

PIEDMONT UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Education
FROM: Randall Booker, Superintendent
DATE: October 11, 2017
RE: **MEASURE H1 FACILITIES UPDATE**

I. SUPPORT INFORMATION

In addition to the information provided as part of this Board agenda background, a copy of this background will be archived for reference on the District's Measure H1 Bond Program website (www.measureh1.org) and distributed through the Piedmont Portal (www.piedmontportal.org).

Criteria and Process for Selection of Developer for STEAM and Theater Projects

On September 27, the School Board authorized staff to begin the process to select a developer/general contractor for lease-leaseback construction of the new STEAM building and theater. District staff has worked with the Facilities Steering Committee and legal counsel to design a process tailored to meet the District's specific needs and objectives.

On October 18, the District will issue a Request for Qualifications (RFQ) and Request for Proposals (RFP) for pre-construction services. The District will advertise the RFQ and RFP through local newspapers and media outlets known to construction trades, as well as inviting known, qualified contractors to respond.

The RFQ consists of two documents: (1) A Prequalification Questionnaire (PQ); and (2) a Statement of Qualifications (SOQ). The District will use the PQs and SOQs to create a *pool* of qualified contractors, and then interview and select one contractor from the pool based on a "best value" analysis of the proposals. The contractor will provide pre-construction services, from the time of selection through the time the construction documents are submitted to the State for approval. Services include working with HKIT Architects to perform "constructability analyses" and "value engineering" to reduce costs and improve efficiency of the STEAM and theater projects.

Depending on how well the contractor performs during the pre-construction phase, the District may enter into a lease-leaseback agreement with the developer/contractor, or

MEASURE H1 FACILITIES UPDATE

October 11, 2017

Page 2

enter into negotiations with another pre-qualified contractor in the pool. Selection of a second contractor would also be based on a “best value” scored analysis.

The District’s RFQ and RFP are designed to assess each applicant’s ability to:

- provide the needed services on time and on budget;
- staff projects with sufficient qualified and experienced personnel, in light of the applicant’s current and projected workload;
- prepare and meet achievable construction schedules;
- avoid and manage delays;
- perform work in an environmentally responsible manner; and
- manage expenses and value engineer plans to improve efficiency and reduce cost.

In addition to these criteria, the District will consider each applicant’s proposed cost structure and relevant experience with California public school construction. Also, interested contractors must acknowledge and respond to the District’s contract terms, including the lease-leaseback structure, indemnification, and procedures for selection of subcontractors.

Based on all of these considerations, the District will determine which contractor offers the “best value.” This process will include an initial “paper screening” of applications, interviews of the most qualified applicants, and a scoring of each applicant based on a point scale. Members of the Facilities Steering Committee helped identify and weight the scoring criteria, and will join Board members and District staff in both the paper screening and interviews.

The RFQ and RFP are designed to maximize discretion and flexibility for the District, so the District may at any time terminate services from an unsatisfactory contractor and enter into negotiations with another pre-qualified contractor from the pool.

The timeline for the RFQ and RFP process is tentatively scheduled as follows:

- October 11: Facilities Steering Committee finalizes selection criteria and allocation of points for each
- October 17: Board Workshop (Action): Public posting of RFQ/P process
- October 18: Advertising of RFQ and RFP
- November: Screening of Applications and Qualified Pool Interviews
- December 7: Board Meeting (Action): Authorize Contract Negotiations with Selected Firm

Private Fundraising to Enhance the STEAM and Theater Projects

The District has an established policy on fundraising (Board Policy 3290, copy attached), which was adopted in 2000 and revised in 2009 during the Seismic Safety Bond Program. District staff are reviewing the policy and may offer recommend revisions that specifically identify and address fundraising opportunities to enhance the Measure H1

MEASURE H1 FACILITIES UPDATE

October 11, 2017

Page 3

projects. In doing so, District staff will work with the Piedmont Education Foundation and members of the community who have expressed interest in this fundraising. The Board may choose to designate a Board Member liaison on this issue.

Measure H1 Program Milestones

What follows is a list of key program milestones. Please note that the timing of certain critical steps (such as approval by California's Division of State Architect, the agency which oversees design and construction of public schools) are estimates and beyond the District's control. A graphic representation of this timeline (with greater specificity) is attached and will be posted on the Measure H1 Bond Program website (www.measureh1.org).

2015-16	Development of PUSD Master Plan
2016	
November	Voter approval of Measure H1
2017	
February	Selection of HKIT Architects
April	Town Hall Meetings, Community Input on Concept Designs for STEAM, new Alan Harvey Theater
May-October	Schematic Design Development, Input from Educators, Staff, Students
September-October	Presentation of Schematic Designs to the Community
October-December	Design Development
December	Selection of Developer/Contractor, Begin Pre-construction Services
2018	
January-June	Development of Construction Documents, Conduct Constructability Analysis and Value Engineering
June	Submittal of Construction Documents to DSA
2019	
February-March	Projected DSA Approval, Negotiation of Guaranteed Maximum Price
June	Demolition of Alan Harvey Theater begins
June	Board to Determine Priorities for Remaining H1 Funds

Citizens Bond Oversight Committee

The Citizens Oversight Committee most recently met on September 28, 2017.

The Committee received reports on bond fund revenue and expenses for the 2016-17 fiscal year (July 1, 2016 - June 28, 2017). The first series of H1 bonds were issued in April 2017, and bond proceeds must be expended within three years of the bond

MEASURE H1 FACILITIES UPDATE

October 11, 2017

Page 4

sale. The District plans to the sell the remaining bonds in one or two tranches, depending on cash demand. The District will use one tranche if possible, to reduce transaction costs.

The District's independent auditors will conduct an audit of 100% of the Measure H1 Bond program's 2016-17 transactions, and will issue their audit report in January 2018. The Oversight Committee will issue its first report to the community in March 2018, covering the 2016-17 fiscal year, and will utilize the audit in preparing its report.

The Committee was also provided with an update on surveys, engineering and other preliminary work required to improve drainage at Witter Field. New LED lights will be installed this year, but the drainage work and turf and track replacement will likely begin in early 2019. Although some Measure H1 bond money will be required to complete the drainage work, the preliminary engineering and design costs and the new LED lights will be paid from the District's remaining deferred maintenance funds (Fund 40).

Schematic designs, including floor plans and exterior elevations, for the new STEAM building and new Alan Harvey Theater were shown to the Committee. These were the same plans and elevations presented to the public at the September 27 Board meeting. Prepared by HKIT Architects, the designs reflect input from hundreds of community members, students and staff who attended town hall meetings or provided comments through the District's website.

An overview of the information available to the community about the Measure H1 bond program, including historical and current information can be found on the measureh1.org website, and regular H1 Updates presented at Board of Education meetings and posted on the Piedmont Portal (piedmontportal.org).

The next CBOC meeting will be on Thursday, December 7, 2017 at 4:30 in the District Office Conference Room. These meetings are open to the public and all are welcome.

II. RECOMMENDATION: REVIEW AND DISCUSSION

Review and discuss the Measure H1 program updates.