

# Oakland Unified School District

Board of Education  
Paul Robeson Building  
1025 2nd Avenue, Suite 108  
Oakland, CA 94606-2212  
(510) 879-8199 Voice  
(510) 879-8000 Fax

**DRAFT**



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## **Minutes (Long)**

**Thursday, May 07, 2009**

**4:00 PM**

**Special Meeting**

**Board Room, Paul Robeson Building, 1025 2nd Avenue, Oakland, CA  
94606-2212**

## **Facilities Committee**

***Christopher Dobbins, Chairperson  
Noel Gallo, Member  
Jody London, Member***

## A. Call To Order

*Acting President Noel Gallo called the meeting to order at at 5:06 P.M.*

## B. Roll Call

**Roll Call:** Present: Christopher Dobbins and Noel Gallo

Absent: Jody London

## C. New Business



[09-1430](#)

### Facilities, Planning and Management - Operational Overview

Presentation of Facilities, Planning and Management - Operational Overview.

**Attachments:** [09-1430 - Facilities, Planning and Management - Operational Overview.ppt](#)

*Tim White, Assistant Superintendent for the Division of Facilities Planning and Management gave an overview of the Division and said the Director for each department would give a presentation about their department.*

*Facilities Department - Tadashi Nakadegaw, Director summarized the responsibilities of the Facilities Department. The department is responsible for major renovations and modernization of District's facilities; maintaining and improving facility standards; providing space for new programs as appropriate under the Facility Master Plan; manage the District's Capitol Program; and providing support to the Citizens' Oversight Committees.*

*Mr. White gave a status report of Measure "B" Bond Funds. He said of the \$435 Million Measure "B" Bond Fund, all but \$19 Million has been allocated out in projects and projects forward have been identified. If all approved projects to date are completed, \$19 Million of the Bond Fund is what will be left at the completion of the cycle of construction in 2013.*

*Buildings & Grounds - Leroy Stokes, Director gave a department overview. Services provided by the department: carpentry, roofing, sheet metal, glazing, locksmith, electrical, alarms, grounds, skill labor, painters, steamfitters, vehicle maintenance, plumbing, and elevator maintenance. He said the department is excited about implementing its Preventative Maintenance Program which allows the department to focus on routine repairs. The department also provides deferred maintenance. Mr. Stokes noted the department currently has nine vacant positions. He noted over the last several years the department's materials and services budget has been greatly reduced.*

*Time did not permit for the Director of Custodial Services to present its Department overview. Mr. White said a full report of the Division will be presented to the Board on*

May 16th. Acting President Gallo thanked Mr. White for the presentation.

**Discussed**

## Roll Call (Secretary's Observation)

Director Jody London present at 4:58 P.M.

**Roll Call:** Present: Jody London, Christopher Dobbins and Noel Gallo



**09-1439**

### **Professional Services Contract - GKK McCarthy - Division of Facilities, Planning and Management**

Approval by the Board of Education of a Professional Services Contract between District and GKK/McCarthy, of Irvine, CA, for the latter to provide Construction Management Services for the Division of Facilities, Planning and Management, in an amount not-to-exceed \$3,551,140.00, for the period June 1, 2009 and conclude upon completion of the consulting services described herein, or May 31, 2010.

**Funding Source: General Obligation Bond-Measure B Funds**

**Attachments:** [Document\(s\)](#)  
[09-1439\\_Professional\\_Services\\_Contract\\_GKK\\_McCarthy\\_-\\_Division\\_of\\_Facilities,\\_Planning\\_and\\_Management.pdf](#)

*Tim White introduced this matter giving Committee Members a brief overview of the contract on the agenda which recommends the construction management firm GKK McCarthy continue implementation of the District's Capitol Program. He said the screening process started January 26th when the District issued a request for construction management services that attracted 114 proposals. Mr. White said Tadashi Nakadegawa, Director of Facilities would talk about the criteria and the selection process. Mr. Nakadegawa said a Request for Proposal (RFP) was advertised in local newspapers and posted on the District's web site. A pre-proposal meeting was held on February 20th with over 70 in attendance. The purpose of this meeting was to answer questions regarding the proposal. The proposal due date was March 18th and 14 proposals were submitted. A review committee with participation from Alameda County Department of Technical Services, West Contra Costa Unified School District, and OUSD staff (Michael Moore and Tadashi Nakadegawa) accessed and scored the proposals. A pre-assessment meeting was held on April 10th to discuss the proposals and develop an understanding of the criteria for which the proposals would to be evaluated. Committee members independently assessed and scored each proposal. The four firms scoring the highest were interviewed on April 24th; the winning firm was GKK McCarthy.*

*Superintendent Mayor thanked the Committee and Legal Counsel for the work done to ensure that the process was fair and transparent. She said by receiving 14 applications that gave the District an opportunity to vet and make sure we got the best candidate for the job.*

*Public Speakers*

*Tom Chasum, Incoming President of the East Bay Small Business Council said he was in favor of the award because of GKK McCarthy's long history with the District and the*

*company is aware of the passage of the District's Local Utilization Policy.*

*Oscar Wright, Oakland resident asked if the contract has been presented to the Measure "B" Citizens Oversight Committee. Mr. White said the previous Committee Members term had expired and the District is in the process of reconstituting the Committee. Mr. Wright said the contract is required to be presented to the Oversight Committee before it is approved.*

*Superintendent Mayor clarified the Measure "B" Oversight Committee's responsibility. She said the Committee's responsibility is to ensure that Measure "B" Funds are expended in the manner in which the voters intended. The Committee does not approve contracts or hiring ahead of time. The Committee does provide the District and the community with an assessment whether or not the District has expended the money as intended by the voters. She said this contract does not require any approval from the Measure "B" Citizens Oversight Committee.*

#### *Committee Discussion*

*Director Dobbins asked how long had the construction firm been working in the District? Mr. White said they have been working with the District since 2003. Director Dobbins wanted to know if the contractor had to adhere to the District's new Local Vendor Policy since this was a new contract. Mr. White said "yes", noting the public bid process requires you to accept the lowest responsible responsive bidder.*

**A motion was made by Christopher Dobbins, seconded by Noel Gallo, that this matter be Recommended Favorably. The motion carried by the following vote:**

**Votes:** Adv Aye: 0  
 Adv Nay: 0  
 Adv Abstain: 0  
 Aye: 2 - Christopher Dobbins and Noel Gallo  
 Nay: 0  
 Recused: 0  
 Absent: 1 - Jody London  
 Preferential Aye: 0  
 Preferential Abstention: 0  
 Preferential Nay: 0

## **D. Adjournment**

*Acting President Noel Gallo adjourned the meeting at 5:01 P.M.*

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

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