTAGE			8.38%				
OFFICIAL CHANGE ORDER ISSUED	CPR NUMBER	GTC COR	GTC CE	OFFICIAL O. DATE	C. CPR/PCO/COR DATE	DESCRIPTION	COST	REQUESTED ADDED DAYS	A/E	OWNER	UNFORESEEN	AHJ/DSA	COMMENTS
TBD	1	1			09/01/20	Grading, compaction, demo, staggered install	\$ 9,718.50					X	additional over-excavation to remove trash/debris in building pad area. Removal of 400 sf of asphalt. Staggering install to expedite concrete pad
TOTALS							\$ 9,718.50						

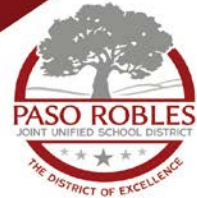
PASO ROBLES HIGH SCHOOL NEW PLAYGROUND (BEARKITTEN) SUMMARY OF CHANGES

Responsibility	Totals	Percentage of Contract
Owner Requested change	\$0.00	0.00%
A/E Team Item	\$0.00	0.00%
Unforeseen Condition	\$9,718.50	8.38%
Authority Having Jurisdiction (AHJ) or DSA IOR	\$0.00	0.00%
Total Change Orders	\$9,718.50	8.38%

Agreed

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Dear Community Members,

Thanks to local voters, the Paso Robles Joint Union School District was very fortunate to pass Measure M authorizing \$95 million in taxpayer bonds to be used to finance improvements and modernizations at various school facilities. As a condition of a law regarding a 55% bond approval margin, the District is required to form an independent Citizens' Oversight Committee (COC). The COC is responsible to ensure funds from the November 2016 bond are expended on voter-approved projects and are mandated by law to report annually to the community. This is the second annual report of the bond program informing our fellow community members of the financial and project construction status.

The COC is comprised of voters who represent the following: Business community, a senior citizen's organization, a bona fide taxpayers' organization, parent teacher organization, a parent or guardian of a child enrolled in the District, and members chosen from the public "at large." During the 2018-2019 term there was a revolving membership, however, the committee always maintained the necessary minimum members. No District employee, official, vendor, contractor or consultant may serve on the committee.

The main responsibilities of the COC are to review the performance and financial audits, inspect construction projects and expenditures, recommend cost-saving measures to the School Board and inform the public of their findings in an annual report. As members of the COC, we are committed to ensure that the District spends Measure M tax dollars responsibly and wisely.

The Measure authorizes improvements and modernizations for the schools within the Paso Robles Joint Unified School District and focuses on the priorities represented in the District's Facilities Master Plan. These priorities include:

- Constructing career technical and vocational education classrooms
- Undertaking basic health and safety improvements at schools and classrooms built decades ago – including one that is over 80 years old
- Repairing and replacing leaky roofs, repair deteriorating plumbing/electrical wiring, heating and air conditioning systems
- Installing Science, Technology, Engineering, Arts and Math (STEAM) labs at schools throughout the District
- renovating and repairing existing classrooms and school facilities
- Retrofitting schools and classrooms for earthquake safety

In this report, we are pleased to say that the district is nearing completion of several projects identified in the District Facilities Master Plan. Those include:

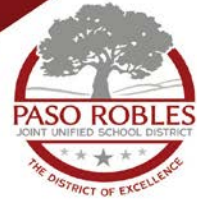
- Flamson 10 classroom addition (January 2021)
- Temporary campus at 26th Street (January 2021)
- Marie Bauer Early Learning Academy (February 2021)

Additionally, some projects approved at the January 25, 2020 board meeting, were designed, received regulatory approval and were completed during the summer of 2020. Those projects included:

- Heating, Ventilation and Air Conditioning (HVAC) replacement at Virginia Peterson and Pat Butler

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- Roof replacement at Virginia Peterson and Pat Butler
- Installation of shade structures at Virginia Peterson and Flamson
- Repainting of Virginia Peterson and Pat Butler

In December 2019, the Manager of Facilities and Planning, retired from the district. The district took many months to fill this vacant position. During the absence of the Manager of Facilities and Planning, the Director of Maintenance, Operations and Transportation (MOT) Nelson Payton performed all of these tasks. The committee appreciates the hard work of Mr. Payton as he has navigated taking on this interim role.

In the summer of 2019, the Board of Trustees appointed a citizens committee to review the 2016 Facilities Master Plan (FMP). During this review, the committee identified, due to the changing needs of the district, a shift of focus should occur as to the types of projects that are approved and funded by the Board of Trustees. The committee determined that three items should become top priorities of the district. These include: roof renovations, HVAC renovations, and shade structures for student eating areas. On January 25, 2020, the Board of Trustees approved these findings and approved the design and construction of projects listed above.

The Aquatic Complex at Paso Robles High School, has been designed and has received DSA approval. As of the publication of this report, the project continues to be on hold, pending the completion of other projects, which could allow for a reallocation of funding for the Aquatics Complex.

The district has convened a Surplus Property Committee (also known as 7-11 Committee) to evaluate future enrollment and existing capacity of school sites. The 7-11 Committee has met four times and anticipates providing a recommendation and report to the Board of Trustees by January 12, 2021. Until this report is submitted, the Board of Trustees has paused any additional major modernization projects. This includes the design and upgrades at Georgia Brown Elementary.

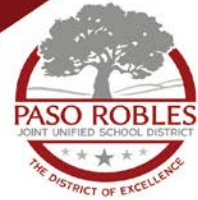
Financial Status

The District sold Series A, valued at \$40,000,000, of the General Obligation Bonds (Bonds) on May 31, 2018. The majority of Bonds funds or 85% of the funds must be expended or committed by contract within 3 years following issuance. The Board approved of the sale of 2017 General Obligation Bond Anticipation Notes (Notes) in the principle amount of \$3,000,000, collateralized by the Bonds, which are being used as an advance to pay for the upfront planning costs for the projects described in, and authorized by, Measure M. The principal balance on the Notes was repaid on June 1, 2018 from the proceeds of Series A. The District sold Series B, valued at \$30,000,000, of the General Obligation Bonds (Bonds) on September 11, 2020. Expenditures made using the Notes follow the same guidelines as the Measure M Bonds. Expenditures of the bond notes are restricted to finance improvements and modernizations at various school facilities and will not be used for other District obligations.

The interest on the Notes as well as the interest and principle on the Bonds are financed through property taxes collected. The measure's tax rate, as advised by the District's financial advisor, is \$48.53 per \$100,000 of assessed valuation per year. The tax rate cannot legally exceed \$60.00 per \$100,000 when combined with other previously issued School Bonds.

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In November 2018, Moody’s Investor Services downgraded the district’s credit rating to A1 (Negative Outlook) from Aa3. This downgrade was directly related to District maintaining less than the State mandated three (3) percent reserve for economic uncertainty. Since that time, the district has significantly improved its financial position. This is evident by the change in the district’s credit rating. On August 6, 2020, Moody’s Investors Service removed the Negative Outlook. The rating action press release said, “Removal of the negative outlook is driven by improved governance and primarily reflects new management’s meaningful progress toward improving general fund reserves from previously weak levels. Despite slowed state aid growth, we expect the district’s thin, albeit satisfactory finances will remain stable under new management’s improved fiscal prudence.”

Construction and modernization of school facilities are costly endeavors and the majority of the financial burden is held at the local level. The State of California has assisted through the School Facilities Program (SFP), which provides a wide variety of state funding. Funding for projects approved in the SFP comes exclusively from statewide general obligation bonds approved by the voters of California. The most recent statewide bond, Proposition 51 (November, 2016) has been fully exhausted as of the date of this report. On March 3, 2020, California voters rejected Proposition 13, a \$15 billion state bond for school facilities. The failure of this bond will prevent any near-term financial support for the district through the SFP reimbursement process. The financial burden for all facility improvements will continue to fall solely on the shoulders of the district.

Revenue

	Bond Authorization	Revenues	Expenditure/ Encumbered	Fund Balance
Measure M Bond Authorization	\$95,000,000			
Bond Anticipation Notes 8/24/17		\$3,000,000		
Bond Issue May 31, 2018	\$40,000,000	\$37,000,000		
Bond Issue September 11, 2020	\$30,000,000	\$30,000,000		
Bond Program		\$70,000,000	\$34,589,362	\$35,410,637

Measure M Project Status

(As presented at the March 12, 2019 School Board Meeting)

Projects Completed or Nearing Completion

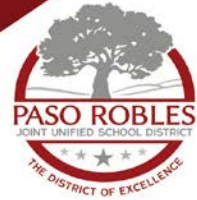
Flamson Middle School	Bond funds were used to add topsoil, hydroseed and install irrigation on the playing field. Project completed December 2017 at a cost of \$10,956.17.
26 th Street Temporary Campus	Site work for the installation of all of the temporary relocatable buildings is under construction. The low bid was \$1,272,446.
Marie Bauer Early Childhood Education Center	The project was awarded on October 8, 2019 for \$10,513,428.

Under Construction

Glen Speck Academy of Arts	The project was awarded on January 25, 2020 for \$19,092,000.
Technology Upgrades	District wide network upgrades. Partially funded through federal E-rate reimbursement program

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Shade Structures (Pat Butler and Winifred Pifer)	The Board of Trustees has approved the installation of these shade structures, however, there are uncertified projects on these campuses that must be closed prior to starting. The certification part of the project is in process.
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Projects in Planning

Glen Speck Multi-Purpose Room	The Board of Trustees have approved the use of the Lease-Lease Back construction delivery method. The district will be publishing a Request for Proposals (RFP) to begin this process in February 2021. (See brief description of Lease-Lease Back description below)
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Future Projects

Undetermined	Future projects will be determined after the final report from the 7-11 Committee.
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Lease-Leaseback (LLB) Construction Delivery Method

The lease-leaseback construction delivery method is authorized in education Code 17406/7 and was updated with the passage of AB 2316. In this process, Districts must conduct competitive process to select contractor who provides the “best value” to the district. The district will issue a Request for Proposals (RFP) which is required to be adopted by the Board of Trustees. This RFP will be published, which contain procedures and guidelines for evaluating proposals that ensure best value process is “fair and impartial.” Proposals submitted in response to a request for RFP must be ranked by their best value scores and the board must award to the contractor that submitted the sealed proposal determined to be the best value. The bill expressly permits a school district to award a single lease-leaseback contract that includes preconstruction services in the same contract to the contractor who will be providing construction services. AB 2316 also permits a school district to award the LLB contract for an agreed-upon lump sum or a fee for performing the services. As of the publication of this report, the Board of Trustees has authorized this delivery method for the design and construction of the multi-purpose room at Glen Speck. The Board of Trustees and district administration believes this delivery method can help control potential costly change orders and produce a higher quality project because of the highly collaborative process used early in the design stage between the design team, the contractor and the district.

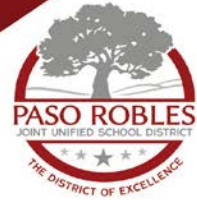
Financial and Performance Audit Summary

During the review of expenditures, the Committee specifically analyzed the number of change orders by project. Staff provided change order summaries, that identified the cause of each change order. They are:

- Regulatory agency (DSA, City, etc.)
 - Changes required by the authority reviewing the project to meet field conditions.
- Unforeseen
 - Changes related to unforeseen conditions found during construction.
- Owner directed
 - The district directs additional improvements or added project scope during the course of construction.
- Error or omission

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- Changes related to work that was omitted from the original plans. The majority of this work does add value to the project and would have been included in the original bid price had the plans and specifications included the details.

The Committee reviewed seven projects. Three of the seven projects exceeded 10% of total change order value compared to the original bid. The Committee recommends that the district administration negotiate with the architect of record to receive reimbursement for any change order that was caused by an architect error or omission. The district typically pays a “premium” for change orders, so had plans or specifications been more complete, the district would have avoided the premium costs.

Article 13A of the California Constitution allows for a 55% majority vote to pass a local School Bond. The law mandates that Paso Robles Joint Unified School District follow the requirements of Section 15278 of the California Education Code Section 1(b)(3)(C) which requires that the School Board, conduct an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed in the bond measure. Section 1(b)(3)(D) requires the School Board to conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended for the school facilities projects.

An audit of the Paso Robles Joint Unified School District’s Measure M Building fund for the year ending June 30, 2019 was conducted by the independent auditing firm of Christy White and Associates as prescribed in Title 5 *California Code of Regulations* section 19810. The independent audit reviewed the following areas:

- Section I- Financial Audit Procedures and Results
 - Financial Statements
 - Internal Control Evaluation
- Section II – Performance Audit Procedures and Results
 - Facility Project Expenditures
 - Personnel Expenditures
 - Facilities Site Walk
 - Contract and Bid Procedures
 - Contracts and Change Orders
 - Citizens’ Bond Oversight Committee (CBOC)

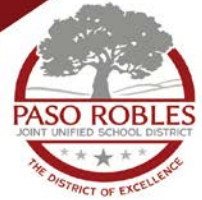
The audit concluded “In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Measure M Bond Building Fund of Paso Robles Joint Unified School District, as of June 30, 2019, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America. See attachment A for the Report on Performance letter. A copy of the complete audit can be found on the district website.

The Measure M Bond Oversight Committee:

Patrick J. Sayne Ed.D., Senior Citizen Organization
 Jeff Railsback, Parent and member of Parent Teacher Association
 John Hamon II, Taxpayer Organization
 Nathan Williams, Parent with a Child
 Lars Jorgensen, Business Organization

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Gwen Severson, Member-At Large
Diane Ward, Member-At-Large

If you are interested in serving on the Citizens' Oversight Committee, contact:

Monica Silva
Confidential Administrative Assistant
(805) 769-1000 Ext. 30105
msilva@pasoschools.org

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