

SUPERINTENDENT'S REPORT  
January 11, 2010

**BOARD AGENDA ITEM**

TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: Update on Measure C Renovation Project

---

The renovation plans for the Measure C renovation project have been returned from DSA to PMSM with only minor revisions necessary.

We received a final completion notice from DSA on the installation of the three portables in 1999. A project completion notice was not received following the installation and would hold up our current project.

We are working with PMSM to get completion notices for the classroom work in the 1980s (Rooms 4 & 5) and the library project in 1994.

I plan to meet with the architect to review the revisions and final plans before re-submission to DSA for final approval.

We are waiting for the estimation on the construction documents from Leland Saylor and Associates.

We expect DSA approval in March, go out to bid in April, and start in June.

Included with this agenda item are the following:

- A summary sheet of expenses paid to date from the bond fund
- the most recent invoice from PMSM that shows a summary of contracted fees and services and payments to date.
- The final elevation of the plans for the front ramp system

10. C. I.

21-9010-0000-8500-5800

2,439,543.10

1/1/00	4/8/09 Phillips Metsch Sweeney Moore	3,495.00
1/2/00	6/3/09 Phillips Metsch Sweeney Moore	3,694.50
1/3/00	6/3/09 Phillips Metsch Sweeney Moore	2,296.50
1/4/00	7/7/09 Phillips Metsch Sweeney Moore	3,694.50
1/5/00	8/13/09 Phillips Metsch Sweeney Moore	5,092.50
1/6/00	9/16/09 DSA	12,700.00
1/7/00	9/16/09 Above Grade Engineering	2,900.00
1/8/00	11/4/09 Phillips Metsch Sweeney Moore	68,278.00
1/9/00	12/1/09 Pacific Materials Laboratory	145.00
1/10/00	12/4/09 Division of State Architect	150.00
1/11/00	12/8/09 Phillips Metsch Sweeney Moore	31,532.00
1/12/00	12/17/09 Division of State Architect	150.00
1/13/00	12/17/09 Division of State Architect	150.00
1/14/00	12/28/09 Phillips Metsch Sweeney Moore	65.00

134,343.00

2,305,200.10

10.C.2

**Invoice**PMSM  
ARCHITECTS

Cold Spring School District  
2243 Sycamore Canyon Road  
Santa Barbara, CA 93108

October 31, 2009

Project No: 009014.01

Invoice No: 8

Project 009014.01 Cold Spring School District  
Cold Spring School District Modernization  
Per Agreement dated 3/9/09 and Amendment Letter Dated 8/17/09  
Professional Services from October 1, 2009 to October 31, 2009

**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Construction Documents and DSA Approval	128,100.00	90.00	115,290.00	102,480.00	12,810.00
Bidding Assistance	8,600.00	0.00	0.00	0.00	0.00
Construction Administration	60,160.00	0.00	0.00	0.00	0.00
Direct Reimbursables	3,990.00	70.00	2,793.00	2,793.00	0.00
Total Fee	200,850.00		118,083.00	105,273.00	12,810.00
Total Fee					12,810.00

Total this Invoice \$12,810.00

**Outstanding Invoices**

Number	Date	Balance
6	8/31/09	18,722.00
Total		18,722.00

**Billings to Date**

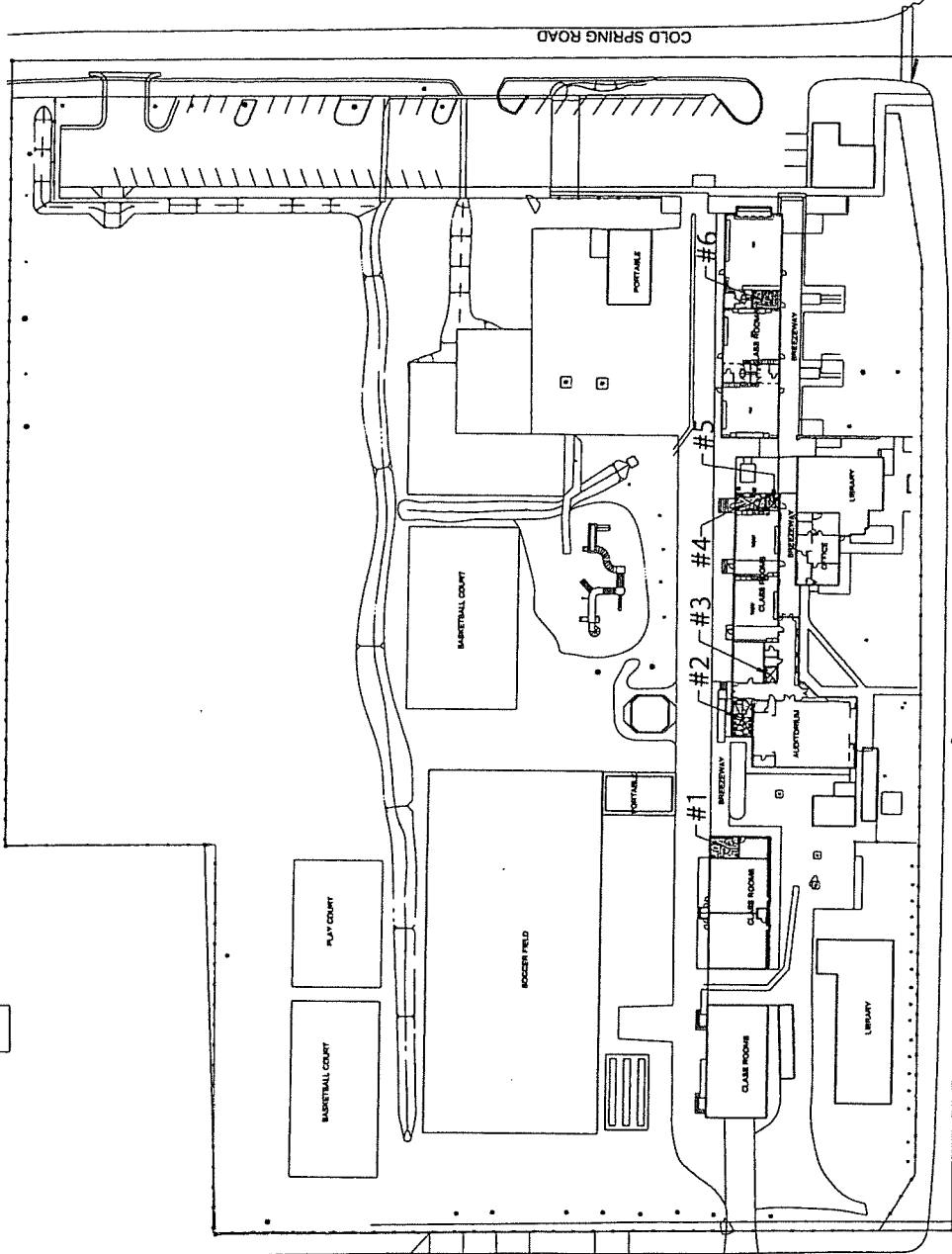
	Current	Prior	Total
Fee	12,810.00	105,273.00	118,083.00
Totals	12,810.00	105,273.00	118,083.00

10.C.3.



1004 EAST MAIN STREET  
SANTA MARIA, CA 93454  
TEL 805 923 7471 FAX 805 923 7490

- ROOMS
- 11 BOY'S ACS RR
- 12 GIRL'S ACS RR
- 13 STAFF RR
- 14 BOY'S RR
- 15 BOY'S ACS RR
- 16 STUDENT UNIFORM RR
- LOBBY
- BOY'S RESTROOMS
- GIRL'S RESTROOMS
- STUDENT/ADULT RESTROOMS
- STAFF/ADULT RESTROOMS



COLD SPRING SCHOOL SITE PLAN

SCALE: 1" = 30'-0"



<p> <b>COLD SPRING SCHOOL</b>  <b>DISTRICT</b>  <b>COLD SPRINGS</b>  <b>ELEMENTARY</b>          22243 SYCAMORE CANYON RD.          SAN ANTONIO, BARBARA, CA 93108       </p>	<p>         PROJECT: COLUMBIAS &amp; STATE          SHEET: 100       </p>
--	---



10.C.8.



ACTION  
December 14, 2009  
January 11, 2010

**BOARD AGENDA ITEM**

TO: Board of Trustees

FROM: Bryan McCabe, Superintendent/Principal

RE: Updated information related to the request for Board approval of a proposal by bitvision for the purchase and installation of a video surveillance system

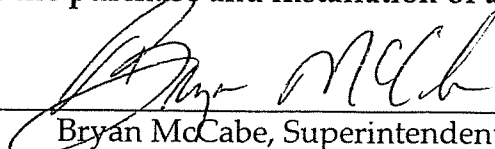
At last month's meeting I presented a proposal from bitvision for the purchase and installation of a video surveillance system at Cold Spring School. The Board directed me to request bitvision to provide a lower cost proposal and a proposal with a third camera added for the Kindergarten yard.

Attached is a new proposal from bitvision. Below is a comparison of the two proposals.

Item	Version 1 – December	Version 2 – January
DVR 3 TB Video hard drive	\$2,995.99	\$2,525
2 Megapixel IP camera	2 @ \$743.99	3 @ \$799.99
Infrared camera housing	2 X @ 359.99 (should be 2 units)	Included with above camera
Power over Ethernet kit	2 @ \$41.99	3 @ 41.99
Monitor	\$359.99	\$169
Set up	\$665	\$665
Mounting cameras	\$260	\$260
Cable installation	\$650	\$650
TOTAL (includes sales tax)	\$7,299.19	\$7,377.13

Although the cost is slightly more, the Version 2 proposal includes a third camera with no additional installation cost since Christian has offered to assist with the installation and mounting. The cameras in Version 2 are less expensive because the camera and exterior housing are one unit. However, the camera still offers high quality resolution and recording, which all vendors contacted have recommended for our needs.

I recommend that the Board of Trustees approve the proposal from bitvision for the purchase and installation of a video surveillance system.

  
Bryan McCabe, Superintendent/Principal

H. D.

# **bitvision**

Peace of mind IT

**We have prepared a quote for you**

**Cold Springs School-Security Camera System**

**Quote #000046**

Version 2



Phone: 805-640-3300  
Email: [sales@bitvision.com](mailto:sales@bitvision.com)  
Web: [www.bitvision.com](http://www.bitvision.com)

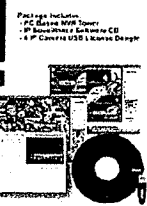

**pared For**

l Spring School  
an McCabe  
3 Sycamore Canyon Rd  
ta Barbara, CA 93108  
ne:

il: bmccabe@coldspringschool.net

**Prepared By**

Anthony Winecoff  
Phone: 805-640-3300  
Email: Tony@bitvision.com

Security Camera Hardware		Price	Qty	Extended
 <p>O-PC4IP</p> <p>4 Channel NUUO PC Based Surveillance DVR based, 3 TB Video Hard Drive,</p>		\$2,525.00	1	\$2,525.00
 <p>-12V48</p> <p>POE-12V48 Power over Ethernet, POE Injector Kit</p>		\$41.99	3	\$125.97

## Security Camera Hardware

		Price	Qty	Extended
IP7361	Vivotek IP7361 Megapixel IR Network Camera	\$799.99	3	\$2,399.97
	<p><u>Manufacturer:</u> Vivotek, Inc</p> <p><u>Product Model:</u> IP7361</p> <p><u>Product Type:</u> Surveillance/Network Camera</p> <p>Vivotek IP7361 is a high-end 2-megapixel network bullet camera built for outdoor surveillance. With high resolution video and a combination of outdoor-specific features such as concealed wiring to prevent tampering, the IP7361 is the camera of choice for applications such as parking lots, gas stations, and building exteriors.</p> <p>2-megapixel CMOS Sensor 3 ~ 9 mm Vari-focal, Auto-iris Lens Built-in IR Illuminators, effective up to 25 Meters Real-time MPEG-4 and MJPEG Compression (Dual Codec) Multiple Streams Simultaneously ePTZ for Data Efficiency Activity Adaptive Streaming for Dynamic Frame Rate Control Weatherproof IP67 rated Housing Built-in 802.3af Compliant PoE Power Over Ethernet Two-way Audio via SIP Protocol Built-in SD/SDHC Card Slot for On-board Storage Mounting Bracket with Cable Management for Protected Installation</p>			
Cat 5	Cat 5 Cable	\$0.35	400	\$140.00
	Acer 19 -Inch Monitor	\$169.00	1	\$169.00
<b>Security Camera Hardware Subtotal</b>				<b>\$5,359.94</b>

## Installation Labor

		Price	Qty	Extended
	Setting up Camera and Recorders	\$95.00	7	\$665.00
	Mounting Cameras	\$65.00	4	\$260.00
	Cable Installation	\$65.00	10	\$650.00
<b>Installation Labor Subtotal</b>				<b>\$1,575.00</b>

## Shipping

		Price	Qty	Extended
	Free Shipping	\$0.00		\$0.00
<b>Shipping Subtotal</b>				<b>\$0.00</b>

Security Camera Hardware		\$5,359.94
Installation Labor		\$1,575.00
Shipping		\$0.00
<b>Subtotal</b>		<b>\$6,934.94</b>
<b>Tax</b>		<b>\$442.19</b>
<b>Total</b>		<b>\$7,377.13</b>

Thank you for using bitvision. Our friendly, full service IT staff will provide you assistance with all your home and business technology needs. When you think technology, think bitvision.

# **bitvision**

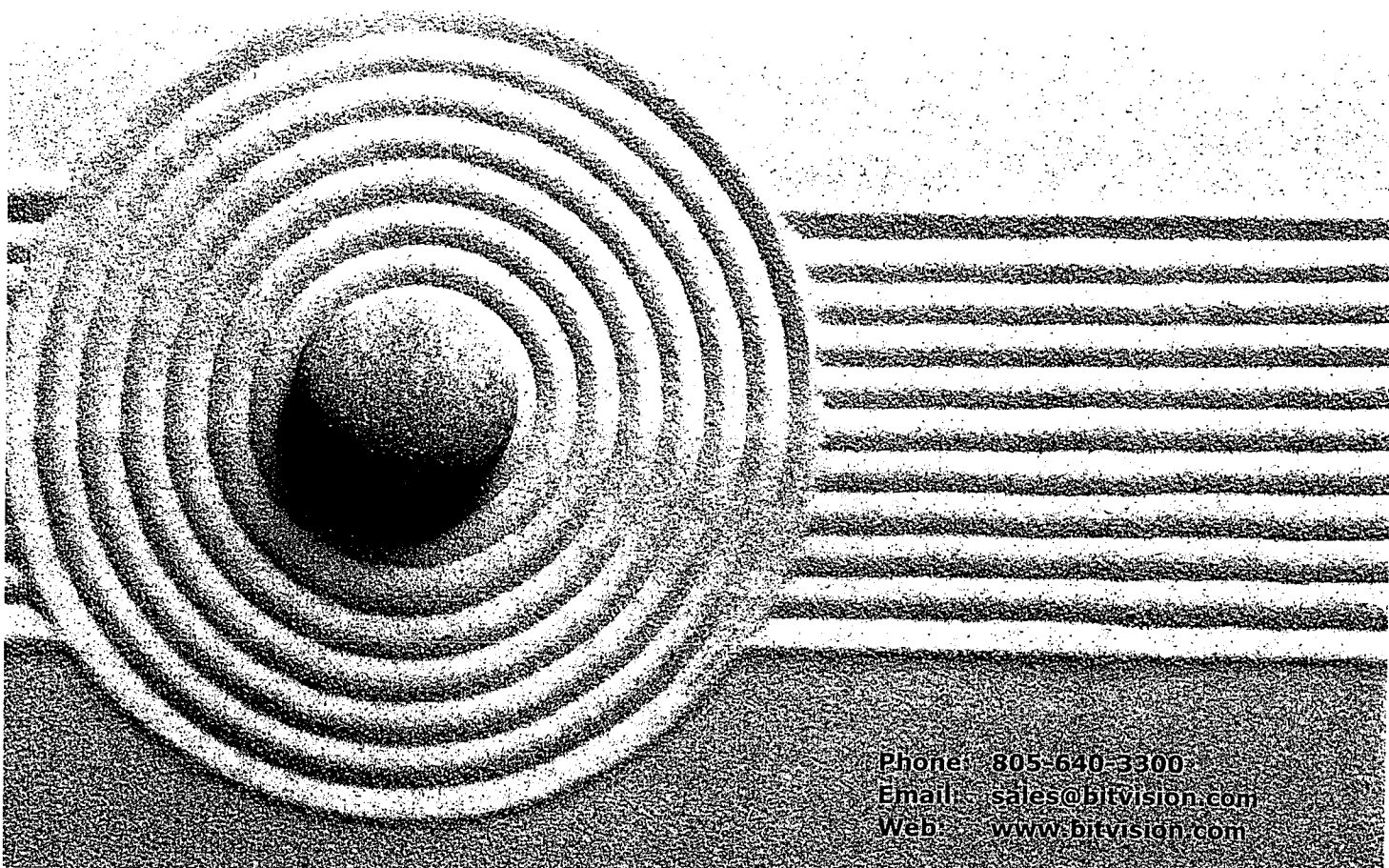
Peace of mind IT

**We have prepared a quote for you**

**Cold Springs School**

**Quote #000046**

Version 1



Phone: 805-640-3300  
Email: [sales@bitvision.com](mailto:sales@bitvision.com)  
Web: [www.bitvision.com](http://www.bitvision.com)

**pared For**

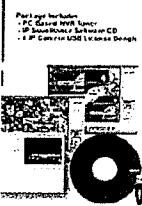
1 Spring School  
in McCabe  
3 Sycamore Canyon Rd  
a Barbara, CA 93108  
ne:

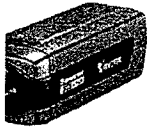
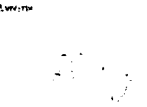

il: bmccabe@coldspringschool.net


**Prepared By**

Anthony Winecoff  
Phone: 805-640-3300  
Email: Tony@bitvision.com

**Priority Camera Hardware**

		Price	Qty	Extended
<p>O-PC4IP</p>  <p>Part # per Unit - PC Based NVR Unit - IP Surveillance Software CD - 4 IP Camera USB License Dongle</p>	<ul style="list-style-type: none"> <li>• 4 Channel NUUO PC Based Surveillance DVR based, 3 TB Video Hard Drive,</li> </ul> <p>The NUUO-PC4IP is a 4 channel PC Based, IP Network Video Recorder (NVR) with a USB software license dongle to support up to 4 normal resolution or megapixel IP cameras. The 4 IP camera license can be used in conjunction with NUUO DVR cards to create a hybrid surveillance system or by itself to create a pure IP based surveillance system. The NUUO-PC4IP comes with a PC Based Network Video Recorder (NVR), the IP Surveillance Software CD and a 4 IP Camera USB License Dongle. Your surveillance system can be expanded at any time by purchasing additional license dongles for up to 64 normal resolution cameras or 32 megapixel cameras. The modular design of NUUO allows you to grow your system as needed with both IP cameras and CCTV cameras. CCTV Camera Pros can also custom build a NVR / DVR system for you using the SCB IP+ 04 software.</p>	\$2,995.99	1	\$2,995.99

Security Camera Hardware		Price	Qty	Extended
	IP-V97161 2 Megapixel IP Camera, CMOS Sensor, 4.5 ~ 10 mm Vari-focal  The IP-V97161 two (2) megapixel IP camera boasts high-definition (1600 x 1200) resolution that delivers very clearly detailed images. It also provides a coverage area 6 times larger than a VGA camera. It's simulated "ePTZ" (pan, tilt, zoom) functions enable users to move quickly to a targeted area for close-up shots without moving the camera physically. Multiple video streams can be delivered simultaneously in different resolutions, frame rates and image qualities for viewing on various platforms such as desktop PC's, 3G cell phones or NVR's (network video recorders). This helps to meet different surveillance requirements or bandwidth constraints. To consistently maintain superior image quality during 24-hour surveillance, the IP-V97161 comes with a removable IR-cut filter to accept IR illumination (night) and an auto-iris lens (day) to react to frequent light changes. The IP-V97161 2 megapixel IP camera includes other advanced features such as, 802.3af compliant PoE to support power over Ethernet, HTTPS encrypted data transmission for added security and two-way audio via SIP protocol.	\$743.99	2	\$1,487.98
	Vivotek AE2000 Infrared Camera Housing, IR Housing, TPH6000-085/11IRH,IR  The Vivotek AE2000, TPH6000-085/11IRH infrared camera housing has a built in Heater/Blower for extreme cold or warm outdoor surveillance applications. This IR illuminator housing has 11 high powered infrared LEDs which enable the IP-V97161 2 megapixel IP camera to see in complete darkness while in night mode. This camera housing has an IP67 weatherproof rating and is vandal resistant. The housing is made of die-cast aluminum which is resistant to impact and salt damage. The inner dimensions are W110mm x L200mm x H115 mm. The inner dimensions are W110 x L200 x H115 (mm).	\$359.99	1	\$359.99
	POE-12V48 Power over Ethernet, POE Injector Kit	\$41.99	2	\$83.98

Security Camera Hardware		Price	Qty	Extended
	22 Inch LCD Monitor, VGA Input, DVI Input, 1600 x 1200 Resolution	\$359.99	1	\$359.99
	Video Surveillance Monitor Features <ul style="list-style-type: none"> <li>· 22" Widescreen Format</li> <li>· VGA and DVI video inputs</li> <li>· 1680 x 1050 Video Resolution</li> <li>· Use with <u>Stand Alone Digital Video Recorders</u></li> <li>· Use with PC Based <u>Geovision Surveillance Systems</u></li> <li>· VESA Mounting Compliant</li> </ul>			

**Security Camera Hardware Subtotal** **\$5,287.93**

Installation Labor		Price	Qty	Extended
	Setting up Camera and Recorders	\$95.00	7	\$665.00
	Mounting Cameras	\$65.00	4	\$260.00
	Cable Installation	\$65.00	10	\$650.00
<b>Installation Labor Subtotal</b>				<b>\$1,575.00</b>

Shipping		Price	Qty	Extended
	Free Shipping	\$0.00		\$0.00
<b>Shipping Subtotal</b>				<b>\$0.00</b>

Security Camera Hardware	\$5,287.93
Installation Labor	\$1,575.00
Shipping	\$0.00
<b>Subtotal</b>	<b>\$6,862.93</b>
<b>Tax</b>	<b>\$436.26</b>
<b>Total</b>	<b>\$7,299.19</b>

Thank you for using bitvision. Our friendly, full service IT staff will provide you assistance with all your home and business technology needs. When you think technology, think bitvision.



SUPERINTENDENT'S REPORT  
February 8, 2010

**BOARD AGENDA ITEM**

TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: **Update on Measure C Renovation Project**

---

The following tasks are underway for the Measure C Renovation Project

- ✓ • Begin the process to pre-qualify contractors
- Develop the District's general conditions ("contract provisions") for the bid document
- Final meeting with teachers to review classroom renovations
- Informal meetings and site visits to finalize decisions on finish products (carpet, flooring, counter tops, wall surfaces) MH.
- Obtain cost estimate from Leland Saylor
- Board presentation by PMSM to summarize of the above prior to the formal bid process.

Included with this agenda item are the following:

- A summary sheet of expenses paid to date from the bond fund. (The board requested a format that provides a cost and balance to date. I created this draft for the Board's review and input.)
- Analysis of Issuance for Measure C. (Requested by the Board at the January meeting.)
- The plans for adding the cut-out section at the student drop-off area, which is the only project addition required by DSA

10.C.1.

COLD SPRING SCHOOL DISTRICT  
Measure C Cost Breakdown

Month	Payee	Professional Services	Engineering, Labs, & fees	Construction	Other	Cost Summary to date
Bond Proceeds						
						\$2,439,543.10
April 2009	PMSM	3,495.00				\$3,495.00
May 2009	PMSM	3,694.50				\$3,694.50
June 2009	PMSM	2,296.50				\$2,296.50
July 2009	PMSM	3,694.50				\$3,694.50
August 2009	PMSM	5,092.50				\$5,092.50
September 2009	DSA		\$12,700.00			\$12,700.00
	Above Grade		\$2,900.00			\$2,900.00
November 2009	PMSM	68,278.00				\$68,278.00
December 2009	Pacific Materials		\$145.00			\$145.00
	DSA		\$150.00			\$150.00
	PMSM	31,532.00				\$31,532.00
	DSA		\$150.00			\$150.00
	DSA		\$150.00			\$150.00
January 2010	PMSM	65.00				\$65.00
TOTAL SPENT						
		118,148.00	\$16,195.00	\$0.00	0	\$134,343.00
BUDGET		200,850.00	0	\$1,800,000.00	0	\$2,439,543.10
BALANCE		82,702.00	(\$16,195.00)	\$1,800,000.00	0	\$2,305,200.10

16.C.2.

2/5/10

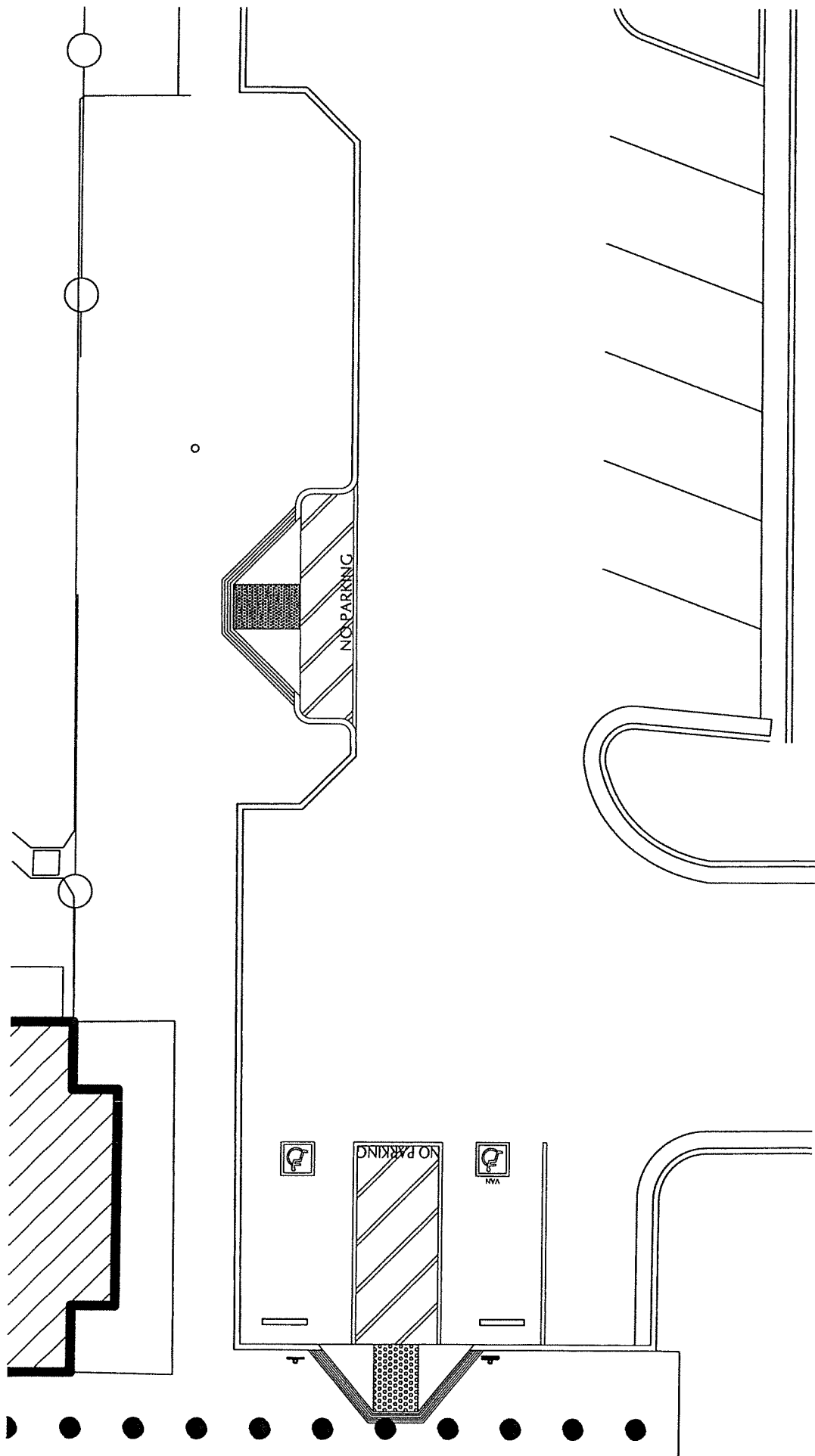
## SOURCES AND USES OF FUNDS

Cold Spring Elementary School District  
Election of 2008 General Obligation Bonds, Series A & B  
Final Pricing Numbers

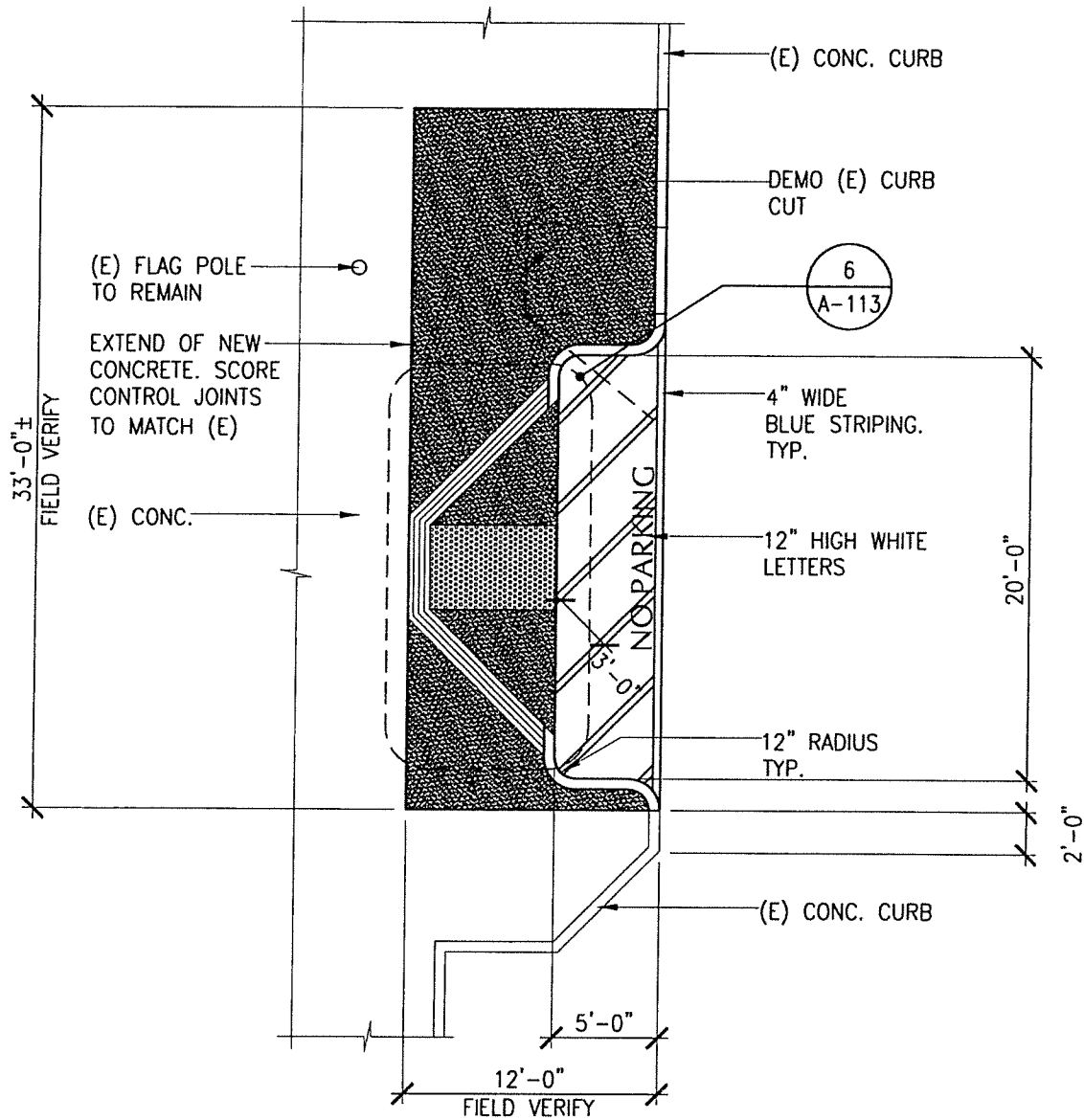
Dated Date                    11/19/2009  
Delivery Date                11/19/2009

Sources:	Election of 2008 G.O. Bonds, Series 2009B	Election of 2008 G.O. Bonds, Series 2009A	Total
Bond Proceeds:			
Par Amount	861,109.40	1,578,433.70	2,439,543.10
Net Premium/OID	48,301.45	86,259.35	134,560.80
	909,410.85	1,664,693.05	2,574,103.90
Uses:	Election of 2008 G.O. Bonds, Series 2009B	Election of 2008 G.O. Bonds, Series 2009A	Total
Project Fund Deposits:			
Project Fund	861,109.40	1,578,433.70	2,439,543.10
Delivery Date Expenses:			
Cost of Issuance	34,353.76	62,971.24	97,325.00
Underwriter's Discount	11,175.45	20,484.83	31,660.28
	45,529.21	83,456.07	128,985.28
Other Uses of Funds:			
Debt Service Fund	2,772.24	2,803.28	5,575.52
	909,410.85	1,664,693.05	2,574,103.90

10.C.3



10.C.4.



## DROP-OFF ZONE

SCALE: 1/8" = 1'-0"

10 C. 5'

# Cold Spring School



## DISTRICT NEWS

### SPRING EVENT

The Cold Spring School Foundation's annual Spring Event is scheduled for Friday, April 23. This year's theme is "Butch Cassidy and the Cold Spring Kid." The event is being held at the Santa Barbara Carriage Museum.

### K REGISTRATION

Cold Spring School is now registering students who will start Kindergarten in the fall of 2010. Contact the school office at 969-2678 for more information.

### NEW SECURITY CAMERA

Cold Spring School has three new security cameras. The cameras provide the office, which is located in the middle of the school, to view the campus entrances. Two cameras are installed for the Cold Spring Road entrance and one camera is located by the Stoddard Lane entrance to the campus.

### 2010-11 CALENDAR

The Board adopted the calendar for 2010-11. The first day of school is Tuesday, September 7.

Classroom and restroom modernization scheduled for Summer 2010

## Measure C Renovation Update

In November, 2008, the Cold Spring School District voters passed Measure C, a \$2.44 million General Obligation Bond. The bond funds are intended to renovate the seven older school classrooms and the two student restrooms in the main school building. Rooms 1, 2, 3, 6 and 7 were built in the 1950s and very few improvements have been made to the rooms since. The student restrooms and Rooms 4 and 5 were built in 1927. Although modifications have been made over their 80 year life span, the restrooms and the two classrooms are in need of updating.

Following the voter approval of Measure C, the Cold Spring School District Board of Trustees went through an extensive review process to select an architectural firm to do design and manage the process. PMSM Architects was selected for the job.

All school construction requires approval from the Division of School Architects (DSA), and this approval process requires meeting all current accessibility laws and other codes related to school construction. These laws have required the school district to make modifications to the access for all restroom facilities and the two oldest classrooms. The most significant impact of this requirement is the addition of a new ramp system to the playground side of Rooms 4 and 5.

The renovations can be divided in to three main areas: restroom upgrades, classroom upgrades, and a new ramp system for accessible path of travel. An overview of the project and floor plans of the renovations to the classrooms and restrooms can be found on the school website or by clicking on the following link:

<http://www.coldspringschool.net/About-Us/Principal.html>

The renovation plans have been approved by DSA. The next step is to advertise the project for bid and select the

general contractor to do the work. The bidding process is set to take place this spring with the renovation work to take place immediately after school is out in mid-June. If all goes well, we will have seven beautiful new classrooms, two new student restrooms, and a new look to the front of the original building facing the playground.

**THANK YOU COLD SPRING SCHOOL COMMUNITY FOR SUPPORTING OUR SCHOOL WITH THE PASSAGE OF MEASURE C!**

### Planning Process Begins 2010-11 BUDGET

As a basic aid district, Cold Spring School District is funded primarily by revenue from local property taxes. During the past ten years, CSS has benefited from rising property values. However, in the current financial crisis, the school district has been hit in two ways. First, the housing market slowdown combined with the impact of the Tea Fire significantly dropped the District's revenue from property taxes. Second, the state is requiring basic aid districts to receive a "fair share" reduction in state revenue from categorical programs. Although the District receives limited funding from the state, projections show that most state funding will disappear by 2011-12.

For the 2009-10 school year, the Board responded to this diminishing revenue by reducing \$50,000 in programs. The after school Spanish Program, work study aides, and the site-based counselor were included in these reductions.

While the final provisions of the state budget for 2010-11 remain uncertain, the Board has begun the process of reviewing next year's budget. The highest priority is to protect Cold Spring School's outstanding academic and specialists programs.



Ut enim ad minim veniam, quis  
**Henderit in voluptate**

Uquat, justo sed dictum lobortis, tortor turpis egestas lectus, non volutpat justo diam at nulla. Fusce placerat, erat sed adipiscing tempor, enim erat ultrices mi, nec rhoncus nunc tellus non risus.

Etiam tristique commodo purus:

- ✦ Mnc semper enim
- ✦ Pellentesque sodales
- ✦ A justo. Ut nonummy
- ✦ Vel nulla. Integer wisi
- ✦ Mal justo. Ut nonummy
- ✦ Lel nulla. Integer wisi eros

Etiam in pede. Lorem ipsum dolor sit amet, consectetur adipiscing elit.

Pellentesque in nibh. Quisque suscipit, nunc eget

Eleifend ligula, id pellentesque leo mauris sit amet neque. Maecenas quis ipsum vitae elit accumsan mattis.

Pellentesque turpis est, vulputate in, interdum sed, mattis quis, odio. Nunc a lectus. Nam vel justo id nibh rhoncus faucibus. Nullam ac tortor. Vivamus ac sapien.

Etiam in pede. Lorem ipsum dolor sit amet, consectetur adipiscing elit

Cold Spring School  
2243 Sycamore Canyon Road  
Santa Barbara, CA 93108

CONFERENCE  
Discussion and/or Action  
April 12, 2010

BOARD AGENDA ITEM

TO: Board of Trustees

FROM: Bryan McCabe, Superintendent/Principal

RE: **Annual Report from the Measure C Citizen's Bond Oversight Committee**

---

General Obligation Bond Elections under Proposition 39 require a Citizens' Bond Oversight Committee (CBOC). A CBOC has been formed for the Measure C Bond. State law and the Oversight Committee Bylaws sets the committee's primary purpose as informing the public concerning the District's expenditures of bond proceeds. The Bylaws also require the committee to present an annual report to the Board of Trustees at a public meeting.

The CBOC held its Annual Meeting on April 6. At the meeting, the committee reviewed the expenditures to date, heard a update from staff on the renovation plans, timeline, and budget, and approved the Annual Report.

The Annual Report is presented to the Board of Trustees. Members of the CBOC will be present to answer any questions from the Board.

12.4.1.



**Cold Spring Elementary School District  
Citizens' Bond Oversight Committee**

**Annual Report to the  
Cold Spring Elementary School District  
Board of Trustees  
April 12, 2010**

**CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)**

**Members:**

Vacant	business community located in the District.
Vacant	senior citizen's organization.
Vacant	taxpayers association.
Matt Marquis	parent or guardian of a child enrolled in the District
Hollis Boss	parent or guardian of a child enrolled in the District
Mick Thomas	parent or guardian of a child enrolled in the District
Tracey Singh	parent or guardian of a child enrolled in the District
Mike Randolph	parent-teacher organization or school site council
Diane Morgan	community at-large
Marc Winnikoff	community at-large

**I. Introduction**

This is the 2010 Annual Report of the Citizens' Bond Oversight Committee (CBOC) for Measure C of the Cold Spring Elementary School District. This report is prepared in conformance with California law to summarize the work of the Bond Oversight Committee and review the past year of activity in the District's Bond Construction Program. The primary purpose of the CBOC is to actively review and report to the public the District's expenditures of taxpayer funds for school construction.

**II. History and Overview of the Bond Oversight Committee(s)**

The voters of the Cold Spring Elementary School District passed Measure C, a \$2.44 Million General Obligation Bond, in November of 2008. The ballot language in Measure C stated that the funds would be used for several projects (see Appendix A) related to the renovation and modernization of the existing older classrooms and restrooms. No new construction was proposed in the bond measure.

The Citizens' Bond Oversight Committee was formed in the fall of 2009 and held its first meeting on November 16, 2009. Diane Morgan was elected chairperson and Mike Randolph vice-chairperson.

12.A.2

### III. Project Overview

Funds from Measure C target the renovation of the seven older classrooms and the two student restrooms in the main school building. The main school building is the original structure on the site built in 1927. The building consists of two classrooms, two student restrooms – a boys and a girls, one adult unisex restroom, two supply closets, the staff kitchen/lounge, and the auditorium. The auditorium was completely rebuilt in 1999 with funds from Measure C. A \$2.9 million General Obligation Bond passed by area voters in 1996.

The 80 year old student restrooms have had few upgrades over the years. No recent upgrade has taken place since the 1980s except for new toilets in the girls' restroom in the summer of 2008. The two classrooms were modernized in the 1980s with the addition of sinks, new carpets, new cabinetry, and new lighting. No additional work or upgrades have taken place since.

Two classroom wings were added in the 1950s. The primary wing was built in the early part of the decade and consists of three classrooms and a small storage room with an adult restroom. The upper grade wing was built later in the decade and consists of two classrooms, a boys' restroom, and a janitor's closet that was converted to the kiln room years ago. No upgrades have taken place in the five classrooms except new carpeting. The boys' restroom in the upper grade restroom was brought up to code in the 1998-99 construction project.

Another item listed on the Measure C Project List is the improvement of the school intercom and fire alarm system. Currently, inter-school communications are handled through the telephone system. Each classroom and office on the campus has a telephone with a small speaker. Individual stations can be called from any other station, and the school office can make all-call announcements over this system. The all-call is used to practice earthquake drills and lock-down drills. On numerous occasions, staff have reported not hearing the announcement due to the low volume of the phone speaker. Also, the all-call does not reach areas without telephones such as the playground, auditorium, patios, and hallways. The Measure C Renovation Project will place an intercom system with speakers throughout the school campus.

Another item listed on the Measure C Ballot Project list was the repair of the roof and skylights for the primary classroom wing. In the summer of 2008, a parent and licensed roof contractor donated the materials and labor to correct the defects in the roof and skylight system. Two winter rainy seasons have shown the repairs to be effective, and therefore, the repair work is not listed in the specifications for the renovation.

12. A. 3.

#### **IV. Project Progress Report**

At the time of the development of this report, the District completed the following steps toward the completion of this renovation project:

- Selected PMSM Architects to provide the architectural and project management services for the renovation project. The school board invited several architect firms with school project experience and one local construction management firm to submit qualifications and proposals for the project. After extensive interviews and discussions, the Board selected PMSM.
- Developed a detailed project list and scope of work that addressed the school's facility needs and complied with the Measure C Ballot Project List.
- Working with the architect, the District developed an estimated budget for the renovation project that adhered to the funds approved by the voters in Measure C.
- Working with a financial advisor, the District successfully issued the full bond amount of \$2.44 million in the fall of 2009.
- The District, under the guidance of the architect, successfully received close out certification from DSA for three previous construction projects.
- Approved a preliminary set of working drawings for the renovation project that have been approved by the Division of State Architect (DSA).
- Hired a professional consultant to provide a more accurate estimate of the construction costs using the construction drawings. The estimate indicates that the renovation project should stay within the budget and the Measure C funds.

Next steps:

- Advertise for construction bids in compliance with California law for public construction (April).
- Award the bid to the lowest qualified bidder (May).
- Begin construction (June 18).

#### **V. Budget Review**

The CBOC reviewed all expenditures related to the Measure C Renovation Project up to February 28, 2010. The expenditures are within the established budget for this project and comply with the Measure C ballot language approved by the voters.

12A.4.

In addition, the CBOC reviewed the Draft Updated Project Budget developed by the architect. The committee also finds these expenditures to be in compliance with the ballot language. Although the Board of Trustees have not approved the items on the contingent project budget, CBOC members believe the proposed items comply with the voter approved Measure C Project. The committee recommends that the Board also consider two other uses for funds unspent following completion of the approved project this summer. These recommendations are listed below.

## **VI. Conclusions/Recommendations**

Based upon the information provided by the school district the CBOC members believe the school district continues to comply totally with the mandated legal requirements by appropriately spending Measure C funds.

In reviewing the updated budget for the renovation project, the CBOC understands that the possibility exists that a substantial ending balance will exist following the completion of this summer's work. The CBOC has two recommendations to the Board for the use of these funds. The CBOC strongly recommends that the Board seriously consider hiring a project manager to serve as the District's representative for the summer project. The committee believes this selection should take place before the bids go out.

A second recommendation is for the Board to consider a solar upgrade for the use of funds not spent on the project this summer. The committee believes that a large portion of unspent bond funds provides a unique opportunity for the District to consider other projects not included in the current plan. A solar energy system conforms to the provisions in the Measure C Ballot Project List, and would save the District annual operating expenses for years to come.

12.1.5.

## APPENDIX A

Cold Spring School District

### Project List November 2008 Bond

Renovate Cold Spring School to bring it up to current educational standards, including the following improvements:

- Repair and modernize 7 oldest classrooms (some over 50 and others over 80 years old)
- Install energy-efficient lighting, windows and mechanical systems
- Renovate existing bathrooms
- Install new flooring, cabinets, whiteboards, and learning stations
- Improve work and meeting spaces for teachers and other staff
- Upgrade the school intercom systems
- Improve electrical and plumbing systems and equipment
- Replace roof and skylights
- Make other necessary improvements identified in the renovation process

The estimated cost for the above renovations is \$2,440,000.

12. A. 6.

CONFERENCE  
Discussion and/or Action  
April 12, 2010

BOARD AGENDA ITEM

TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: **Update on the Measure C Renovation Project**

---

**Presentation**

Anthony Palazzo, principal architect for the Measure C Renovation Project, will update the Board on plans for the project. His presentation will include:

- Update on the status of DSA approval, including a brief summary of project revisions and costs related to DSA approval requirements
- Summary of the Leland Saylor Project estimate
- Updated Measure C Project Budget
- Bid Process for this summer's work

**Discussion**

The estimate from Saylor is \$1,250,000, which creates the potential for \$400,000 for extra projects, \$200,000 as contingency costs, and ending balance of \$95,000. The possibility of a large amount of excess funds creates the need to develop a plan for added projects. One option is to include additional work as Alternates in the bid process. Another option is to complete the current renovation work as planned, determine the exact balance of funds available, and plan for a second project based on the amount available.

There may not be sufficient time to create plans and obtain DSA approval for any significant additional projects this summer.

The highest priority should be added projects that need to be completed as part of this summer's project. For example, additional power supplies in the concrete floor that will be covered in new carpet.

Highest Priority additions – needs to completed as part of the 2010 project

- Modifications to drain system related to gutter/downspout for classrooms 1-7

12.3.1

Priority items that could be deferred to 2011

- Library instructional wall and cabinets
- Ceiling mounted projector units (power, data, and mounts) for classrooms 8-11 and the music room. (The projector units are in the plans for the renovated rooms.)

The above three items are included in a Contract Amendment from PMSM. (See Agenda Item 12.D.)

Other items for consideration:

- New telephone system (estimated cost of \$25,000)
- Slurry coat all asphalt areas (estimated cost of \$12,000)
- Solar energy system (suggested by Citizens Bond Oversight Committee – estimated cost unknown)
- Project Manager for the Summer 2010 Project (suggested by Citizens Bond Oversight Committee – estimated cost unknown)

### **Moving out of classrooms**

A critical part of this summer's renovation project is to have the classrooms completely emptied by the end of the school year. Included with this agenda item is a tentative timeline for packing up the classrooms.

Cost of the supplies (boxes, tape), any storage units rented, and other costs associated with the move can be paid by bond funds. The Project Budget includes \$30,000 in moving expenses.

The current plan is to purchase boxes immediately to let the teachers begin packing. Randy Nickson and I are pricing large storage containers for the packed boxes. Our plan is to put boxes in the storage units up to the end of school. When school is out, we will move classroom furniture and additional boxes into the auditorium. I plan to pay a stipend to the teachers in Rooms 1-7 in recognition of the extra time needed to pack up their classrooms.

12.B.2

# COLD SPRING SCHOOL

2243 Sycamore Canyon Road Santa Barbara, CA 93108



## MEASURE C RENOVATION PROJECT

### Bidding and Construction Timeline

Spring 2010

Date	Activity	Who is responsible	Notes
April 1	DSA final approval (back check) of plans	PMSM	
April 12	Board Meeting – review of plans and bid process	Anthony and Bryan	
April 18 April 25	Advertise Job	Bryan <i>Sundays</i>	
April 29	Mandatory Job Walk	PMSM and Bryan	
May 20	Bid Opening	PMSM and Bryan	
May 24	Bid Award	Board of Trustees	
June 21	Renovation work begins	General Contractor	
August 27	Job completed	General Contractor	
Sept 7	Classes start		

12.B.3.



# COLD SPRING SCHOOL

2243 Sycamore Canyon Road Santa Barbara, CA 93108



## MEASURE C RENOVATION PROJECT

### Timeline for Classroom/Building Preparation

Spring 2010

Date	Activity	Who is responsible	Notes
April 15	Determine quantity and size of boxes	Bryan, Randy	
April 16	Purchase boxes	Bryan, Randy	
April 19	Determine staffing needs and begin hiring process	Bryan, Randy	
April 19	Determine storage needs and order containers if necessary. Determine location of containers	Bryan, Randy	
May 3-17	Boxes delivered and distributed to classrooms or stored	Randy	
May 3-17	Teachers begin packing boxes	Teachers	<ul style="list-style-type: none"><li>• Teachers ID everything</li><li>• Office supplies name tags Rm #</li><li>• Masking tape desks and chairs</li><li>• Take personal &amp; prized items home</li></ul>
May 17	Packed boxes moved to storage area per teachers' requests	Randy and custodial staff	
June 17	Last day of school Furniture moved to auditorium	Randy and custodial staff	Furniture moved Thursday afternoon to auditorium
June 18	All materials and furniture moved from classrooms	Randy, workers, and teachers	

Other actions/decisions:

12. B. 4

Cold Spring School Modernization 100% CD Budget DRAFT

District Bond Funds						\$2,440,000
District Mitigation Fees						\$0
Other funding - interest, grants etc estimated						\$10,000
<b>Subtotal All Estimated Funding</b>						<b>\$2,450,000</b>
<b>Current Project Funding Budget</b>						<b>\$2,450,000</b>
Project Scope Description	Total Construction Cost Budget	Construction Contingency @ 13.0% of Target Construction Cost	Planning Phase Project Cost Budget Funding Consultant, A/E Planning, Basic Service and Specialty Consultant fees, DSA fees	Planning Phase Project Cost Budget includes other plan check fees, security alarm design budget, preliminary testing reports, survey costs	Bid and Construction Phase Project Cost Budget includes bid advertisement and printing, utility connection fees, testing & inspection and equipment	Total Estimated Project Cost
Campus Reconstruction and Additions						
Cold Spring School						
Restrooms, classrooms modernizations, and site work per Saylor March 2010 Estimate	\$1,250,000					
Contingent project budget	\$400,000					
Subtotal	\$1,650,000	\$214,500	\$268,950	\$4,290	\$220,500	\$2,358,240
<b>Total for All Projects</b>	<b>\$1,650,000</b>	<b>\$214,500</b>	<b>\$268,950</b>	<b>\$4,290</b>	<b>\$220,500</b>	<b>\$2,358,240</b>
Difference between known funding and estimate for base work						\$91,760
Difference between known funding and estimate						\$91,760

12.6.5.

# Modernization Project

OPSC Funded amount		\$0
Funding consultant fees @ 2%		
Professional Fee: Master Plan		
Professional Fee: Schematic Design-		
Professional Fee: DD- DSA approval		
Estimated Basic Base Project Professional Fees: SD- DSA approval		\$0
a/e base fee contract allowance	\$ 198,000	
Closeout services	\$ 4,500	
DSA closeout fees	\$ 450	
Contingent additional fees	\$ 40,000	
Cost estimate- Saylor Consulting	\$ 4,000	
Contract Mod		
misc fees		
printing costs	\$ 3,000	
misc fees	\$ 3,000	
Budget Record Drawings		
Budget Warranty Review		
Budget Deliverables	\$ 2,000	
<b>Subtotal Professional Fees: Planning through Construction</b>		<b>\$254,950</b>
Remaining Special Services:		
Specialty Consultants -	\$ -	
Sustainable - Energy:	\$ -	
Landscape Design	\$ -	
Budget Independent CD estimate	\$ -	
<b>Total Professional Fees:</b>		<b>\$254,950</b>
Security Alarm System design allowance	\$ -	
DSA fees	\$ 12,700	
Other plan check fees OPSC	\$0	
x	\$ -	
x	\$ -	
CDE Plan Check Fee (PMSM confirmed no cost)	\$ -	
CEQA/DTSC Review Fees Budget	\$ -	
Contingency at 10%	\$ 1,300	
<b>Subtotal All Fees:</b>		<b>\$268,950</b>
Preliminary Tests:		
Borings and soils testing Report	\$ -	
Geological hazards report	\$ -	
HAZMAT Investigation Reports		
Asbestos Investigation Report -		
x		
Termite/Dry Rot Inspection Report		
Other:		
Site utility - Plumbing Investigation	\$ 1,000	
Topographical survey - Above Grade Engineering	\$ 2,900	
Boundary Survey	\$ -	
Focused EIR - (not applicable)	\$ -	
<b>Subtotal Test and Other Planning Costs</b>		<b>\$3,900</b>
Planning Phase Contingency for Special Services / Extra Services / Unknowns 10%		\$390
<b>Total Planning Project Costs</b>		<b>\$4,290</b>
<b>Construction Phase "Project" costs</b>		
Advertisement for Bid -	\$ 1,500	
additional fees to DSA for COs	\$ 3,000	
Bid Set Reproduction	\$ 15,000	
Classroom Equipment purchases- projectors, furnishings, etc	\$ 40,000	
Storage rental, boxes, moving supplies, and moving costs	\$ 30,000	
Shipping of 35 bid sets to contractors and plan rooms	\$ 1,000	
Haz mat unforeseen costs	\$50,000	
Budget for Gas Service meter fee		
Budget for Telephone Service connection fees		
Soils testing - (compaction testing/reports)		
Soils Engineer - Rough Grading		
Soils Engineer - Finish Grading		
Soils Engineer - Trench Backfill Compaction Testing	\$ 2,000	
Soils Engineer - Footing Inspection	\$ 2,000	
Soils Engineer - Final Report		
Rebar Sampling and Testing	\$ 2,000	
Concrete batch plant inspection and anchor bolt testing	\$ 1,000	
Special Inspection	\$ 5,000	
Glu Laminated Beam Fabrication Inspection	\$ -	
Masonry Site walls- \$750 per day at 5 days		
Structural Steel Fabrication and Field Welding Inspection	\$ 3,000	
Test Lab Project Management, Reports, Final Affidavits and Site Meetings	\$ 5,000	
DSA Project Inspector - (\$75/hour x 600 hours (4 months))	\$ 45,000	
1 Set of Reproducible Record Documents - in Professional Fee	\$ -	

77	Subtotal Construction Phase "Project" Costs		\$205,500
78	Construction Phase Contingency for Special Services / Extra Services / Unknowns	\$15,000	
79	Total Construction Phase "Project" Costs		\$220,500
80			
81	Total Planning and Construction Phase Project Cost Budget		\$224,790

12.5.2

COLD SPRING SCHOOL DISTRICT  
Measure C Cost Breakdown

Month	Payee	Professional Services	Engineering, Labs, & fees	Bid & Pre Construction	Construction	Other	Cost Summary to date
	Bond Proceeds						\$2,574,103.90
	Cost of Issuance						\$97,325.00
	Underwriter's Discount						\$31,660.28
	Debt service fund						\$5,575.52
	Project Fund Deposit						\$2,439,543.10
April 2009	PMSM	3,495.00					3,495.00
May 2009	PMSM	3,694.50					3,694.50
June 2009	PMSM	2,296.50					2,296.50
July 2009	PMSM	3,694.50					3,694.50
August 2009	PMSM	5,092.50					5,092.50
September 2009	DSA		12,700				12,700.00
	Above Grade		2,900				2,900.00
November 2009	PMSM	68,278.00					68,278.00
December 2009	Pacific Materials		145				145.00
	DSA		150				150.00
	PMSM	31,532.00					31,532.00
	DSA		150				150.00
	DSA		150				150.00
	PMSM	65.00					65.00
January 2010	PMSM	7,003.50					7,003.50
February 2010	PMSM	4,042.50					4,042.50
	PMSM	390.00					390.00
	bitVision					7,503.09	7,503.09
<b>TOTAL SPENT</b>		129,584.00	16,195	0	0	7,503.09	153,282.09
<b>BUDGET</b>		205,350.00	17,585	220,500	1,250,000	10,000.00	1,703,435.00
<b>BALANCE</b>		75,766.00	1,390	220,500	1,250,000	<b>2,496.91</b>	1,550,152.91

12. 4/6/10  
B.B.

CONFERENCE  
Discussion and/or Action  
April 12, 2010

BOARD AGENDA ITEM

TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: **Amendment to PMSM contract for services related to the proposed Measure C Project additions**

---

Based on the construction estimate for the renovation project, there is a strong possibility that funds will be left over for additional renovation work. Anthony Palazzo and I review <sup>ed</sup> three of those projects.

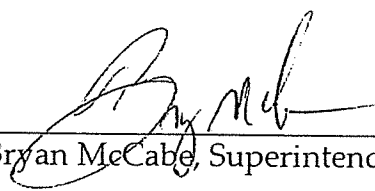
Redesigning the library wall to include a teaching station and redesign the learning areas and checkout area.

Adding ceiling mount systems for projectors in the six other classrooms not included in the original project.

Configuring the storm drain tie in for the rain gutters in the main building.

Included with this item is Owner/ Architect Contract Amendment No. Four that identifies the fee for the design and project management part of this project. The cost is \$7,400.

✓ I recommend that the Board of Trustees approve Contract Amendment No. 4 with PMSM.

  
\_\_\_\_\_  
Bryan McCabe, Superintendent/Principal

12.C.1

OWNER/ARCHITECT CONTRACT AMENDMENT No. Four



Date: April 2, 2010  
Project: Cold Spring School Modernization  
PMSM Project No: 09014.01  
Contract Date: March 9, 2009  
Modifications to Basic Contract: April 2, 2009

Dear Dr. McCabe:

As we have recently discussed the District wishes to have documents prepared for the design and construction of the following:

- Additional teaching/learning stations in the library, this includes two additional design meetings with staff to review the layout and power/data requirements.
- Ceiling mounted projector power, data and mounts in classroom buildings 500 and 600
- Rain gutter storm drain tie in at building 300.

We propose to complete these drawings after DSA approval of the current modernization that is under way and submit these to the DSA as an addendum to the modernization current project. We will bid this work as an additive alternate to the main modernization project. We expect this work to be in the \$80-100K range for total construction cost. Our fee for this work will be \$7,400.00.

If this contract amendment meets with your approval, please sign one copy of the amendment and return to us.

Please call if you have any questions.

PMSM Architects  
A California Corporation

Cold Spring School District

By:   
\_\_\_\_\_

Anthony R. Palazzo AIA

By: \_\_\_\_\_

District Representative

1202

CONFERENCE  
Discussion and/or Action  
May 10, 2010

BOARD AGENDA ITEM

TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: **Update on the Measure C Renovation Project including the discussion of hiring a project manager**

---

**Timeline**

April 29 Mandatory administrative meeting and job walk for all prospective bidders  
May 20 Bids due at 2 PM. Bid opening at that time  
May 24 Special Session Board Meeting to award bid (time TBD)  
June 18 Last work day for teachers – all classrooms cleaned out and ready for contractor  
June 21 Project begins  
August 20 Project completion date  
August 23-27 Teachers and staff move furniture and materials into classrooms  
August 31 Staff development days Tuesday - Friday  
September 7 Students first day

**Project Manager**

At the April Board Meeting, the Citizen's Bond Oversight Committee recommended that the Board consider hiring a project manager to oversee the renovation project. The Board asked me to pull together information for the Board's review at a future meeting.

Anthony Palazzo says if the Board considers a PM, it should be for two purposes: (1) to provide oversight for the project and (2) to alleviate responsibility for managing the project for the Superintendent/Principal. He said the PM would probably cost about 4% of the total construction cost, which is \$48,000.

12.A.1



The DSA inspector or Inspector of Record (IOR) provides oversight services as well. Although the IOR meets the state legal requirements, he is employed by the District and represents the District in all matters related to the project. (See Agenda item 12.B.) The IOR is on-site full time throughout the project.

Also, PMSM provides oversight services, which is built into their cost. Issues identified by the contractor will require the architect to respond and make necessary changes. A representative from PMSM will be on site three full days a week during the project.

Does the District need a third party added to the oversight/decision making process? Will a PM add additional time and possibly delay the project, which is on a very short timeline as it is?

Jay Sullivan is the Director of Maintenance and Operations for the Goleta Union School District and he serves as the project manager for all of their construction and renovation projects. He identified three issues that he feels negates the use of a PM. One is cost. He says PM will often run 10% of the construction costs. Another issue is the conflict that may occur with the interaction of the PM with the architect and contractor. He does not agree with the argument that the PM can pay for himself by limiting change orders. He sees the PM as adding to the cost with more hours needed by the architect to respond. Anthony had the same concern. Finally, Jay believes a good IOR will provide the same level of services. He has worked with Glen Lowe, who I am recommending to the Board as the IOR. Jay says Glenn plays the role of being the district's "eyes and ears" in the field and is very good at representing the district's interests.

I spoke with two potential project managers – Trent Lyons and John Tynan from the Tynan Group. Trent said he would charge the district on a time and material basis. He would be involved in the bid process, provide some oversight in the project, payment processing, and analyzing change orders. He would be available on a "as needed basis" even for a one time issue. He charges \$115 to \$155 per hour based on the task. He does not think he would be needed that much.

Trent sees his primary responsibilities as (1) assisting with problem resolutions and (2) guiding the District when issues arise that are beyond the scope of the architect. For example, when change orders are presented, the architect responds to the change order in light of the scope of the project. Trent would assist in determining if the cost for the change order is reasonable. Trent is currently working with PMSM on a project for the Visiting Nurses Association and he was the PM for the Granada Theater renovation that was done by PMSM.

John Tynan at the Tynan Group has submitted a similar proposal. They would support the District on a "as needed basis" at a varied hourly rate not to exceed \$5,000 a month or \$10,000 for the entire project. John writes: "I think an important point to the Board is that we should not duplicate services that you are already paying, but rather look to protect your interest and adjust services and involvement accordingly."

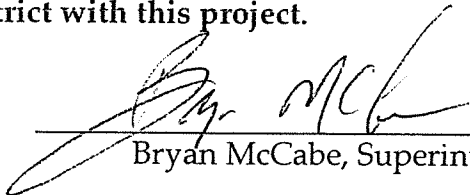
12.A.2.

I included contract proposals for project manager services from both firms in the agenda packet.

I believe the critical issues are:

1. Cost. The District is currently under contract with the architect for project oversight services and is required to hire a full time DSA (IOR) inspector. Adding a significant additional cost for this small project may be unnecessary.
2. Duplication of Services. Duplicating the services provided by the architect and DSA inspector could be a waste of funds and create a chain of command problem that delays the timely completion of the project. We do not want to create a "too many cooks" problem that interferes with our goal of an efficient and high quality project completed by the start of school.
3. Protection of the District's Interests. This issue is the purpose of the PM and is the most important factor in the decision. How do we ensure that the District's interests are protected in this project? The architect is working for the District to make sure the contractor complies with the plans and the DSA inspector makes sure the contractor complies with state construction code. As much as I am concerned that about items 1 and 2 above, I believe a PM as proposed by Tynan and Lyons is a good idea.

**Therefore, I recommend that the Board consider hiring a project manager on an as-needed, not to exceed cost basis for the Measure C Renovation Project. I believe both Tynan Group and Trent Lyon are well qualified to assist the District with this project.**

  
Bryan McCabe, Superintendent/Principal

## Agreement for Services

This agreement, entered into as May 1, 2010 is between TynanGroup, Inc. (Consultant), a California Corporation at 2927 East De La Vina Street, Santa Barbara, CA 93105, and Cold Springs School (Client), for the purpose of obtaining the project management services of TynanGroup.

### Scope of Work

TynanGroup will provide owner representative services per TynanGroup, Inc.'s proposal dated January 9, 2009. Specifically the scope will include the construction management and project closeout sections of the proposal. The overall objective is for TynanGroup, Inc. to represent the Client during the construction phase but not duplicate the scope of others already engaged on the project.

### Terms

This Agreement shall be effective as May 1, 2010 and shall automatically terminate one year after this date unless agreed to be extended by both parties in writing. Either party may terminate this agreement at any time without penalty or cause by giving 30 days written notification to the other party.

### Assignment

Neither party shall assign its rights nor delegate its duties under this Agreement without the prior written consent of the other party and any attempted assignment shall be void.

### Fees and Expenses

TynanGroup will invoice Client based on the hourly rates outlined below with a not to exceed \$5,000/month without prior written approval. In addition, the total fee for the project shall not exceed \$10,000 without prior written approval.

	<i>Hourly Rates</i>
John Tynan, President	\$0
Director	\$125
Project Manager	\$90
Project Accountant	\$70
Project Coordinator	\$55

TynanGroup will also invoice Client for all expenses incurred related to these services. These expenses include travel, accommodations, per diem and approved miscellaneous items including local mileage, telecommunications, travel, lodging, reprographics, and supplies. These charges will be passed through without mark-up.

12.A.4

All invoices submitted by TynanGroup to Client should be paid within 30 days of receipt. Invoices outstanding longer than 30 days will be charged a 1.5% per month finance charge.

### **Notices**

All notices shall be in writing and mailed to each party as follows:

Client	Mr. Bryan McCabe Superintendent/Principal Cold Spring School 2243 Sycamore Canyon Rd. Santa Barbara, CA 93108
Consultant	TynanGroup, Inc. 2927 East De La Vina Street Santa Barbara, CA 93105 Attention: David W. Odell, CFO

### **Indemnification**

TynanGroup shall not be liable for any acts or omissions in the performance of services under the terms of this agreement unless such acts or omissions are the result of TynanGroup's negligence or misconduct.

### **Relationship of Parties**

The parties intend and agree that TynanGroup is an independent contractor and not an agent or employee of Client. TynanGroup shall comply with all federal, state and local laws, regulations and ethical standards applicable in the performance of its services and shall perform the referenced services in a manner consistent with generally accepted procedures for TynanGroup's profession. None of the benefits provided by Client to its employees, including, but not limited to compensation, insurance and unemployment insurance are available to TynanGroup from Client.

### **Non Solicitation**

Neither party may solicit, attempt to hire, or hire an employee or former employee (if employed at anytime during this agreement) of either party during the term of this agreement and for a period of 12 months thereafter. If either party elects to hire an employee or former employee, a fee equal to one year salary will be payable by the hiring party.

### **Severability**

Should any part, term or provision of this Agreement be declared invalid, void or unenforceable, all remaining parts, terms and provisions hereof shall remain in full force and effect and shall in no way be invalidated, impaired or affected thereby.

### **Applicable Law**

This Agreement shall be governed by and construed and enforced in accordance with and subject to the laws of the State of California.

### **Subject Headings**

The subject headings of the paragraphs of this Agreement are included solely for purposes of convenience and reference only, and shall not be deemed to explain, modify, limit, amplify or aid in the meaning, construction or interpretation of any of the provisions of the Agreement.

### **Entire Agreement**

The Agreement embodies the entire understanding between the parties, any and all prior correspondence, conversations, or memoranda being merged herein and replaced hereby and being without effect hereon, and no change, alteration, or modification hereof may be made except in writing signed by authorized representatives of both parties hereto.

The persons whose signatures appear below have been authorized to act in this regard on behalf of their respective parties.

TynanGroup, Inc.  
A California Corporation

Client

\_\_\_\_\_  
By: John P. Tynan  
Its: President & CEO  
Date:

\_\_\_\_\_  
By:  
Its:  
Date:

12A.6-

CONFERENCE  
Discussion and/or Action  
May 10, 2010

BOARD AGENDA ITEM

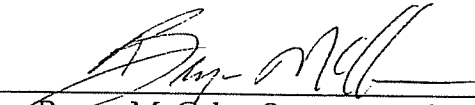
TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: **Proposal from Knowland Construction Services by Glen Lowe as Inspector of Record for the Measure C Renovation Project**

---

The District is required by state law to employ and have on site a licensed DSA inspector as the Inspector of Record (IOR) throughout the entire renovation project. Both Anthony Palazzo and I have solicited for possible candidates and reviewed candidates' resumes. Glen Lowe from Knowland Construction Services comes highly recommended by Jay Sullivan, Maintenance Director for the Goleta Union School District. Mr. Lowe recently worked as the IOR for a major campus renovation in the Goleta District.

Mr. Lowe has submitted the attached proposal and the proposal was reviewed by Anthony Palazzo at PMSM.

**I recommend that the Board of Trustees approve the Proposal from Knowland Construction Services by Glen Lowe as Inspector of Record for the Measure C Renovation Project.**

  
\_\_\_\_\_  
Bryan McCabe, Superintendent/Principal

12.B.1

## **Knowland Construction Services PROPOSAL FOR PROJECT INSPECTORS**

**DATE:** May 03, 2010

**SCHOOL DISTRICT:** Cold Springs School District  
2243 Sycamore Canyon Road  
Santa Barbara, CA 93108

**INSPECTORS:** Glen Lowe (and/or additional inspectors if required.)

**RATE:** Class 3 Inspection  
\$65.00 / Hour X 8 x 45 Days (Approx.) = \$23,400.00

**PROJECT:** Cold Springs Elementary Modernization

**APPROXIMATE  
DURATION:** June 21, 2010 thru August 20, 2010

### **PROJECT INSPECTOR AGENCY AGREEMENT AND CONTRACT DUTIES:**

1. Knowland Inc. agrees to provide for continuous inspection of work for compliance with approved contract documents. Project Inspector duties as outlined in Title 24, Part 1, Chapter 4, Sections 4-333 thru 4-342 California Code of Regulations, including DSA Interpretive Regulations A-6, A-7, A-8, and as incorporated in the following paragraphs.
2. Represent the District under the guidance of the designee of the District Superintendent.
3. Attend all planning, pre-construction conference, project meetings, or meetings as required by the District.
4. Monitor and observe all Special Inspections performed by the Districts contracted Testing Lab as required by the Testing and Inspections Sheet and as outlined in the Project Specifications. Maintain and update a log specifying hours spent on the project by Special Inspectors. Perform or monitor testing for Torque, Epoxy, Pull Tests and other tests as approved by the DSA Field Engineer. Knowland Inc. shall assist in minimizing unnecessary costs for testing where possible.
5. The District & the Inspector, Knowland Inc., shall each defend and hold harmless each other against any losses, liabilities, damages, injuries, claims, costs, or expenses arising out of, or connected with the provisions of this agreement and the contract documents.
6. The Agreement shall begin on the first day after District Board approval and remain in effect continuously until project closeout, unless terminated in writing. The anticipated duration of the project shall be approximately three months. Contract is intended to be an agency agreement and may be terminated in 30 days by either party with or without cause. This Agency Agreement shall be assignable to other schools within the District, and shall apply to other Inspectors as requested and approved by the District. The District shall not employ, contract, or engage in business or mutually beneficial relationships with Inspectors introduced to the District thru Knowland Inc., for a period of two (2) years after the

12. B. 2.

dissolution of any contracts thru Knowland Inc, unless permission is granted prior to such relationships.

7. Knowland Inc. shall maintain in effect a 1 million dollar General Liability insurance policy, Workman's Compensation as required, and Full Liability Auto Insurance as required. District requests for additional insurances shall be paid additionally by the District at current market rates.
8. Cold Springs School District agrees to pay Knowland Inc. the cost of project services billed at the rate as outlined in the fee schedule within 15 working days of receipt of invoice. Knowland Inc. (Project Inspectors / Project Managers) shall provide all necessary cell phones, laptop computers, digital cameras and equipment necessary to maintain proper documentation and administrative functions throughout the duration of the project. The District shall provide all utility lines, office space and furniture per the project specifications. Billing rates shall be increased by 4% on January 1<sup>st</sup> of each year.
9. Knowland Inc. shall provide to the District at the end of the project all project documentation in a professional format, either in binders or on a computer CD, or both as required.
10. District shall be billed in (8) hour increments per day for the first (8) hours. Overtime shall be billed at a rate as dictated by the local operators union or as "comp time". When an IOR is on vacation or unable to b at the project for reasons beyond his reasonable control, a DSA certified Project Manager will be assigned to oversee the project, and shall be responsible for the accurate reporting of all activities to the Inspector of Record. Hours billed for inspection services shall include only hours worked in support of the project. IOR may work as many projects as reasonable during the eight hour billing increment. Other billing arrangements may be as agreed in writing by the District and Knowland Inc.
11. Knowland Inc. shall provide the District professionally bound documentation, including digital photos, testing documentation, daily reports, semi-monthly reports, and information which will provide the District an objective evaluation of the project history. This documentation will be turned in each month with invoices. Invoices shall not be paid until documentation is submitted to the District.

---

Christopher Knowland – KCS  
Knowland Inc.

---

Agent – Cold Springs School District

12.B.3.



CONFERENCE  
Discussion and/or Action  
May 10, 2010

BOARD AGENDA ITEM

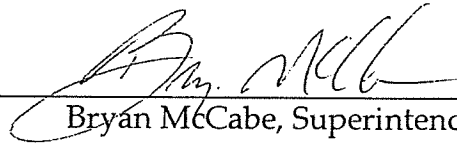
TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: **Proposal by Zenco Engineering for asbestos abatement in the floor tile removal as part of the Measure C Renovation Project**

---

The current asbestos Report for Cold Spring School indicates a finding of asbestos in the floor tile in rooms 1, 2, and 3. The asbestos must be removed according to state law by a licensed contractor prior to the commencement of the renovation project.

Zenco Engineering has submitted a proposal to remove the asbestos in the floor tile. Larry states that the work will be completed within the first week of the project. An air quality clearance by SISC, our liability insurance carrier, is required after the abatement process and before work can begin.

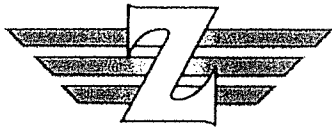
**I recommend that the Board of Trustees approve the Proposal Zenco Engineering for asbestos abatement in the floor tile removal as part of the Measure C Renovation Project**



---

Bryan McCabe, Superintendent/Principal

12.0.1



**ZENCO  
Engineering**

May 7, 2010

1-800-556-4026

www.zenco1.com

*Your Abatement Company Now and For The Future*

**Asbestos & Lead Abatement · Hazardous Materials Removal & Disposal**

Cold Springs School District  
2243 Sycamore Canyon Road  
Santa Barbara, Ca. 93108

Attn: Mr. Bryan McCabe

Subject: Cold Springs Elementary School Floor Tile Removal  
Re: Asbestos Abatement Proposal No. P104302R

Dear Mr. McCabe,

Zenco Engineering proposes to furnish all labor and materials necessary to complete the removal of asbestos containing floor tile and mastic from the classrooms described below:

**SCOPE OF WORK**

1. Notify all appropriate government agencies.
2. Post appropriate signs to prevent unauthorized entry to the work area.
3. All work will be performed in compliance with all OSHA, EPA, and State of California regulations governing asbestos related work.
4. Remove a total of approximately 510 square feet of 9"x9" asbestos containing floor tile and mastic from classrooms 201, 202 and 204.
5. The carpet will be pulled back to facilitate installation of an isolated work area with plastic sheeting.
6. All work will be performed utilizing critical barriers, wet removal methods and hepa-filtered exhaust.
7. The waste will be packaged and disposed of as non-friable asbestos waste.
8. The work will be performed during regular business hours, Monday through Friday.

12.0.2

9. All work will be performed utilizing State of California Prevailing Wage Rates.
10. Zenco Engineering will utilize its standard 2mil./4mil. General Liability Insurance.
11. Bonding is not included in this proposal.

OWNER'S RESPONSIBILITIES:

1. Provide water and electrical power.
2. Provide clearance air sampling by a Cal/OSHA registered consultant.

**TOTAL COST**..... **\$ 5,350.00**

Payment to be made within thirty (30) days of completion of work.

Proposal Submitted By: Larry R. Jones

Title: Project Manager

Date: May 7, 2010

Proposal Accepted By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Cold Springs Asbestos Abatement Proposal No. P104302R

# Cold Spring School District Board of Trustees

## Minutes

**SPECIAL SESSION**  
**Friday, May 28, 2010**

### Members Present

Darren Caesar, President  
Elizabeth Ricard, Vice-President  
Bryan Goligoski, Clerk of the Board  
Mike Hieshima, Trustee  
Michael Wasserman, Trustee

### Staff Present

Bryan McCabe, Superintendent/Principal

#### 1. **CALL TO ORDER**

The meeting was called to order at 8:15 am. Trustee Hieshima participated via conference call and arrived at the meeting at 8:35 am.

#### 2. **PUBLIC COMMENTS**

No public comments were made.

#### 3. **APPROVAL OF BID AWARD FOR THE MEASURE C RENOVATION PROJECT**

President Caesar Motioned and Clerk of the Board Goligoski seconded to award the Renovation Project bid to SBS Corporation. The motion carried unanimously.

The Board discussed the change order process for the renovation project. President Caesar reviewed the process including the need for formal board approval at the summer board meetings, which he pointed out would be in the rear of the approval in the field.

Trustee Heishima recommended that a board member be involved in the change order decision making process. President Caesar stated his concerns that board involvement would slow the process down. He reminded that Board of the tight timeline for the summer work.

The Board directed Superintendent/Principal McCabe to use the following protocol for change orders.

The Superintendent/Principal is authorized to initially approve change orders in the field with the following limitations. Change orders under \$5,000 will be communicated to the Board as “information only” and reviewed by one board member. Change orders over \$5,000 will be reviewed by two board members prior to approval in the field.

#### **4. ADJOURNMENT**

The Special Session was adjourned at 8:45 am.

---

**Clerk of the Board**

CONFERENCE  
Discussion and/or Action  
May 10, 2010

BOARD AGENDA ITEM

TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: **Update on the Measure C Renovation Project including the discussion of hiring a project manager**

---

The final steps are being made to ensure that the Renovation Project begins on time and is successfully completed August 20.

A pre-construction meeting was held on May 27 with the architect, project manager, Darren Caesar, the job superintendent from SBS, and myself. The meeting was productive.

SBS has submitted a completed contract packet that was reviewed by the architect and project manager. The bond company was reviewed and has excellent ratings. I submitted a Notice to Proceed to SBS on June 11, 2010.

A second pre-construction meeting is scheduled for Thursday, June 17 at 1:00 PM. Trustees Caesar and Heishima are welcome to attend. The primary purpose of the meeting is to coordinate the contractor's mobilization and staging.

Anthony Palazzo has budgeted three days per week for the PMSM Project Manager to be involved with the CSS Project. The PM from PMSM will be on site as needed and coordinate submittals and other details from the PMSM office. Anthony asked if the District is interested in having the PM be on site five days per week. If there is interest, he will submit an amendment for the Board to approve.

12.1.

ACTION  
July 12, 2010

BOARD AGENDA ITEM

TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: **Approval of change orders related to the Measure C Renovation Project**

---

The following change orders were submitted in work related to the Measure C Renovation Project.

Zenco Engineering -- asbestos abatement (See attached proposal)

Original Contract -- Removal of asbestos under floor tile in Rooms 1, 2, 3, and staff restroom -- \$5,350

Change Order 1 -- Removal of asbestos in floor tile found under the carpet in the above classrooms -- \$8,840

Change Order 2 -- Removal of friable asbestos in the pipe insulation under the old classroom building -- \$5,760


Total cost of service -- \$19,950

Amount budget for abatement was \$20,000.

SBS Construction

No change orders have been submitted to date to the contracted construction project.

**I recommend that the Board of Trustees approve the above change orders #1 and #2 with Zenco Engineering.**

  
\_\_\_\_\_  
Bryan McCabe, Superintendent/Principal

1101



**ZENCO**  
**Engineering**

1-800-556-4026

www.zenco1.com

*Your Abatement Company Now and For The Future*

Asbestos & Lead Abatement · Hazardous Materials Removal & Disposal

May 24, 2010

Cold Springs School District  
2243 Sycamore Canyon Road  
Santa Barbara, Ca. 93108

Attn: Mr. Bryan McCabe

Subject: Cold Springs Elementary School  
Change Order 2 Primary Classrooms Crawlspace TSI  
Asbestos Abatement Proposal No. P106241

Dear Mr. McCabe,

Zenco Engineering was asked to provide a proposal for the cost to remove and dispose of approximately 110 linear feet of asbestos containing pipe insulation and asbestos debris discovered in the crawlspaces below the Primary Classroom Building. The pipe insulation starts under the Boys Restroom and runs through multiple crawlspaces and foundation walls into a mechanical room where it terminates. All TSI and debris will be packaged, manifested, transported and disposed of as hazardous asbestos waste.

**COSTS**

Original Contract Amount: .....\$ 5,350.00  
Change Order 1-Additional Floor Tile and Carpet Removal:.....\$ 8,840.00  
Change Order 2-Primary Classrooms Crawlspace TSI:.....\$ ~~6,270.00~~

5,760 *JB*

**NEW CONTRACT AMOUNT:.....\$ ~~20,460.00~~**

Payment to be made within thirty (30) days of completion of work.

\$ 19,950 *JB*

Proposal Submitted By: Larry R. Jones

Title: Project Manager

Date: June 24, 2010

*per phone  
call with  
Larry*

Proposal Accepted By: *Bryan McCabe*

Title: *Superintendent / Principal*

Date: *6/24/10*



BOARD AGENDA ITEM

TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: **Update on the Measure C Renovation Project**

---

The Renovation/Modernization Project is in its fourth week. The Project is going well and on schedule except for the work related to the basement area outside the auditorium entrance. Below is a brief recap of the major activities.

Demolition Phase

Both interior and exterior demolition is complete. The additional tile floor in the primary classrooms and the pipe insulation required change orders, but stayed within budget. And, most importantly, did not impact the schedule.

A small amount of termite damage was discovered in the wall in room 4, but the repair needed is minor.

The foundation under the upper deck outside the auditorium doors is inadequate due to the structure of the stairway wall leading down to the basement. The basement housed the old boiler for the radiator heat system that no longer exists. Both the DSA inspector and the architect have not seen a structure this odd before. The trick is to engineer the fix without creating an entire new design that would require full DSA approval and delay the project for months. This problem could not be identified until the steps were demolished and the structure opened up.

The architect and structural engineer have created a solution that needs DSA approval, but it is a field advisory, which is fast tracked. This activity will put the construction of the new steps and ramp out of sequence and may delay the completion. Also, there will be additional cost (i.e., a change order).

Shear panel (full plywood wall covering) was found on the interior walls to be used for the teaching wall cabinets in Rooms 3, 4, 5, 6, and 7. These walls provide strong structural support, but prevent the high level of blocking required by DSA for attaching the heavy and high cabinets. The architect has designed a 4 inch wall system that provides the appropriate means for blocking. This new wall system will result in added cost.

12.A.1.

### Rough in Phase

The plumbers and electricians are hard at work on the rough in work. All new plumbing (supply and sewer) is going in the classrooms and restrooms. Electrical conduits that ran on the outside of the classroom walls due to added features and upgrades over the years are being placed inside the walls. This work should be completed the end of this week (July 16).

### Concrete Phase

The framing for the new ramp system in front of Rooms 4 and 5 is underway. The concrete should be poured this Wednesday. I believe the new sidewalks and hallways will be framed and poured the sometime this week also.

### Budget

Jaci Dow and I have put together some budget summary sheets to track expenses. We used the categories established by PMSM in the development of the project budget. The categories are:

**Planning** – Professional services and activities related to construction documents, DSA approval, and cost estimates. The phase also includes construction administration by the architect.

**Construction Project** is the project bid by SBS.

**Construction Contingency** – This item provides for added cost and will track all change orders related to the contracted project with SBS.

**Construction Services** are all services, fees, and equipment/supply purchases related to the construction project. These include engineering, testing, inspection, asbestos abatement, and project manager (Tynan).

**Other** includes all costs not related specifically to the contracted renovation project. These costs include the surveillance camera system and plumbing repairs not included in the contracted modernization project.

12.A.2

COLD SPRING SCHOOL DISTRICT  
Measure C Cost Breakdown

Description	Planning	Construction	Construction Contingency	Construction Services	Other	Cost Summary to date	Balance
Bond Proceeds							
Cost of issuance						\$97,325.00	\$2,574,103.90
Underwriter's Discount						\$31,660.28	
Debt service fund						\$5,575.52	
Project Fund Deposit							\$2,439,543.10
Expenditures to 6/30/10	\$166,516	\$0	\$0	\$8,984	\$7,660	\$183,160	\$2,256,383.10
Budget	246,350	1,111,035	144,435	181,110	0	1,682,930	\$756,613.10
Balance	79,834	1,111,035	144,435	172,126	-7,660		

12.2.3 7/9/10

CSS Modernization Project  
Cost Summary  
As of June 30, 2010

Vendor	Description	Budget	Spent to date	Balance
<b>Planning</b>				
PMSM	architect	208,250	149,366	58,884
DSA	state fees	12,700	13,150	-450
Leland Saylor	Cost estimate	4,000	4,000	0
	Misc fees	7,100	0	7,100
	printing costs	3,000	0	3,000
	specialty consultants	10,000	0	10,000
	contingency	1,300	0	1,300
<b>Totals</b>		<b>246,350</b>	<b>166,516</b>	<b>79,834</b>
<b>Construction</b>				
SBS	General Contractor	1,111,035	0	1,111,035
<b>Totals</b>		<b>1,111,035</b>	<b>0</b>	<b>1,111,035</b>
<b>Constructin Contingency (Change Orders)</b>				
SBS	General Contractor	144,435	0	144,435
<b>Totals</b>		<b>144,435</b>	<b>0</b>	<b>144,435</b>
<b>Construction Services</b>				
	Fire alarm tests	1,200	0	1,200
Carroll	Plumbing investigation	1,000	504	496
Above Grade	Topo Survey	2,900	2,900	0
Pacific Lab	soils testing	0	145	-145
<i>multiple</i>	ads for bid	1,500	870	630
DSA	added fees for CO	3,000	0	3,000
101 Blueprint	Bid set reproduction	1,000	1,613	-613
Troxell	classroom equipment	40,000	0	40,000
Pacific Paper	storage, boxes, moving	30,000	440	29,560
Zenco	haz mat mitigation	20,000	0	20,000
	Soils engineer	4,000	0	4,000
	Rebar test	2,000	0	2,000
	concrete inspection	1,000	0	1,000
	special inspection	5,000	0	5,000
	steel-welding inspect	3,000	0	3,000
	Meetings	5,000	0	5,000
Knowland	DSA Inspector	45,000	0	45,000
Tynan Group	Project Manager	0	2,512	-2,512
	Contingency	15,510	0	15,510
<b>Totals</b>		<b>181,110</b>	<b>8,984</b>	<b>172,126</b>

7/9/10

12.A.4

CSS Modernization Project  
Cost Summary  
As of June 30, 2010

Vendor	Description	Budget	Spent to date	Balance
<b>Other</b>				
Bit vision	surveillance system	\$0	\$7,503	-\$7,503
Bob Peace	Electrical for surveillance	\$0	\$157	-\$157
<b>Totals</b>		<b>\$0</b>	<b>\$7,660</b>	<b>-\$7,660</b>

BOARD AGENDA ITEM

TO: Board of Trustees

FROM: Bryan McCabe, Superintendent/Principal

RE: **Proposal from Bay Alarm for new intrusion alarm systems for the two upper grade classroom buildings**

---

Following the recent break-in and theft of the laptops computers, the staff and I have reviewed security measures for the school. We will re-key the entire school this summer as part of the renovation project. We are reviewing and tightening our key issue procedures. Another option is to install a security alarm system in the two classroom buildings that house the laptops. Bay Alarm currently provides the alarm system for the school office. I asked them to review our security needs and submit a proposal. Their proposal is included with this agenda item and summarized below.

They provide both a lease and a purchase option. The monthly service is required for the lease and is optional with a purchase. I also asked for the cost of upgrading the office system to conform with the new classrooms systems, which would allow each employee who is given a code to use the one code and not need a separate code for his/her classroom and the office. Also, employees with administrative codes could alarm all of the buildings with the same code.

**Summary of Monthly Costs**

Type	Rooms 6-7	Rooms 8-11	Subtotal	Office Upgrade	Total
Lease	403	891	1,294	N/A	\$1,294
Monthly Monitor & full service	56	84	140	N/A	\$140
Purchase	1,601	2,375	3,976	526	\$4,502
Monthly Monitor	36	36	72	36	\$108
Full Service	10	15	25	13	\$38

The purpose of this agenda item is to introduce the topic of increased security for the school campus and to initiate Board discussion and feedback.

12.6.1.

## Schedule of Protection Building 004

Bay Alarm to install:

One (1) Control panel: (DMP XT30)

Location:

Heater closet

Two (2) Alphanumeric Keypads:

Locations:

East class room (1)

West class room (1)

Two (2) Motion Detectors:

Locations:

East class room (1)

West class room (1)

Four (4) Door Contacts:

Locations:

East class room (2)

West class room (2)

Two (2) Interior Sirens:

Locations:

East class room (1)

West class room (1)

Control panel will communicate with our central station thru your network

Each room will operate independently of one another

System allows you to have up to 30 individual user codes

System allows you to view activity via the Internet (open/closes, alarms etc) for additional charge

Continued...

12.6.2.

Leased Installation price: Parts and labor	\$403.00
Monthly Monitoring and Full Service:	\$56.00
Purchased Installation price: Parts and labor	\$1,601.00
Monthly Monitoring:	\$36.00
Add full service to above purchased system:	\$10.00 per month

Full Service Guarantee: Any service required due to normal wear & tear, will be performed by Bay Alarm Company at no charge to customer. Full service is available 24/7/365 including holidays.

Continued...

12. B 3.



## Schedule of Protection Building 008

Bay Alarm to install:

One (1) Control panel: (DMP XT30)

Location:

Storage area

Four (4) Alphanumeric Keypads:

Locations:

Room 8 (1)

Room 9 (1)

Room 10 (1)

Room 11 (1)

Four (4) Motion Detectors:

Locations:

Room 8 (1)

Room 9 (1)

Room 10 (1)

Room 11 (1)

Four (4) Door Contacts:

Locations:

Room 8 (1)

Room 9 (1)

Room 10 (1)

Room 11 (1)

Four (4) Interior Sirens:

Locations:

Room 8 (1)

Room 9 (1)

Room 10 (1)

Room 11 (1)

Continued...

12 B.4

Control panel will communicate with our central station thru your network

Each room will operate independently of one another

System allows you to have up to 30 individual user codes

System allows you to view activity via the Internet (open/closes, alarms etc) for additional charge

Leased Installation price: Parts and labor	\$891.00
--	----------

Monthly Monitoring and Full Service:	\$84.00
--------------------------------------	---------

Purchased Installation price: Parts and labor	\$2,375.00
---	------------

Monthly Monitoring:	\$36.00
---------------------	---------

Add full service to above purchased system:	\$15.00 per month
---	-------------------

Full Service Guarantee: Any service required due to normal wear & tear, will be performed by Bay Alarm Company at no charge to customer. Full service is available 24/7/365 including holidays.

Continued...

12.05.

## Upgrade Building 001

Bay Alarm to install:

One (1) Control panel: (DMP XT30)

Location:

Heater closet

Two (2) Alphanumeric Keypads:

Locations:

Front entry (1)

Side entry (1)

Bay Alarm to connect to all existing equipment.

System allows you to have up to 30 individual user codes

System allows you to view activity via the Internet (open/closes, alarms etc) for additional charge

Purchased Installation price: Parts and labor	\$526.00
Monthly Monitoring:	\$36.00
Add full service to above purchased system:	\$13.00 per month

Full Service Guarantee: Any service required due to normal wear & tear, will be performed by Bay Alarm Company at no charge to customer. Full service is available 24/7/365 including holidays.

12.B.6

## **Cold Spring School**

### **Renovation Project Update**

**As of 4:00 PM Wednesday, August 25, 2010**

**The following notes are based on the superintendent/principal's observation and assessment and do not reflect input from the contractor or project manager.**

#### **Classrooms – to be 90% completed on Friday, August 27**

<b>Trade</b>	<b>Estimated completion</b>	<b>Items not completed</b>
Electrical finish	90% complete	Outlets, lighting, and floor boxes need final
Carpet and flooring	90% complete	Carpet 100% complete Flooring needed in Rooms 6 & 7
Plumbing	100% complete	
Cabinets	90% complete	Shelving and hardware installation
Painting	95% complete	Touch-up
AV (not is SBS scope of work)	25% complete	Wires pulled, projectors and speakers installed
Doors	10% complete	Hung and painted

#### **Restrooms – to be completed on Friday, September 2**

<b>Trade</b>	<b>Estimated completion</b>	<b>Items not completed</b>
Electrical finish	90% complete	
Tile	90% complete	
Plumbing	50% complete	Girls and boys restrooms almost completed.
Partitions	0% complete	
Painting	95% complete	Touch-up
Doors and door frames	30% complete	Hung and painted

#### **Site Work (except basement area) – to be completed on Friday, September 2**

<b>Trade</b>	<b>Estimated completion</b>	<b>Items not completed</b>
Stucco	70% complete	Final coat
Tile	10% complete	
Plumbing	50% complete	Drinking fountains installed
Painting	0% complete	
Fire alarm	50% complete	
Intercom	50% complete	
Walkways	95% complete	Handrails final paint coat
Asphalt	75% complete	Final patch work needed for trench and porch area

**Library – 20% complete – electrical finish needed before cabinet install**

**Basement area – 10% complete – slurry poured – project on hold**

BOARD AGENDA ITEM

TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: **Update on the Measure C Renovation Project**

---

Communications for General Contractor

On December 1, 2010, the District and the architect (PMSM) received a Notice of Substantial Completion from the general contractor (SBS) for the renovation project. The letter states that substantial completion occurred on September 7, 2010 since the District was able to occupy the classrooms at that time. The receipt of the notice requires the District to respond within 10 days by making payment or disputing their claim of substantial completion.

Also, SBS sent a letter on December 1, 2010 disputing the architect's claim that SBS was responsible for all corrective work on the asphalt and concrete areas at the stairway/ramp area by the auditorium entrance.

Finally, SBS has submitted a Pay Application #4 that includes payment of all work at 100% level with the 10% retention withheld. The payment identified is \$215,000 with a \$122,000 retention withheld by the District.

*Not Full Amount*  
Status of Project Completion

There are still several areas of the project that need considerable work. The most significant incomplete items are:

The **pavement areas** around the steps to the auditorium were found to be non-compliant with accessibility requirements. Both the asphalt section in front of the gazebo and the landing and ramp up to Rooms 4 and 5 need to be removed and redone. SBS is disputing that the entire corrective work is their responsibility. They have employed their own surveyors and developed a proposal of to complete the concrete work. They have agreed to do the concrete work at their cost, but they contend that the District must pay for the asphalt work. SBS has attempted to begin the work on the concrete on several occasions, but they did not submit their proposal for the architect and civil engineer to review until December 2. The District and architect have directed SBS to begin the pavement work on December 18 (during winter break) and to do the work with no cost to the District.

The cost to complete the asphalt and concrete in the auditorium area is estimated to be approximately \$10,000.

Also, the handicapped parking section was not done to specifications. The cost to correct the parking lot is another \$10,000, although Granite Construction, who did the work, has agreed that they were in error and should do the work at no cost.

The **ornamental iron handrailing** was not done to specifications for ADA requirements. This item was on the original October 2 punch list and has not been corrected. The estimated cost to complete this work is \$5,700.

The most significant part of the **electrical work** that is not complete is the use of metal conduit on exposed surfaces both interior and exterior when the plans specified that the conduit be placed in the walls or when exposed in interior areas, a raceway was suppose to be used instead of the metal. SBS disagrees that this work was required or that they were able to follow the plans. The cost to correct this work is estimated at \$11,000.

There are a number of other items related to painting and doors that SBS either has not completed or believes they are not responsible for completing.

#### Response for District/ Architect

The architect sent a response to the SBS Notice of Substantial Completion on Monday, December 6. The response letter disagrees with the claim by SBS that they are substantially complete based on the fact that several significant items remain incomplete. The letter says that a final punch walk is needed to determine the level of completion on the work. Also, the letter responds to the second December 1 letter from SBS regarding the pavement by restating the directive for SBS to complete the work at no cost to the District during the winter break. Finally, the letter from the architect states that the Pay App #4 is under review but cannot be verified for 100% payment until the punch walk.

#### Consideration of Next Steps

I have several concerns related to the communications received from SBS this past week. I am seeking the Board's direction on the District's next steps for responding to SBS's claim of substantial completion and failure to complete several key areas of work.

At the Special Session, I plan to present several options for the Board's consideration. Also the Anthony Palazzo from PMSM Architects will be present and the District's legal counsel will be available for consultation via a conference call if the Board has questions.



---

Bryan McCabe, Superintendent/Principal

BOARD AGENDA ITEM

TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: **Update on the Measure C Renovation Project**

---

The following represents the status of the Renovation Project as of Thursday, December 9.

The architect is working with the contractor to complete the paving corrections, the guardrail needed by the primary boys' restroom, and a few other items. The plan is to complete this work over winter break and close out the project with SBS in early January.

Summary of payments to date to general contractor

Original contract sum	\$1,111,034
Approved change orders	\$109,148
Total	\$1,220,182
Retainage (10%)	\$122,018
Paid to date	\$882,187
Amount left to pay including retainage	\$337,995

Summary of Measure C Budget

Bond proceeds	\$2,574,103	
Cost of issuance		97,325
Underwriter's discount		31,660
Debt service fund		5,576
2010 Renovation Project		1,685,464
Other projects		18,660
Total Anticipated expenditures to date	\$1,838,685	
Balance	735,418	

A complete project budget update is included with this item.

12/13/10

CSS Modernization Project  
Cost Summary

Vendor	Description	Budget	Spent to date	Variance	Forecast	Spent to date	Variance
<b>Planning</b>							
PMSM	architect	208,250	223,632	-15,382	228,550	223,632	4,918
DSA	state fees	12,700	13,150	-450	13,150	13,150	0
Leland Saylor	Cost estimate	4,000	4,000	0	4,000	4,000	0
	Misc fees	7,100	0	7,100	0	0	0
	printing costs	3,000	0	3,000	0	0	0
	specialty consultants	10,000	0	10,000	0	0	0
	contingency add fees	1,300	0	1,300	20,300	0	20,300
<b>Totals</b>		<b>246,350</b>	<b>240,782</b>	<b>5,568</b>	<b>266,000</b>	<b>240,782</b>	<b>25,218</b>
<b>Construction</b>							
SBS	General Contractor	1,111,035	0	1,111,035	1,111,035	0	1,111,035
	Payment #1		115,364			115,364	
	Payment #2		274,133			274,133	
	Payment #3		492,690			492,690	
<b>Totals</b>		<b>1,111,035</b>	<b>882,187</b>	<b>228,848</b>	<b>1,111,035</b>	<b>882,187</b>	<b>228,848</b>
<b>Construction Contingency (Change Orders)</b>							
			13%		10%		
SBS	General Contractor	144,435	0	144,435	109,149	0	109,149
	CO #1		41,416		41,416	0	
	CO #2		28,922		28,922	0	
	CO #3		38,809		38,809	0	
<b>Totals</b>		<b>144,435</b>	<b>109,147</b>	<b>35,288</b>	<b>109,149</b>	<b>0</b>	<b>109,149</b>
<b>Construction Services</b>							
Carroll	Fire alarm tests	1,200	0	1,200	0	0	0
Above Grade	Plumbing investigation	1,000	504	496	1,000	504	496
	Topo Survey	2,900	2,900	0	2,900	2,900	0
	soils testing	0	0	0	0	0	0
multiple	ads for bid	1,500	870	630	870	870	0
DSA	added fees for CO	3,000	0	3,000	3,000	0	3,000
101 Blueprint	Bid set reproduction	1,000	1,613	-613	2,000	1,613	387
Troxell	classroom equipment	40,000	19,800	20,200	0	0	0
					45,000	44,586	414

12/9/10  
12 A.2



CSS Modernization Project  
Cost Summary

Vendor	Description	Budget	Spent to date	Balance	Forecast	Spent to date
Pacific Paper	storage, boxes, moving	30,000	640	29,360	2,000	640
Zenco	haz mat mitigation	20,000	24,697	-4,697	27,000	24,697
	Soils engineer	0	0	0	0	0
	Rebar test	0	0	0	0	0
	concrete inspection	0	0	0	0	0
PML	<b>special inspection</b>	20,000	15,562	4,438	20,000	15,562
	steel-welding inspect	0	0	0	0	0
	Meetings	0	0	0	0	0
Knowland	DSA Inspector	45,000	18,580	26,420	45,000	29,990
Tynan Group	Project Manager	0	19,338	-19,338	30,000	26,308
PacifiCom	Contingency	15,510	0	15,510	15,510	0
	phone/intercom				5,000	0
					0	0
<b>Totals</b>		<b>181,110</b>	<b>101,991</b>	<b>79,119</b>	<b>199,280</b>	<b>147,670</b>
						<b>51,610</b>
<b>Other</b>						
Bit vision	surveillance system	0	7,503	-7,503	7,503	7,503
Bob Peace	Electrical for surveillance	0	157	-157	157	157
M & M	sewer repair/inspect		1,360		2,000	1,360
Anderson	Plumbing Repairs		5,596		6,000	5,596
Smith's Lock	New locks				3,000	2,724
<b>Totals</b>		<b>0</b>	<b>14,616</b>	<b>-14,616</b>	<b>18,660</b>	<b>17,340</b>
						<b>1,320</b>
<b>TOTALS</b>	<b>MEASURE C PROJECTS</b>	<b>1,682,930</b>	<b>812,265</b>	<b>870,665</b>	<b>1,704,124</b>	<b>1,287,979</b>
						<b>416,145</b>
	Cost of Issuance	97,325			97,325	
	Underwriter's Discount	31,660			31,660	
	Debt Service Fund	5,576			5,576	
	Bond Proceeds	2,574,103			2,574,103	
	<b>Balance</b>	<b>756,612</b>			<b>735,418</b>	

12A.3  
12/9/10

BOARD AGENDA ITEM

TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: **Update on the Measure C Renovation Project**

---

The school year opened successfully and smoothly with many positive comments by staff, students, and parents about the new classrooms and restrooms. Except for the basement/auditorium entrance area, there are only a number of items left for completion.

The most significant item is the completion of the new intercom/phone system. The installation of this system should be complete the week of September 13. The system not only adds speaker and bell system throughout the school, but replaces the old phone system.

Also not completed is the wall area in the library where the new teaching wall was installed. The wallpaper and wallboard and the data cover plates need to be finished.

Work on the basement area is moving forward. The new completion date for this area is October 15.

The architect and I are scheduling a meeting with the President of SBS this week to begin the close out process. There are a few unresolved issues related to change orders, a need to determine final readiness for the punch list walk, and a discussion of the actual close out process. Members of the Tynan Group and Board members Caesar and Hieshima are invited to attend.

BOARD AGENDA ITEM

TO: Board of Trustees

FROM: Bryan McCabe, Superintendent/Principal

RE: **Proposed amendment to the contract for project management services with the Tynan Group for the renovation project**

---

The extended time period for the renovation project and the increased time needed during the month of August for project management services have resulted in the hours of service to exceed the current approved contract with the Tynan Group.

Also, at a previous meeting, the Board requested a proposal from the Tynan Group of additional services related to developing a deferred maintenance schedule for the school's facilities.

An amended contract proposal from the Tynan Group is presented to the Board for review and possible approval.

ITEM 12.B.



September 13, 2010

Dr. Bryan McCabe  
Superintendent/Principal  
Cold Spring School  
2243 Sycamore Canyon Rd.  
Santa Barbara, CA 93108

Subject: Cold Spring School  
Additional Services

Dear Bryan,

This is in response to your request for a proposal to provide a long term maintenance plan for the school. I believe our current contract can accommodate this as the rates and terms are identified.

We would propose 40 man-hours to conduct the necessary field audit, meet with your staff, research with equipment vendors, write the plan and prepare an anticipated cash flow schedule. This work would not exceed \$3600 (40 X \$90). With this plan and schedule, we would suggest that we identify specific items which the School would need assistance with implementation, bidding and/or contract administration. When assistance is needed, we suggest a not to exceed amount of \$800/month (about 8 man-hours) as you direct us. Thus the total not to exceed amount for one year would be as follows:

Maintenance Plan	\$3600
Monthly implementation (\$800 X 12)	\$9600
<b>Total Not To Exceed</b>	<b>\$13,200</b>

Please let me know if you need any additional information or have any questions.

Sincerely,

John P. Tynan  
President

TynanGroup, Inc.

12.B.2



September 13, 2010

Dr. Bryan McCabe  
Superintendent/Principal  
Cold Spring School  
2243 Sycamore Canyon Rd.  
Santa Barbara, CA 93108

Subject: Cold Spring School Bond Measure C, Renovation  
Request for Contract Amendment #1

Dear Bryan,

Because of the non-performance of the Measure C contractor, SBS Corporation, project completion beyond the August 20<sup>th</sup> completion date and the unforeseen conditions encountered in the basement, we request permission to increase our "not to exceed" contract amount to \$30,000 total. This will accommodate our nearly full time representation during August (versus 1/5 time anticipated). This increase will also accommodate the nearly full time representation to date in September, the representation for the remaining work through October and project closeout. My time is not charged to the project and, of course, there are no markups on reimbursable expenses.

Sincerely,

John P. Tynan  
President

TynanGroup, Inc.

12.B.3.

**ACTION**  
October 11, 2010

**BOARD AGENDA ITEM**

**TO:** Board of Trustees

**FROM:** Bryan McCabe, Superintendent/Principal

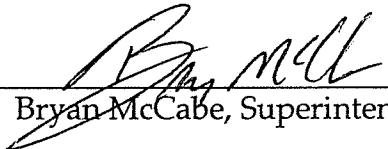
**RE:** **Approval of Change Orders related to the Measure C Renovation Project**

---

The following two change orders are the result of necessary modifications to the original approved contract with SBS for the renovation work. These two change orders constitute all of the adjustments made on the project and have been approved by the SBS, the contractor, and PMSM, the architect. They are presented to the Board of Trustees for final approval. The complete change orders are included with this agenda item.

CO #	Item #	Description	Cost
2	1-9	Miscellaneous items grouped as one change order	\$28,922.76
3	1-18	Miscellaneous items including the final completion dates agreement	\$38,809.92

**I recommend that the Board approve Change Orders #2 and #3.**

  
\_\_\_\_\_  
Bryan McCabe, Superintendent/Principal

12A1

09014.01 (17)

Change Order No. 2

DSA File # 43-11

Contract No. 1

DSA Application #03-113015



---

C H A N G E   O R D E R   N O   2

---

**Project:**  
Cold Spring School District  
Cold Spring Elementary Modernization  
PMSM Project No. 09014.01

**Contractor:**  
SBS Corp.  
31416 Agoura Road, Suite 135  
Westlake Village, CA 91361

**Date:** September 7, 2010

---

The scope of work will be modified only as herein specifically set forth and in all other respects remains unaltered.

---

**Item #1: Building 100 New Concrete walkway:**

Add a pipe sleeve at new site wall footing at existing clay pipe per attached detail 13/A-111. The new site wall is a non-load bearing concrete less than 6' high as approved by DSA per original drawings.

**Reason:** There was an existing clay pipe found during demolition at the location where the new site wall footing was to be located.

**Back-up:** Project team: Contractor COR No. 4 (2 pages), RFI #22 (2 pages)  
DSA: Detail 13/A-113

Change in Contract Sum for this item:	Increase	\$	913.44
Change in Contract Time for this item:	Increase		0 Days

**Item #2: Classrooms 104, 105, 201, 202, 204, 301 and 302:**

Provide a credit to the District for the projection screens.

**Reason:** Requested by District.

**Back-up:** Project team: Contractor COR No. 5 (1 page), CRB No. 4 (1 page)  
DSA: None

Change in Contract Sum for this item:	Decrease	\$	(3,770.80)
Change in Contract Time for this item:	Increase		0 Days

11.A.2

**Item #3: Site Wall at New Concrete Walkway North of Building 100:**

Add (2) #4 24" x 24" 90 degree bent bars at top and bottom connecting the non load bearing masonry pilaster to the non load bearing concrete site walls less than 42" height.

Reason: Response to RFI #23.

Back-up: Project team: Contractor COR No. 6 (2 pages), RFI No. 23 (2 pages)  
DSA: None

Change in Contract Sum for this item:	Increase	\$	665.86
Change in Contract Time for this item:	Increase		0 Days

**Item #4: Site Wall at New Concrete Walkway North of Building 100:**

Remove existing clay pipe at bottom of site wall footing and cap. Remove slurry backfill.

Reason: During trenching for the new site wall footing a number of storm drain pipes were found at this location. The storm drain pipes were abandoned per this project.

Back-up: Project team: Contractor COR No. 8 (4 pages), RFI No. 24 (1 page)  
DSA: None

Change in Contract Sum for this item:	Increase	\$	2,589.34
Change in Contract Time for this item:	Increase		0 Days

**Item #5: Concrete Sidewalk to Sycamore Canyon Road:**

Install trench drain and grate at concrete walk to maintain existing adjacent planter's drain operable. Thickened bottom landing to maintain 3" of concrete coverage over existing pipe and sleeve.

Reason: During demolition an existing city water testing station pipe was found where the new concrete walk extends to Sycamore Canyon Rd. The planter drain in question was originally above the existing concrete side. The new sidewalk is higher in elevation and the two drains need to remain operational.

Back-up: Project team: Contractor COR No. 10 (3 pages), CRB No. 5 (2 pages), RFI No. 21 (1 page)  
DSA: None

Change in Contract Sum for this item:	Increase	\$	4,339.52
Change in Contract Time for this item:	Increase		0 Days



**Item #6: 4-Way Ramp by Library:**

Remove and relocate existing weep screed on North wall of the library to allow for new concrete ramp elevation installation.

Reason: New concrete elevation at West leg of 4-way ramp by Library conflicts with existing stucco weep screed. The existing weep screed/bottom of stucco had to be demoed and replaced to allow for proper installation of new concrete ramp

Back-up: Project team: Contractor COR No. 11 (4 pages), CRB No. 6 (1 page), RFI No. 29 (3 pages)  
DSA: None

Change in Contract Sum for this item:	Increase	\$	5,105.48
Change in Contract Time for this item:	Increase		0 Days

**Item #7: Restroom Tile:**

Provide a credit to the District for the installation of the 2x2 floor tiles in lieu of the octagon & dot shaped tiles/pattern.

Reason: As the octagon shaped tile was not available from the manufacturer, the octagon and dot pattern will not be installed in the restrooms floor.

Back-up: Project team: Contractor COR No. 12 (2 pages), CRB No. 7 (1 page)  
DSA: None

Change in Contract Sum for this item:	Decrease	\$	(874.50)
Change in Contract Time for this item:	Increase		0 Days

**Item #8: Restroom Floor Mortar Bed:**

Provide a credit to the District for room #101 and #106 for the installation method from 1.25" mortar bed to thinset over antifracture membrane.

Reason: To address existing conditions

Back-up: Project team: Contractor COR No. 13 (2 pages)  
DSA: None

Change in Contract Sum for this item:	Decrease	\$	(99.00)
Change in Contract Time for this item:	Increase		0 Days

11.4.4

Change Order No. 2

DSA File # 43-11

Contract No. 1

DSA Application #03-113015

**Item #9: Existing Building Canopy Column Footings:**

Provide extra work associated with revised existing column furring detail 8A/A-111.

Reason: To address existing conditions at existing column footings to stabilize existing concrete post footings. Contractor to provide multiple pours for installation of work.

Back-up: Project team: Contractor COR No. 18 (3 pages)  
DSA: DSA FCD #5

Change in Contract Sum for this item:	Increase	\$	20,053.42
Change in Contract Time for this item:	Increase		5 Days

11.A.5.

Change Order No. 2

DSA File # 43-11

Contract No. 1

DSA Application #03-113015

---

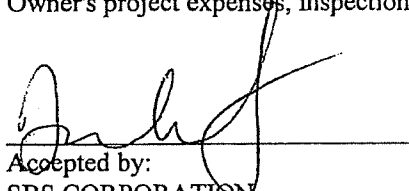
Original Contract Sum:	\$ 1,111,034.00
Contract Sum prior to this Change Order:	\$ 1,152,450.21
Contract Sum is Increased by this Change Order by:	\$ 28,922.76
Contract Sum will be Increased to:	\$ 1,181,372.97

Original Substantial Completion date:	Aug. 20, 2010
Completion date prior to this Change Order:	Aug. 20, 2010
New Completion date after this Change Order:	Aug. 20, 2010

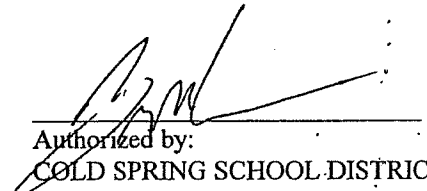
Original Substantial Completion date Basement Area Only:	Aug. 20, 2010
Completion date prior to this Change Order Basement Area only:	Sept. 2, 2010
New Completion date after this Change Order Basement Area only:	Sept. 11, 2010

---

Contractor and Owner acknowledge that the change in Contract Sum and Contract Time set forth above constitute the complete compensation and time extension for this change in the work including, but not limited to, Contractor's field and office overhead, profit and supervision and Owner's project expenses, inspection and administration costs.

  
Accepted by:

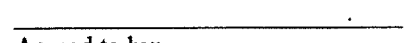
SBS CORPORATION

  
Authorized by:

COLD SPRING SCHOOL DISTRICT

  
Recommend Approval by:

PMSM ARCHITECTS

  
Agreed to by:

DIVISION OF THE STATE ARCHITECT

11.A.6

Change Order No. 3

DSA File # 43-11

Contract No. 1

DSA Application #03-113015



---

C H A N G E   O R D E R   N O   3

---

**Project:**

Cold Spring School District  
Cold Spring Elementary Modernization  
PMSM Project No. 09014.01

**Contractor:**

SBS Corp.  
31416 Agoura Road, Suite 135  
Westlake Village, CA 91361

**Date:** September 23, 2010

---

The scope of work will be modified only as herein specifically set forth and in all other respects remains unaltered.

---

**Item #1: Girls Restroom 101:**

Install new ceiling joist in Girls Restroom 101 per DSA approved detail 8C/A-923.

**Reason:** District request. It was discovered in the field that, the existing ceiling joists are not continuous and are supported by a partition wall that was to be demo'ed.

**Back-up:** Project team: Contractor COR No. 1 (2 pages), CRB No. 2 (1 page), RFI No. 14 (1 page)  
DSA: None

Change in Contract Sum for this item:	Increase	\$	2,350.00
Change in Contract Time for this item:	Increase		0 Days

**Item #2: Boys Restroom 106:**

Per DSA approved FCD #2 dated 07/13/10, rotate accessible toilet, add one more urinal and demo portion of existing wall bump out.

**Reason:** District requested the addition of one more urinal. This required demolition of existing wall and rotation of accessible stall toilet.

**Back-up:** Project team: Contractor COR No. 2 (2 pages), CRB No. 3 (1 page)  
DSA: DSA Approved FCD No. 2 (2 pages)

Change in Contract Sum for this item:	Increase	\$	3,870.61
Change in Contract Time for this item:	Increase		0 Days

11.A.7.

**Item #3: New Exterior Walkway:**

Thicken concrete edge for new walkway concrete wall at far East side.

Reason: Requested by contractor due to actual site conditions. This will maintain the top of the wall even for the entire length of the wall.

Back-up: Project team: Contractor COR No. 9 (3 pages), RFI No. 26 (1 page)  
DSA: None

Change in Contract Sum for this item:	Increase	\$	437.89
Change in Contract Time for this item:	Increase		0 Days

**Item #4: New Exterior Walkway:**

Provide black powder coating to grates at concrete deck North of Building 100 and by existing planter at Sycamore Canyon Rd. Openings in grates at 1/2" max.

Reason: District request.

Back-up: Project team: Contractor COR No. 14 (2 pages), CRB No. 9 (1 page)  
DSA: None

Change in Contract Sum for this item:	Increase	\$	1,700.00
Change in Contract Time for this item:	Increase		0 Days

**Item #5: Parking Lot:**

Remove and replace additional concrete by student drop off area to allow for proper slopes on accessible curb cut. No change in the DSA approved drop off, only additional demo required to meet the approved drawings.

Reason: Contractor requested during construction as it was discovered that, the elevation at the top of the curb cut for the passenger drop was higher due to a crest in the existing concrete sidewalk. Extra concrete needed to be removed to elongate the curb cut to meet the required slopes.

Back-up: Project team: Contractor COR No. 15 (4 pages), CRB No. 10 (1 page),  
RFI No. 31 (2 pages)  
DSA: None

Change in Contract Sum for this item:	Increase	\$	6,500.00
Change in Contract Time for this item:	Increase		0 Days

11.4.8

**Item #6: Classroom 204:**

Revise A/V device location and type in Classroom 204 per DSA approved FCD #4 dated 08/06/10.

Reason: It was discovered in the field that, the single wall mounted Audio/Visual device could not be mounted per the DSA approved drawings due to the window height at the proposed location. In order to maintain proper coverage two ceiling mounted devices have to be installed as proposed.

Back-up: Project team: Contractor COR No. 16 (3 pages), CRB No. 12 (1 page)  
DSA: DSA Approved FCD No. 4

Change in Contract Sum for this item:	Increase	\$	921.63
Change in Contract Time for this item:	Increase		0 Days

**Item #7: Building 100 North Main Entry Canopy:**

Saw cut and remove additional concrete at entry ramp and stairs to building 100.

Reason: Contractor requested during construction as extra concrete needed to be removed to allow for installation of new concrete work in that area. To provide per DSA approved drawings.

Back-up: Project team: Contractor COR No. 17 (3 pages)  
DSA: None

Change in Contract Sum for this item:	Increase	\$	2,500.00
Change in Contract Time for this item:	Increase		0 Days

**Item #8: Classrooms 201, 202, 204, 301 and 302:**

Provide and install 1/4" plywood, approximately (60) 4'x8' sheets in classrooms 201, 202, 204, 301 and 302 as required for proper tack board installation.

Reason: Contractor requested. After removal of the existing 12"x12" acoustical wall tiles it was discovered that these were mounted on 1x3 nailers. The tack board panels require a continuous solid backing surface to allow for proper installation.

Back-up: Project team: Contractor COR No. 19 (2 pages), CRB No. 16 (1 page)  
DSA: None

Change in Contract Sum for this item:	Increase	\$	5,807.37
Change in Contract Time for this item:	Increase		0 Days

11.1.9

**Item #9: Boy's Restroom 101:**

Repair and/or replace 2x6 cripple studs underneath West wall of Boy's Restroom 101 per DSA approved detail 11/A923. Install with A35 top and bottom, both sides to existing plates.

**Reason:** District request. During construction it was discovered that the existing partition wall at the west side of the boy's restroom had missing/damaged cripple studs tying it to the existing stem wall. New studs were installed as required to match existing. Spacing to be 16" on center maximum.

**Back-up:** Project team: Contractor COR No. 20 (2 pages)  
DSA: None

Change in Contract Sum for this item:	Increase	\$	1,700.00
Change in Contract Time for this item:	Increase		0 Days

**Item #10: Classrooms 501, 503, 512 and 513:**

Omit junction boxes, power outlets and switch in the above mentioned classrooms for projector installation.

**Reason:** District request. Contractor did not perform work. District will complete under separate contract.

**Back-up:** Project team: Contractor COR No. 21 (2 pages), CRB No. 8 (1 page)  
DSA: None

Change in Contract Sum for this item:	Decrease	\$	(3,000.00)
Change in Contract Time for this item:	Increase		0 Days

**Item #11: Building 300:**

Provide a credit to the District for the window removal in Classrooms 301 and 302.

**Reason:** District request. Windows were removed by District forces.

**Back-up:** Project team: Contractor COR No. 22 (2 pages), CRB No. 11 (1 page)  
DSA: None

Change in Contract Sum for this item:	Decrease	\$	(792.00)
Change in Contract Time for this item:	Increase		0 Days

11.A.10

**Item #12: Building 200:**

Provide a credit to the District for the demolition of existing cabinets in Classrooms 201 and 202.

Reason: District request. During demolition there were two cabinets that were taken out by contractor by mistake.

Back-up: Project team: Contractor COR No. 23 (2 pages), CRB No. 15 (1 page)  
DSA: None

Change in Contract Sum for this item:	Decrease	\$	(440.00)
Change in Contract Time for this item:	Increase		0 Days

**Item #13: Girl's Restroom 101 and Boy's Restroom 106:**

Increase depth of mortar bed from 2" to 4" deep.

Reason: Contractor requested as it was discovered in the field during demolition that the existing mortar bed was 4" deep. Additional mortar was required above what was shown on plans to replace to match existing.

Back-up: Project team: Contractor COR No. 26 (3 pages), RFI No. 36 (1 page)  
DSA: None

Change in Contract Sum for this item:	Increase	\$	5,940.74
Change in Contract Time for this item:	Increase		0 Days

**Item #14: Library:**

Remove existing tack board in library to allow for installation of new casework. Install new owner supplied tack board over computer desk and provide gypsum board painted finish. Relocate existing data and power outlets.

Reason: During demolition of the existing cabinets it was discovered that the tack board that was existing to remain did not provide full wall coverage where existing wall surface will now be exposed.

Back-up: Project team: Contractor COR No. 27 (4 pages), CRB No. 13 (1 page)  
DSA: None

Change in Contract Sum for this item:	Increase	\$	5,419.31
Change in Contract Time for this item:	Increase		0 Days

11.11.11



**Item #15: Building 100 Canopy Area:**

Repair broken storm drain at electrical trench.

Reason: Contractor requested as storm drain pipe was damage during construction. The storm drain pipe was not in the location shown on the asbuilts.

Back-up: Project team: Contractor COR No. 28 (3 pages)  
DSA: None

Change in Contract Sum for this item:	Increase	\$	1,226.87
Change in Contract Time for this item:	Increase		0 Days

**Item #16: Building 100 Canopy Area:**

Repair broken sewer line and clean out at electrical trench.

Reason: Contractor requested as sewer line was damage during construction. The sewer line was not in the location shown on the asbuilts.

Back-up: Project team: Contractor COR No. 29 (3 pages)  
DSA: None

Change in Contract Sum for this item:	Increase	\$	1,238.58
Change in Contract Time for this item:	Increase		0 Days

**Item #17: New Exterior Walkway:**

Extend and connect storm drain pipe from new catch basin location to main storm drain pipe.

Reason: Contractor requested as main storm drain pipe was not located per the asbuilt drawings.

Back-up: Project team: Contractor COR No. 30 (4 pages)  
DSA: None

Change in Contract Sum for this item:	Increase	\$	4,928.92
Change in Contract Time for this item:	Increase		0 Days

**Item #18: Classrooms 104, 105, 201, 202, 204, 301 and 302:**

Provide a credit to the District for the deletion of the tack board's cork layer and aluminum trim pieces.

Reason: District request. The contractor provided tack board without the cork layer and aluminum trim. According to contractor obtaining these two items would require a longer lead time and tack board installation would not be complete in time for opening of school.

Back-up: Project team: Contractor CRB No. 17 (1 page)  
DSA: None

Change in Contract Sum for this item:	Decrease	\$	(500.00)
Change in Contract Time for this item:	Increase		0 Days

PMSM #09014.01

Page 6 of 8

1004 EAST MAIN STREET SANTA MARIA, CA 93454 TEL 805-925-2421 FAX 805-925-2420

SANTA BARBARA, CA • PASO ROBLES, CA • SANTA MARIA, CA

11.4.12

**Item #18: Playground Area North of Canopy:**

Provide a credit to the District for the demolition of existing concrete fill, aggregate base infill and compaction at old fuel tank.

Reason: District request. This work was not completed by contractor.

Back-up: Project team: None  
DSA: None

Change in Contract Sum for this item:	Decrease	\$	(1,000.00)
Change in Contract Time for this item:	Increase		0 Days

**Item #18: Completion Dates:**

Per the September 21, 2010 Construction Meeting. The District agreed to revise the completion dates for the main scope of the work and the basement/canopy area to the following;

- Friday September 24, 2010 for the Main Portion of the Work
- Wednesday October 20, 2010 for the Basement/Canopy Area

As agreed to by SBS during the meeting, if these completion dates are not kept, the District will proceed with enforcing all of the Liquidated and Consequential Damages accrued to date base on the August 20, 2010 original completion date.

11A13

---

Original Contract Sum:	\$ 1,111,034.00
Contract Sum prior to this Change Order:	\$ 1,181,372.97
Contract Sum is Increased by this Change Order by:	\$ 38,809.92
Contract Sum will be Increased to:	\$ 1,220,182.89

Original Substantial Completion date:	Aug. 20, 2010
Completion date prior to this Change Order:	Aug. 20, 2010
New Completion date after this Change Order:	Sept. 24, 2010

Original Substantial Completion date Basement Area Only:	Aug. 20, 2010
Completion date prior to this Change Order Basement Area only:	Sept. 11, 2010
New Completion date after this Change Order Basement Area only:	Oct. 20, 2010

---

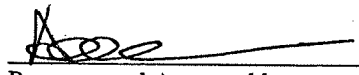
Contractor and Owner acknowledge that the change in Contract Sum and Contract Time set forth above constitute the complete compensation and time extension for this change in the work including, but not limited to, Contractor's field and office overhead, profit and supervision and Owner's project expenses, inspection and administration costs.

  
Accepted by:

SBS CORPORATION

Authorized by:

COLD SPRING SCHOOL DISTRICT

  
Recommend Approval by:

PMSM ARCHITECTS

Agreed to by:

DIVISION OF THE STATE ARCHITECT

11.1.14

CONFERENCE  
Discussion and/or Action  
October 11, 2010

BOARD AGENDA ITEM

TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: **Update on the Measure C Renovation Project**

---

The Measure C Renovation Project is substantially complete, except for the basement/entrance area, which is also close to completion. The Punch List Walk took place on Friday, October 1. Many items were found to be incomplete, not done according to the plan specifications, or not completed correctly. The architect created a Final Punch List based on input from the civil engineer, electrical engineer, mechanical engineer, the architect, and Cold Spring School staff. The Punch List was presented to SBS on Friday, October 8 with a 30 day completion notice of November 1, 2010. Due to the large number of incomplete items and the on-going delay in work, I have asked out legal counsel to review the General Conditions and Punch List.

We are proceeding with the General Conditions clause that provides the District with the option to notify the contractor of safety items not completed and the notice to correct these items within 3 days. If these items are not corrected the District will correct and SBS will be invoiced the cost of correcting these.

The basement/ramp area is due for completion on October 18.

An update cost-to-date sheet is included with this agenda item. Overall, the Renovation Project is within budget and a substantial balance of bond funds are available for future renovation and repair work on the Cold Spring School campus.

(2.A.1.

CSS Modernization Project  
Cost Summary

Vendor	Description	Budget	Spent to date	Variance	Forecast	Spent to date	Variance
<b>Planning</b>							
PMSM	architect	208,250	179,864	28,386	208,250	179,864	28,386
DSA	state fees	12,700	13,150	-450	13,150	13,150	0
Leland Saylor	Cost estimate	4,000	4,000	0	4,000	4,000	0
	Misc fees	7,100	0	7,100	0	0	0
	printing costs	3,000	0	3,000	0	0	0
	specialty consultants	10,000	0	10,000	0	0	0
	contingency add fees	1,300	0	1,300	20,300	0	20,300
<b>Totals</b>		<b>246,350</b>	<b>197,014</b>	<b>49,336</b>	<b>245,700</b>	<b>197,014</b>	<b>48,686</b>
<b>Construction</b>							
SBS	General Contractor	1,111,035	0	1,111,035	1,111,035	0	1,111,035
	Payment #1		115,364			115,364	
	Payment #2		274,133			274,133	
<b>Totals</b>		<b>1,111,035</b>	<b>389,497</b>	<b>721,538</b>	<b>1,111,035</b>	<b>389,497</b>	<b>721,538</b>
<b>Construction Contingency (Change Orders)</b>			13%		10%		
SBS	General Contractor	144,435	0	144,435	144,435	0	144,435
	CO #1		41,416			41,416	
	CO #2		28,922			28,922	
	CO #3		38,809			38,809	
<b>Totals</b>		<b>144,435</b>	<b>109,147</b>	<b>35,288</b>	<b>110,000</b>	<b>109,147</b>	<b>853</b>
<b>Construction Services</b>							
Carroll	Fire alarm tests	1,200	0	1,200	0	0	0
Above Grade	Plumbing investigation	1,000	504	496	1,000	504	496
	Topo Survey	2,900	2,900	0	2,900	2,900	0
	soils testing	0	0	0	0	0	0
	ads for bid	1,500	870	630	870	870	0
DSA	added fees for CO	3,000	0	3,000	3,000	0	3,000
101 Blueprint	Bid set reproduction	1,000	1,613	-613	2,000	1,613	387
Troxell	classroom equipment	40,000	19,800	20,200	0	0	0
10/8/10					45,000	19,800	25,200

12.A.2

CSS Modernization Project  
Cost Summary

Vendor	Description	Budget	Spent to date	Balance	Forecast	Spent to date	Variance
Pacific Paper	storage, boxes, moving	30,000	640	29,360	2,000	640	1,360
Zenco	haz mat mitigation	20,000	24,697	-4,697	27,000	24,697	2,303
	Soils engineer	0	0	0	0	0	0
	Rebar test	0	0	0	0	0	0
	concrete inspection	0	0	0	0	0	0
PML	<b>special inspection</b>	20,000	15,562	4,438	20,000	15,562	4,438
	steel-welding inspect	0	0	0	0	0	0
	Meetings	0	0	0	0	0	0
Knowland	DSA Inspector	45,000	18,580	26,420	45,000	18,580	26,420
Tynan Group	Project Manager	0	19,338	-19,338	20,000	19,338	662
PacifiCom	Contingency	15,510	0	15,510	15,510	0	15,510
	phone/intercom				5,000	0	5,000
<b>Totals</b>		<b>181,110</b>	<b>101,991</b>	<b>79,119</b>	<b>189,280</b>	<b>104,504</b>	<b>84,776</b>
<b>Other</b>							
Bit vision	surveillance system	0	7,503	-7,503	7,503	7,503	0
Bob Peace	Electrical for surveillance	0	157	-157	157	157	0
M & M	sewer repair/inspect		1,360		2,000	1,360	640
Anderson	Plumbing Repairs		5,596		6,000	5,596	404
Smith's Lock	New locks				3,000	2,724	276
<b>Totals</b>		<b>0</b>	<b>14,616</b>	<b>-14,616</b>	<b>18,660</b>	<b>17,340</b>	<b>1,320</b>
<b>TOTALS</b>	<b>MEASURE C PROJECTS</b>	<b>1,682,930</b>	<b>812,265</b>	<b>870,665</b>	<b>1,674,675</b>	<b>817,502</b>	<b>857,173</b>
	Cost of Issuance	97,325			97,325		
	Underwriter's Discount	31,660			31,660		
	Debt Service Fund	5,576			5,576		
	Bond Proceeds	2,574,103			2,574,103		
	<b>Balance</b>	<b>756,612</b>			<b>764,867</b>		

12A. 10/8/10

CONFERENCE  
Discussion and/or Action  
September 13, 2010  
October 11, 2010

BOARD AGENDA ITEM

TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: **Proposed amendment to the contract for project management services with the Tynan Group for the renovation project**

---

At the September meeting I presented a proposed contract amendment from the Tynan Group. Due to the extended work on the renovation program, John Tynan requested that the not to exceed cost of their services be extended from \$10,000 to \$30,000. The Board recommended a \$20,000 limit, but stated that additional funds recovered from the contractor to cover their cost could be applied to additional fees.

President Caesar and I met with John Tynan recently and explained the proposal.

John has sent the attached request to increase the not to exceed amount to \$30,000.

**I recommend that the Board of Trustees approve the request by John Tynan to increase the not to exceed amount to \$30,000.**

  
\_\_\_\_\_  
Bryan McCabe, Superintendent/Principal

12.B.1



October 5, 2010

Dr. Bryan McCabe  
Superintendent/Principal  
Cold Spring School  
2243 Sycamore Canyon Rd.  
Santa Barbara, CA 93108

Subject: Cold Spring School Bond Measure C, Renovation  
Request for Contract Amendment #2

Dear Bryan,

Previously we requested permission to increase our "not to exceed" contract amount to \$30,000 total because of the non-performance of the Measure C contractor, SBC Corporation, project completion beyond the August 20<sup>th</sup> completion date and the unforeseen conditions encountered in the basement.

As a result of our meeting it was agreed to increase the contract not to exceed amount to \$20,000 and any further increase would be pending the outcome of the SBC settlement. I asked Scott to recap (attached) the change order status with SBC including the settlement. The result is as a total savings of \$20,461.

A recap of our invoices to date and for the balance of the project is as follows:

Invoiced through August:	\$19,300
September Invoice:	\$6000
October Invoice (projected):	\$4700
Total	\$30,000

*\$25,300-*

Thus we would we request permission to increase our "not to exceed" contract amount to \$30,000 total. This will accommodate our nearly full time representation during August (versus 1/5 time anticipated). This increase will also accommodate the nearly full time representation to date in September, the representation for the remaining work through October and project closeout. My time is not charged to the project and, of course, there are no markups on reimbursable expenses.

Sincerely,

John P. Tynan  
President

TynanGroup, Inc.

*12.B.2.*



Cold Spring School Bond Measure C, Renovation  
Change Order Summary

CO	Original	Revised	Net	Notes
1	2,547.25	2,350.00	197.25	
2	4,463.24	3,870.61	592.63	
3	48,407.00	41,416.21	6,990.79	
4	1,242.07	913.44	328.63	
5				Credit
6	752.23	665.86	86.37	
7				Rejected
8	2,758.14	2,589.34	168.80	
9	587.31	437.89	149.42	
10	4,741.84	4,339.52	402.32	
11	5,568.29	5,105.48	462.81	
12	874.50		874.50	Credit
13	99.00		99.00	Credit
14			-	No Change
15	7,920.58	6,500.00	1,420.58	
16	3,393.45	921.63	2,471.82	
17	2,911.77	2,500.00	411.77	
18			-	No Change
19			-	No Change
20	1,893.08	1,700.00	193.08	Credit
21	607.09	3,000.00	2,392.91	Credit
22			-	No Change
23			-	No Change
24			-	Rejected
25	1,289.75		1,289.75	Rejected
26			-	No Change
27			-	No Change
28			-	No Change
29			-	No Change
30	5,357.52	4,928.92	428.60	
31			-	Rejected
32		500.00	500.00	Credit
33		1,000.00	1,000.00	Credit
<b>TOTAL</b>			<b>20,461.03</b>	

12.B.3

CONFERENCE  
Discussion and/or Action  
October 11, 2010

BOARD AGENDA ITEM

TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: **Proposed amendment to the contract with PMSM for  
architectural services due to the increase in time for the  
completion of the renovation project**

---

The extended time period for the renovation project and the increased time needed during the month of September for architectural services have required PMSM to submit an amendment for their services.

An amended contract proposal from SBS is presented to the Board for review and possible approval.

1201

OWNER/ARCHITECT CONTRACT AMENDMENT No. Five



Date: September 1, 2010  
Project: Cold Springs School Modernization  
PMSM Project No: 09014.01  
Contract Date: March 9, 2009

Modifications to Basic Contract: September 1, 2010

Dear Mr. McCabe:

The construction at the Cold Spring campus has been progressing steadily. As you are aware, unforeseen conditions in the existing basement area and due to the contractor's construction schedule, the completion date for the project has been extended.

Our original contract for the modernization project anticipated a construction duration of 10 weeks. The project began construction on June 21, 2010, and was originally scheduled to be complete by August 20, 2010.

As we are committed to serving the District and seeing the project through, we propose to provide the same level of service that we have since the start of the project on an hourly basis through the end of construction with a set amount not to be exceeded.

We propose to provide continued construction administration services for this project for an additional 10 weeks. This work starts as of September 1, 2010, beyond the original project completion date.

We have budgeted for 16 hours of construction administrator time and 4 hours of Principal Architect time per week for this effort based on the fact that the major portion of the work has now been completed. This total amount for the 10 weeks is budgeted at ~~\$19,800~~ plus expenses to be budgeted at ~~\$500~~ \$26,300.

This will allow our staff to continue to process the additional work involved to bring the construction to completion and project close out. At the conclusion of this additional construction time we will resume our contract closeout work upon completion of the project by the contractor and start of the punch list.

Please call if you have any questions.

PMSM Architects  
A California Corporation

By: [Signature]  
Anthony R. Palazzo AIA

Cold Spring School District

By: \_\_\_\_\_  
District Representative

12.02.

CONFERENCE  
Discussion and/or Action  
September 13, 2010  
October 11, 2010  
November 8, 2010

BOARD AGENDA ITEM

TO: Board of Trustees

FROM: Bryan McCabe, Superintendent/Principal

RE: **Proposed amendment to the contract for project management services with the Tynan Group for the renovation project**

---

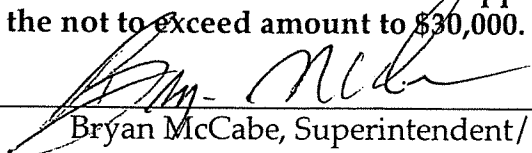
At the September Board meeting, I presented a proposed contract amendment from the Tynan Group (see page 11.B.2. – letter dated September 13, 2010). Due to the extended work on the renovation program, John Tynan requested that the not-to-exceed cost of their services be extended from \$10,000 to \$30,000. The Board recommended a \$20,000 limit, but stated that additional funds recovered from the contractor to cover their cost could be applied to additional fees. President Caesar and I met with John Tynan following the board meeting to explain the proposal.

Based on that conversation, John Tynan presented the attached request for the not-to-exceed \$30,000 to the Board at the October meeting with a list of savings partially due to the work of the project manager. (see pages 11.B.3-4. – letter dated October 5, 2010. The Board agreed to pay the \$25,300 through September, but asked for an update on the cost to complete the project before approving additional payments.

I recently spoke with John Tynan regarding the cost of project manager services to the close of the project. He said they calculated that they would be close to the \$30,000 figure. He said if the cost exceeds that amount, they will not charge the district additional fees. They are committed to the \$30,000 limit for this project. And it is a “not to exceed” figure, which may come in less than the \$30,000.

The renovation project continues into November and will continue for at least another two weeks if not longer. Project Manager Scott Douglas continues to be actively engaged in supporting the District’s interests and will work with us through the project completion date.

**I recommend that the Board of Trustees approve the request by John Tynan to increase the not to exceed amount to \$30,000.**

  
Bryan McCabe, Superintendent/Principal

11.B.1.



September 13, 2010

Dr. Bryan McCabe  
Superintendent/Principal  
Cold Spring School  
2243 Sycamore Canyon Rd.  
Santa Barbara, CA 93108

Subject: Cold Spring School Bond Measure C, Renovation  
Request for Contract Amendment #1

Dear Bryan,

Because of the non-performance of the Measure C contractor, SBC Corporation, project completion beyond the August 20<sup>th</sup> completion date and the unforeseen conditions encountered in the basement, we request permission to increase our "not to exceed" contract amount to \$30,000 total. This will accommodate our nearly full time representation during August (versus 1/5 time anticipated). This increase will also accommodate the nearly full time representation to date in September, the representation for the remaining work through October and project closeout. My time is not charged to the project and, of course, there are no markups on reimbursable expenses.

Sincerely,

John P. Tynan  
President

TynanGroup, Inc.

11.B.2.



October 5, 2010

Dr. Bryan McCabe  
Superintendent/Principal  
Cold Spring School  
2243 Sycamore Canyon Rd.  
Santa Barbara, CA 93108

Subject: Cold Spring School Bond Measure C, Renovation  
Request for Contract Amendment #2

Dear Bryan,

Previously we requested permission to increase our "not to exceed" contract amount to \$30,000 total because of the non-performance of the Measure C contractor, SBC Corporation, project completion beyond the August 20<sup>th</sup> completion date and the unforeseen conditions encountered in the basement.

As a result of our meeting it was agreed to increase the contract not to exceed amount to \$20,000 and any further increase would be pending the outcome of the SBC settlement. I asked Scott to recap (attached) the change order status with SBC including the settlement. The result is as a total savings of \$20,461.

A recap of our invoices to date and for the balance of the project is as follows:

Invoiced through August:	\$19,300
September Invoice:	\$6000
October Invoice (projected):	\$4700
Total	\$30,000

Thus we would we request permission to increase our "not to exceed" contract amount to \$30,000 total. This will accommodate our nearly full time representation during August (versus 1/5 time anticipated). This increase will also accommodate the nearly full time representation to date in September, the representation for the remaining work through October and project closeout. My time is not charged to the project and, of course, there are no markups on reimbursable expenses.

Sincerely,

John P. Tynan  
President

TynanGroup, Inc.

17-03

Cold Spring School Bond Measure C, Renovation  
Change Order Summary

CO	Original	Revised	Net	Notes
1	2,547.25	2,350.00	197.25	
2	4,463.24	3,870.61	592.63	
3	48,407.00	41,416.21	6,990.79	
4	1,242.07	913.44	328.63	
5				Credit
6	752.23	665.86	86.37	
7				Rejected
8	2,758.14	2,589.34	168.80	
9	587.31	437.89	149.42	
10	4,741.84	4,339.52	402.32	
11	5,568.29	5,105.48	462.81	
12	874.50		874.50	Credit
13	99.00		99.00	Credit
14			-	No Change
15	7,920.58	6,500.00	1,420.58	
16	3,393.45	921.63	2,471.82	
17	2,911.77	2,500.00	411.77	
18			-	No Change
19			-	No Change
20	1,893.08	1,700.00	193.08	Credit
21	607.09	3,000.00	2,392.91	Credit
22			-	No Change
23			-	No Change
24			-	Rejected
25	1,289.75		1,289.75	Rejected
26			-	No Change
27			-	No Change
28			-	No Change
29			-	No Change
30	5,357.52	4,928.92	428.60	
31			-	Rejected
32		500.00	500.00	Credit
33		1,000.00	1,000.00	Credit
<b>TOTAL</b>			<b>20,461.03</b>	

12.04

CONFERENCE  
Discussion and/or Action  
September 13, 2010  
November 8, 2010

BOARD AGENDA ITEM

TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: **Proposed contract with the Tynan Group for developing a deferred maintenance plan**

---

At the September meeting I presented a proposal from the Tynan Group for additional services related to developing a deferred maintenance schedule for the school's facilities per the Board's earlier request. The Board reviewed the proposal and asked for samples of the work products that Tynan would provide.

Trustees Hieshima and Caesar have reviewed these documents and will report to the Board. I included copies of the samples in the Board packet along with the original contract proposal.

**I recommend that the Board of Trustees approve the proposal for maintenance development by the Tynan Group.**

---

**Bryan McCabe, Superintendent/Principal**

11.0.1-





September 13, 2010

Dr. Bryan McCabe  
Superintendent/Principal  
Cold Spring School  
2243 Sycamore Canyon Rd.  
Santa Barbara, CA 93108

Subject: Cold Spring School  
Additional Services

Dear Bryan,

This is in response to your request for a proposal to provide a long term maintenance plan for the school. I believe our current contract can accommodate this as the rates and terms are identified.

We would propose 40 man-hours to conduct the necessary field audit, meet with your staff, research with equipment vendors, write the plan and prepare an anticipated cash flow schedule. This work would not exceed \$3600 (40 X \$90). With this plan and schedule, we would suggest that we identify specific items which the School would need assistance with implementation, bidding and/or contract administration. When assistance is needed, we suggest a not to exceed amount of \$800/month (about 8 man-hours) as you direct us. Thus the total not to exceed amount for one year would be as follows:

Maintenance Plan	\$3600
Monthly implementation (\$800 X 12)	\$9600
<b>Total Not To Exceed</b>	<b>\$13,200</b>

Please let me know if you need any additional information or have any questions.

Sincerely,

John P. Tynan  
President

TynanGroup, Inc.

11.C.2

BOARD AGENDA ITEM

TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: **Update on the Measure C Renovation Project**

---

The following represents the status of the Renovation Project as of Thursday, November 4.

The basement/ramp area is complete except for corrections needed to meet ADA requirements.

The punch list is approximately 50% complete. The deadline for completion of the punch list items is Wednesday, November 10. The majority of the classroom only items should be completed by that date. Items remaining to be completed are:

- Electrical work – good progress is being made. The largest outstanding item is the issue of wiremold. There are questions and a dispute over the exposed conduit – are there areas that did not have shear panel that the wires should have been located in the wall instead of exposed? And, should the runs be wiremold or metal?
- Intercom and phone system – Two speakers and one classroom handset need to be installed and the new system connected to the current outside service.
- Paving and concrete work – the asphalt area in front of the auditorium steps and the handicap parking area in the main parking lot need to be redone. The most recent finding related to the asphalt area in front of the steps is that the correction to the grade issues requires the removal and replacement of the concrete landing and ramp up to Room 5 (the area between the auditorium steps and deck in front of the two classrooms).

An update cost-to-date sheet will be presented to the Board at the meeting.

I believe that several items should be completed as part of this project that were not in the original scope. This work can be done over winter break.

12. A. 1.

BOARD AGENDA ITEM

TO: Board of Trustees  
FROM: Bryan McCabe, Superintendent/Principal  
RE: **Update on the Measure C Renovation Project**

---

The following represents the status of the Renovation Project as of Thursday, November 4.

The basement/ramp area is complete except for corrections needed to meet ADA requirements.

The punch list is approximately 50% complete. The deadline for completion of the punch list items is Wednesday, November 10. The majority of the classroom only items should be completed by that date. Items remaining to be completed are:

- Electrical work – good progress is being made. The largest outstanding item is the issue of wiremold. There are questions and a dispute over the exposed conduit – are there areas that did not have shear panel that the wires should have been located in the wall instead of exposed? And, should the runs be wiremold or metal?
- Intercom and phone system – Two speakers and one classroom handset need to be installed and the new system connected to the current outside service.
- Paving and concrete work – the asphalt area in front of the auditorium steps and the handicap parking area in the main parking lot need to be redone. The most recent finding related to the asphalt area in front of the steps is that the correction to the grade issues requires the removal and replacement of the concrete landing and ramp up to Room 5 (the area between the auditorium steps and deck in front of the two classrooms).

An update cost-to-date sheet will be presented to the Board at the meeting.

I believe that several items should be completed as part of this project that were not in the original scope. This work can be done over winter break.

12. A. 1.

Items to be considered in the short-term (Winter Break)

Description	Estimated Cost	Notes
Slurry coat all asphalt areas including parking lots with some repair to larger cracks under trees	Under \$10,000	Scott Douglas is in the process of obtaining three estimates. No public bid or DSA approval necessary.
Concrete areas in front of hallways doors Rooms 1, 2, and 3 need to be brought up to the level of the doorway threshold level for accessibility. Suggested fix is to demo concrete and float new pour up to interior floor level.	Unknown	PMSM will develop specifications. DSA approval required. Bid requirement will depend on cost (<\$18,000 = no bid) This project must be completed before the Renovation Project will be signed off by DSA.
Additional phone units and line runs to facilitate the transition of the old phone system to the new phone/intercom system.	\$5,000	Not in the original scope of the renovation project.

12A2