

# Oakland Unified School District

*Board of Education*  
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## **Meeting Minutes Long - Final**

**Friday, March 22, 2019**

**8:10 AM**

## **Special Meeting**

**KDOL TV Studio, B-237, Met West High School Entrance, 314 East 10th Street,  
Oakland, CA 94606-2291**

## **Facilities Committee**

*Jody London, Chairperson*  
*Roseann Torres, Member*  
*Gary Yee, Member*

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អ្នកណាដែលត្រូវការសេវាបកប្រែភាសាដោយផ្ទាល់មាត់ ឬជាលាយលក្ខណ៍អក្សរ ឬត្រូវការការជួយសម្រេចសម្រួលយ៉ាងសមរម្យ មួយ ដើម្បីចូលរួមក្នុងកិច្ចប្រជុំសាធារណៈ ត្រូវផ្តល់ដំណឹងទៅកាន់ទីការិយាល័យនៃក្រុមប្រឹក្សាអប់រំ ឱ្យបានចិតសិចពី (72) ម៉ោង មុនកិច្ចប្រជុំ តាមរយៈទូរស័ព្ទលេខ [\(510\)879-8199](tel:(510)879-8199) ឬតាមរយៈអ៊ីមែល [boe@ousd.org](mailto:boe@ousd.org) ឬទូរស័ព្ទ eTTY/TDD លេខ [\(510\)879-2300](tel:(510)879-2300) ឬទូរសារលេខ [\(510\)879-2299](tel:(510)879-2299)។

الامتثال لقانون الأمريكيين ذوي الإعاقات (ADA) وتوفير الخدمات اللغوية

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## A. Call to Order

*Chairperson Jody London called the Special Meeting to order at 8:15 A.M.*

## B. Roll Call

Present 3 - Member Gary Yee  
Member Roseann Torres  
Chairperson Jody London

## C. Unfinished Business



C.-1

[19-0488](#)

### **Appointment - 7-11 Committee Members - President, Board of Education**

Adoption by the Facilities Committee of recommended appointees to the 7-11 Committee, subject to nomination by the President of Board of Education, pursuant to Board Bylaw 9131, and ratification by the Board of Education.

**Attachments:** [19-0488 Appointment - 7-11 Committee Members - Nomination\(s\), President, Board of Education](#)

*Jody Talkington, Senior Director Strategic Projects, made the presentation.*

*Talkington reviewed the legal requirements for 7-11 Committee appointments.*

- *The ethnic, age group and socioeconomic composition of the District*
- *The business community, such as store owners, managers or supervisors*
- *Landowners or renters, with preference to be given to representatives neighborhood associations*
- *Teachers*
- *Administrators*
- *Parents/guardians of students*
- *Persons with expertise in environmental, legal, construction and/or land use planning, including, but not limited to, knowledge of the zoning and other land use restriction of the City of Oakland.*

*Chairperson London asked about the process for vetting the candidates.*

*Talkington said staff made sure someone either knew the candidate, talked with staff of the internal team to confirm someone knew the candidate personally, checked Linked In Profiles, and the application packet included applicants resume.*

*Director Torres requested Craig Hines be replaced with another teacher due*

to a potential conflict of interest.

Chairperson London recommended Eric Johnson, who has real estate experience, to replace of Craig Hines. Committee Members were in agreement replacing Craig Hines with Eric Johnson. No other modifications were made. The Committee voted to accept the staff recommendation presented as amended on the floor.

*Public Comments*

Davis, Kim

**Recommended Favorably as amended to the Board of Education. The motion carried by the following vote:**

Aye: 3 - Member Gary Yee  
Member Roseann Torres  
Chairperson Jody London

Non-voting: 0

Enactment No: 19-0543

## D. New Business



D.-1

[19-0382](#)

### **Independent Consultant Agreement Greater than \$92,600 – MK Think – Facilities Planning and Management Project**

Approval by the Board of Education of an Independent Consultant Agreement Greater than \$92,600 between the District and MKThink, San Francisco, CA, for the latter to provide strategic support for the Facilities Division and the Research Assessment & Data Department; develop a (FMP) Facilities Master Plan integrating and building on the work developed in the 2012 Facilities Master Plan, the 2014 Asset Management Plan, and the 2017 Blueprint; provide Assessment of data to support the Citywide Plan, Deliver a new FMP, and provide Strategies and assistance to optimize property and facility utilization, Total Fee services includes coverage until December 2019 as follows: Asset Management Strategy Goal and Objectives, Potential Property Appraisals; Assessment and Options; Database Assessment - updates, Quantitative and Systematic relationship map assessment, Surplus property assessment, Development Revenue Modeling, Cost/Benefit Analysis; Implementation Strategy; Strategic Framework Presentation, Implementation Framework; Facilities Master Plan, more specifically delineated in the Scope of Services in Exhibit "A", incorporated herein by reference as though fully set fourth, commencing April 11, 2019 and concluding no later than December 15, 2019, in an amount not to exceed \$299,680.00.

**Vendor No.: 002887**

**Resource Code-Site No.: 9350 9000****Funding Source: Fund 21 Measure J**

**Attachments:** [19-0382 Independent Consultant Agreement Greater than \\$92,600 – MK Think – Facilities Planning and Management Project](#)

*Presentation by Timothy White, Deputy Chief of Facilities Planning and Management.*

*A Facilities Master Plan (FMP) that assesses District needs is necessary for the District place a General Obligation Bond on the March 2020 Ballot.*

*Staff were directed to include three source documents into develop a FMP integrating and building on the work developed in the 2012 Facilities Master Plan, the 2014 Asset Management Plan, and the 2017 Blueprint; provide Assessment of data to support the Citywide Plan, Deliver a new FMP, and provide Strategies and assistance to optimize property and facility utilization.*

*The scope of the proposal includes asset management process; strategies around goals and objective of potential property District plans to evaluate for surplus assessment; and options. The difference with this proposal is the District owns the data that will be used to develop revenue modeling and recommendations for alternative use of schools that reduces the size of the District from a large Urban District to a mid-sized Urban District.*

*Staff does next expect the contract to exceed the contracted amount of \$299,000. The contract provides for an hourly rate, if necessary, should the contract exceed the contracted amount. However, staff does not expect the contract to exceed the contracted amount*

*Timeline*

- *The Request for Proposals was issued on December 21, 2018, submission deadline was January 16, 2019*
- *All four applicants were interviewed*
- *MK Think is the staff recommendation*
- *The Contract is scheduled for Board approval at its April 10, 2019 Board Meeting*

*Yee asked about the Facility Capacity and Utilization Study done Jacobs Engineering.*

*White said the Jacobs analysis included Facilities Master Planning and Portfolio Management. The Facilities Master Planning piece of that work will be incorporated into the MK Think contract.*

*Public Comments*

*Davis, Kim*

**That this Agreement or Contract be Recommended Favorably to the Board of Education. The motion carried by the following vote:**

**Aye:** 3 - Member Gary Yee  
Member Roseann Torres  
Chairperson Jody London

**Non-voting:** 0

Enactment No: 19-0542



D.-2

[19-0440](#)

**Independent Consultant Agreement Greater than \$92,600 – Performance Fact, Inc. – Facilities Planning and Management Project**

Approval by the Board of Education of an Independent Consultant Agreement Greater than \$92,600 for Professional Services between the District and Performance Fact, Inc., Oakland, CA, for the latter to provide facilitation of the 7- 11 committee process; facilitate the deliberations of the 7-11 committee, provide emergency support and management assistance to the Facilities Planning & Management; review Bond requirement and 2012 Facilities Master Plan (FMP) including its alignment with the District's Pathways to Excellence 2020 Strategic Plan; Re-establish required 7-11 Oversight Committee Education Code 17390; participate in OUSD Executive Cabinet meetings; support Deputy Chief in working with architects and contractors in development of a 3-5 year roadmap for surplus property and asset management ; FCMAT and the Governor's requirement in Education Trailer Bill AB1840; Total Fee services includes coverage until December 2019 as follows : primary aim of planning of purpose, or alignment regardless of the level of planning - long-range strategic planning, continuous school improvement planning or operational planning, getting people, processes, and programs on the same page, going in the same direction, more specifically delineated in the Scope of Services in Exhibit "A", incorporated herein by reference as though fully set fourth, commencing April 11, 2019, and concluding no later than December 15, 2019, in an amount not to exceed \$128,750.00.

**Funding Source: Fund 21 Measure J**

**Attachments:** [19-0440 Independent Consultant Agreement Greater than \\$92,600 – Performance Fact, Inc. – Facilities Planning and Management Project](#)

*There was no formal presentation for this item.*

*Director Torres and Chairperson London raised concerns about the contract.*

*Torres said the Contractor and Sub-contractor, in her opinion, is not a good fit for the facilitation work needed.*

*Chairperson London had concerns with the Scope of Work not matching the Scope of Work in the Request for Proposal (RFP) and there was no prior 7-11 facilitation work listed in the contract.*

*Timothy White, Deputy Chief for Facilities Planning and Management, said the Performance Fact team has experience in the work described in the RFP. Of the two firms responding to the RFP, only Performance Fact had 7-11*

*facilitation experience.*

*White spoke to London's question about the Educational Strategic Planning listed in the Contract Scope of Work. White said the work is around the City-wide Plan and the facilitator's communication to the 7-11 Committee on District options, desires, and best use of certain properties.*

*Director Yee want to know more about the success the sub-contractor's work in Inglewood, CA.*

*London suggested the RFP be resubmitted to include the prospective applicant must demonstrate successfull experience in facilitating contentious real property communities.*

*No action was taken on the contract.*

*Public Comments*

*Davis, Kim*

**Discussed**

## **E. Adjournment**

*Chairperson London adjourned the meeting at 9:39 A.M.*

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

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