



“OUR CHILDREN – OUR FUTURE”

Ravenswood City School District

ADMINISTRATIVE OFFICE

2120 Euclid Avenue, East Palo Alto, California 94303
(650) 329-2800 Fax (650) 325-3015

Board Members:

Ana Maria Pulido, President
Sharifa Wilson, Vice President
Stephanie Fitch, Clerk
Marielena Gaona- Mendoza, Member
Tamara Sobomehin, Member

Ms. Gina Sudaria
Superintendent

Date: December 10, 2020

To: Honorable Board of Trustees

From: Ms. Gina Sudaria, Superintendent

Re: Consideration to Approve Project Notice of Completion for Lewis & Tibbitts, Inc. for the Costano Kindergarten Renovation Project

QUICK SUMMARY/ABSTRACT:

Lewis & Tibbitts, Inc. began construction in June of 2019. The District awarded the construction contract to Lewis & Tibbitts, Inc. on April 4, 2019 for the construction of a new kinder playground including new play structures, fencing, play yard and landscaping. The project was deemed high priority at the time and it was critical that the project move forward immediately in order to be completed by the end of summer 2019. In May of 2019 the project was suspended when it was discovered that the Hetch Hetchy pipeways exist directly beneath the project site. The District and consultants worked under the guidance, direction and cooperation with SFPUC in the year-long redesign of the entire project. Lewis & Tibbitts remobilized at the site on July 9, 2020, and in an accelerated construction effort, reached ‘Substantial Completion’ just six weeks later on August 24, 2020. All remaining work was completed on November 30, 2020.

RATIONALE:

This completes the improvements to the Costano Elementary School campus, which one of the goals was to insure that our students have a safe environment. This project achieved this by constructing a new designated kinder playground including various play structures, a large play yard, a grass soccer pitch, outside eating area, ornamental iron fencing, new irrigation and landscaping.

SFPUC completed their final inspection on November 13, 2020 and issued the attached letter stating that the work performed by the Ravenswood City School District has been completed to the satisfaction of San Francisco Public Utilities Commission.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

It is recommended that the Board of Trustees approve the Notice of Completion for Lewis & Tibbitts, Inc.



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NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is the owner of the interest or estate stated below in the property hereinafter described.
2. The full name of the owner is: **RAVENSWOOD CITY SCHOOL DISTRICT.**
3. The full address of the owner is: **2120 Euclid Avenue, East Palo Alto, CA 94303.**
4. A work of improvement on the property hereinafter described was completed on Nov 30, 2020
The work done was:

Costano Elementary School Kindergarten Renovation Project

5. The name of the original contractor on such work of improvement was:

Lewis & Tibbitts, Inc.

6. The property on which said work of improvement was completed is in the City of East Palo Alto, ~~County of San Mateo, State of California and is described as follows:~~

Costano Elementary School

7. The street address of said property is:

2695 Fordham Street, Palo Alto, CA 94303

Signature of Owner names in paragraph 2 Or His Agent:

Gina Sudaria, Superintendent

VERIFICATION OF OWNERS
STATE OF CALIFORNIA
County of San Mateo

I, the undersigned, say: I am the **Facilities Administrator In-Charge**, the declarant of the foregoing notice of completion. I have read said notice of completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct

Executed on _____, 2020, at East Palo Alto, CA

Signature of Officer

MEMORANDUM

Date: November 13, 2020
To: Stacie Feng P.E.
Manager, Land Engineering
From: Albert T. Hao 
Construction Inspector

Permittee: Ravenswood City School District
East Palo Alto, California

Contact Person: Norine Bruno
E-mail: nbruno@telacu.com
Cell: 714-474-4072

Subject: This project includes the renovation of a kindergarten play area and associated site work described as new playground structures, ornamental iron fence, picnic tables and benches, new irrigation and landscaping. All old asphalt and lawn will be removed and replaced. This is at Costano Elementary School, Ravenswood City School District.

Permit No: P-4447

Please be informed that the work performed under the subject permit issued to:

Ravenswood City School District has been

Completed to the satisfaction of San Francisco Public Utilities Commission.

Started: 10/11/2019 Completed: 11/13/2020

Note: For Complete daily inspection report, refer to FILE folder:

Enclosures: Permit Document Permit Submittal Drawing
 Permit AS-Built Permit MOU
 Permit/Site Photos Permit Field Notes