

**Santa Monica-Malibu Unified School District  
Board Committee  
Measure BB Advisory Committee Meeting**

**AGENDA**

**Monday July 30, 2007,**

**Time: 4-6:00 pm**

Location: Board Room, District Office  
1651 16<sup>th</sup> Street, Santa Monica, CA 90404

- I. Call to Order- Co Chairs Gleam Davis and Craig Hamilton**
- II. Approval of Minutes** from July 9, 2007
- III. Facilities Master Plan Process and Planning Concepts**– Alison Kendall, Wally Berriman
- IV. Review Preliminary Draft Facilities Master Plan Proposals**-Wally Berriman and Alison Kendall
  - a. Secondary Schools**
  - b. Elementary Schools**
- V. Questions and Answers** – Wally Berriman, Alison Kendall, Tom Tomeoni
- VI. Action Item:** Recommendation on Contract with Patrick Kennedy for Additional Services
- VII. Public Comment**

**Measure BB Advisory Committee Members:**

Craig Hamilton, Co-Chair  
Gleam Davis, Co-Chair  
Dennis Crane  
Ralph Mechur  
David Resnick  
Barbara Stinchfield, City of SM  
Bob Stallings, City of Malibu  
Kathy Wisnicki, Board Liaison  
Don Girard, SMC  
Chris Harding  
Laura Rosenthal  
Laura Rosenbaum  
Ted Bardacke  
Elaine Rene-Weissman  
Larry Gray  
Judith Meister  
William Jepson  
David Kaplan

**SMMUSD Staff:**

Dianne Talarico, Superintendent  
Steve Hodgson, Interim CFO and Asst. Superintendent  
Sally Chou, Chief Academic Officer  
Virginia Hyatt, Purchasing Director  
Wally Berriman, Director of Facilities/ Director on Special Assignment  
Sarah Wahrenbrock, Assistant to Superintendent

**District Consultants:**

Tom Tomeoni, Program Manager, Parsons 3d/i  
Alison Kendall, FMP Project Manager, Kendall Planning + Design

## **SCHEDULE OF MEASURE BB RELATED ITEMS ON UPCOMING BOARD AND COMMITTEE MEETINGS :**

### **RECENT:**

- July 9, 2007: MEASURE BB ADVISORY COMMITTEE – MTG 2**  
Presentation on Educational Priorities for BB Projects- Continued  
Recommendation to Board on Measure BB Project List  
Review of PCR Contract for PEIR Preparation  
Discuss Program Manager role and Schedule of Tasks
- July 12, 2007 BOARD OF EDUCATION**  
Measure BB Recommendation to Board on BB List  
Superintendent Recommendation to Board on BB List  
Board discussion of BB Project List
- 

### **UPCOMING MEETINGS:**

- July 30, 2007 MEASURE BB ADVISORY COMMITTEE – SPECIAL MTG: FMP OVERVIEW**  
Presentation, discussion of Facilities Master Plan and Measure BB project list for all MBBAC members  
Action: Recommendation on Contract with Patrick Kennedy for additional services
- August 6, 2007 MEASURE BB ADVISORY COMMITTEE – SPECIAL MTG: MEASURE BB PROJECTS**  
**Discuss/Action: Recommendation on BB Projects List, Implementation Plan**  
Action: Recommendation on proposed PM contract with Parsons 3di (tentative)
- August 9, 2007 BOARD OF EDUCATION  
Board action on Program Management Contract with Parsons 3di (tentative)
- August 13, 2007 MEASURE BB ADVISORY COMMITTEE-TENT. SPECIAL MEETING: PROJECTS LIST**  
**Additional meeting if required on Measure BB Projects List, Implementation Plan**
- August 20, 2007 MEASURE BB ADVISORY COMMITTEE - REGULAR MEETING**  
**Report on Board action on BB Project List**  
**Discuss 6 month Schedule for Program Manager**
- August 23, 2007 BOARD OF EDUCATION  
Possible Action on Measure BB List and Implementation Plan
- September 6, 2007 BOARD OF EDUCATION
- September 17, 2007 MEASURE BB ADVISORY COMMITTEE-REGULAR MEETING**
- September 27, 2007 BOARD OF EDUCATION
- October 2007 PUBLIC MEETING: FMP EIR Scoping Meeting (Tentative)

**SANTA MONICA MALIBU UNIFIED SCHOOL DISTRICT  
MEASURE BB ADVISORY COMMITTEE MEETING SCHEDULE 2007-08**

**Schedule of Regular Committee Meetings - 7/30/07**

**All meetings 4-6pm in District Office-Board Room unless noted.**

District Office is located at 1651 16th Street, Santa Monica, near Olympic Blvd.

Meetings are generally third Monday of month unless school vacation day.

All Meetings of the Measure BB Advisory Committee are public meetings

July through December 2007					
Month	1st Mon	2nd Mon	3rd Mon	Note:	Reg Board Mtgs:*
July		7/9/2007 Reg Mtg		7/30/07 Special Mtg	7/12 DO
August	8/6/07 Special Mtg	8/13/07 Special Mtg	8/20/2007 Reg Mtg		8/9 DO, 8/23 DO
September			9/17/2007 Reg Mtg		9/6 DO, 9/27 DO
October			10/15/2007 Reg. Mtg		10/4 M, 10/18 SM
November			11/19/2007 Reg Mtg	Thanks 11/22-23	11/1 M, 11/15 SM
December	12/3/2007 Reg Mtg				12/13 DO
December 24-31: Winter Break					
January through June 2008					
January 1-4: Winter Break					
January		1/14/2008		MLK Day 1/21	1/17 DO
February	2/4/2008			Pres Day 2/18	2/7 M, 2/21 SM
March	3/3/2008			Stairway 3/6- 7	3/13 DO
March 17-28: Spring Break					
April			4/21/2008		4/3 DO, 4/17 SM
May			5/19/2008		5/1 M, 5/15 SM
June			6/16/2008	Last day 6/20	6/5 DO, 6/26 DO

**Board Meeting Locations:**

District Office (DO): 1651 16th Street, Santa Monica.

Malibu City Council Chambers (M): 23815 Stuart Ranch Road, Malibu, CA

Santa Monica City Council Chambers (SM): 1651 Main Street, Santa Monica, CA

\*Board Meeting Schedule as of 6/21/07

**Santa Monica-Malibu Unified School District  
Board Committee  
Measure BB Advisory Committee Meeting**

**DRAFT MINUTES**

**Monday July 9, 2007,**

**Time: 4-6:00 pm**

Location: Board Room, District Office  
1651 16<sup>th</sup> Street, Santa Monica, CA 90404

**I. Call to Order- Co Chair Gleam Davis**

**II. Approval of Minutes** – Laura Rosenthal moved, Dennis Crane seconded, and all present on that day approved minutes of June 25, 2007 Meeting

**III. Introductions: New and Continuing Members**

Introductions- New Members Appointed by Board on June 28.

Chair **Gleam Davis** invited all members and participants to introduce themselves.

Brown Act Overview – Gleam provided a brief overview of the Ralph M. Brown Act, including a reminder that all business of the committee should be conducted in public. For example, members should not hit “Reply All” when responding to an email from Alison, and then launch into a discussion of an issue before the Committee, since that can constitute an email meeting. Likewise, a small group of members should not meet in private, then meet with another group, until more than a quorum has participated, since this is a “serial meeting”. **(Note: The MBBAC now has 17 voting members, so a quorum is 1/2 the voting members, or a total of 8 members. A formal overview of the Brown Act will be provided to all new District Advisory Committee members at the start of the school year.)**

**Copies of the Preliminary Draft of the Facilities Master Plan** were provided to all seven new members at the meeting. An Overview Powerpoint presentation of the Facilities Master Plan will be provided for new members and others. **Alison Kendall** will contact members to schedule a date in mid/late July.

**IV. Presentation on Educational Objectives in Relation to Facilities** – Item was deferred to a future meeting. Superintendent Talarico said she will be presenting this presentation for the first time to the Board on July 12.

**V. Discuss Phase 1 Priority Projects for Measure BB Funding**

**Schedule for Board discussion and action** on identifying priority projects for Measure BB

**Gleam Davis** and other members expressed confusion about the schedule for Board action and the Measure BB committee Role. She noted this is the first time the Committee has been provided with the associated costs by site of the proposed Priority BB Project list. **Dianne Talarico** noted that the list provides the project list, cost information and the staff recommendation of prioritizing secondary school projects. District staff noted that the next MBBAC meeting is August 20, and that August 23 will involve further Board discussion of the projects. Although Board will be discussing the project list on July 12 and endorsing a preliminary list and set of priorities on August 9, this won't be a “final” decision. Further input is expected in September from School sites.

**Steve Hodgson** provided a brief summary of recent and upcoming events (see attached schedule), including the Board endorsement of the FMP on June 28, the decision to sell \$60million in bonds to begin design and construction. He noted that the FMP will inform the project selection. In order to remain within the \$30/100,000 bond/tax rate a 7-8 year construction program is likely.

**Cost Estimates:** Wally noted that cost estimates in the Staff Report are based on HED data on square footage, recombined to reflect specific projects which are a portion of the total FMP program for each site. For hard cost estimating purposes, the following numbers were used, which include utilities, swing space and site work but not soft costs such as architectural design, CEQA, and permits. Costs: \$500/SF for high school, \$400/SF for middle school and \$300/Sf for

elementary schools. In response to **Judith Meister's** question, he explained most of the projects are New Construction to get maximum benefit from the bond dollars, since district will not be eligible for Modernization funds for about 5-10 years. New construction will also provide swing space for future improvement and modernization programs.

**Removing Relocatables and Swing Space** - Generally, by the end of the Phase 1 program most school sites will not have relocatables except at a few like Franklin where they are needed as swing space for Phase 2. Phase 1 at Franklin includes the removal of the oldest relocatables, three which are more than 30 years old along the west alley. Most relocatables in the district are much younger, and were installed in 92-98.

**Dave Resnick** asked about the assumed hard versus soft costs. **Patrick Kennedy** estimated 20% soft costs. The \$110m of Secondary projects and about \$80 m of Elementary projects, plus soft costs of Program Management, architectural and engineering services, permits, contingencies and escalation approaches the \$268 million available. Need to make sure realistic total costs are considered. **Ralph Mechur** noted 30-35% soft cost had been experience on previous programs.

**VI. Program Manager Report** — Patrick Kennedy and Tom Tomeoni, Parsons 3di, Program Manager **Role and range of services for Program Management team -Patrick Kennedy**, consultant to the District, presented information on the role of Program Manager, the scope of services, the rate structure. He noted Program management is generally 2-2.5% of the total improvement program amount, likely to be about \$4.8 million at 2% rate.

**Discuss General Schedule for Program Management Services in initial 3-6 months – Tom Tomeoni**, Program Manager with Parsons 3di assigned to the SMMUSD Program, presented a schedule and scope of services for the initial 6 months. He noted this was a June draft, but reflected the intensive initial effort to set up a program, establish procedures and protocols, and to initiate a number of major projects for the BB Projects. He noted that once the Master Program Schedule and budget and procedures are established, the construction work occurs at a steadier pace, probably over about a 6 year time frame. He will present an overall schedule and budget to the Committee on August 20, which will reflect the BB funds plus anticipated state matching funds. The Program Management team will advise on cost efficiency, phasing, state funding and other ways to get best use of the funding available.

**Dave Resnick** pointed out that although the BB Priority Project might be considered to be a draft, it will be used by Program Manager (and CEQA consultant) to begin work, and that there is be a cost in time and money to change it significantly. **Tom Tomeoni** said that this can be addressed by setting up a process for changes to the list, and it was important to keep the whole program moving and identify critical decision points and a process for changes.

**Judith Meister** noted school sites won't see the list until September and may not agree on the priorities. **Dianne Talarico** said that the list is based on a comprehensive needs assessment by an independent consultant, with meetings with Principals, a District wide presentation in March, and meetings at every school site to review the recommendations. **Kathy Wisnicki** stated the plan was produced with an extensive process, but there will be political sensitivity. The Committee will play an important role in delivering the message that it is time to move forward to implement the plan. **Larry Gray** noted importance of establishing procedures so school input comes from the Principal and goes through Wally's staff to Tom in order to avoid chaos and attempted "end runs." **Gleam Davis** noted she has a collection of emails on specific master plan issues to pass on to Tom.

**Ted Bardacke** asked when the Board needs to finalize the list? Can Pre-program activities occur while the political process is underway to finalize list. Tom noted that adequate consultation with stakeholders is important. He suggested a goal of September for Site Input and decisions on the final projects needed to stay on schedule with Architect selection.

**Ralph Mechur** warned Committee to be aware of need to build consensus and avoid conflict, which is worse than loss of value due to construction cost escalation. Remember we spent 1.5 years on Master Plan process. Staff has bravely proposed Phase 1 to Board as a way to begin process. Committee should not try to pick projects, but should focus on making sure consultants and staff are doing their jobs or weigh in on priorities. Need to realize risk of inaction or conflict could

damage the District's ability to win renewal of the Parcel tax in 2008.

**David Kaplan** added school sites need to buy in. **Jenny Lipson, SMCTA** added teacher input is needed.

**VII. Discuss PCR Scope of Services for Draft Program EIR – Jay Ziff, PCR**

Reviewed attached staff report and PCR Proposal for EIR Preparation for July 12 Board action  
Discussed preliminary schedule for Draft EIR Scoping, Preparation and Public Review

**Jay Ziff**, Principal at PCR, presented the scope of work for the Program EIR.

**Alison Kendall** asked how alternatives would be defined for the FMP, given that some projects might actually have beneficial impacts. Could one alternative be both Phase 1 and 2 projects, to facilitate proceeding with that phase? **Ted Bardacke** made a related comment, noting that some projects could improve water and storm water management, and hoping that alternatives would not be simply an exercise in reducing the amount of construction, but could explore feasible options for phasing or design.

A member asked that the HED technical work be used to the maximum extent to avoid duplication in survey work. Ted asked if the City of Santa Monica work for the LUCE Land Use and Circulation Element Update could be used-**Karen Ginsberg** said not available yet, but Jay said Kaku-Fehr and Peers have done most of the City traffic modeling and can use previous studies if relevant. Jay noted that EIR will suggest potential policies for the District to include in FMP and procedures, and **Tom Tomeoni** noted that the PM firm will also be helping to define sustainability and other strategies, though design guidelines, standards and materials. **Elaine** asked for a key date at which the Project BB list would need to be defined. The committee asked who will interface with the CEQA consultant to integrate sustainability and other issues. District staff, consultants, LEED/CHPS experts and Ted Bardacke on Committee were all identified as resources.

**ACTION: Dennis Crane moved, Ted seconded recommendation to Board to approve the EIR Contract with PCR. Approved unanimously.**

**VIII. Public Comment –Jenny Lipson of SMCTA was present, noted teacher input needed.**

**Measure BB Advisory Committee Members:**

Craig Hamilton, Co-Chair (unable to attend)  
Gleam Davis, Co-Chair  
Dennis Crane  
Ralph Mechur  
David Resnick  
Barbara Stinchfield, City of SM (Karen Ginsberg will attend)  
Bob Stallings, City of Malibu (unable to attend)  
Don Girard, SMC (unable to attend)  
Chris Harding (unable to attend)  
Laura Rosenthal  
Laura Rosenbaum  
Ted Bardacke  
Elaine Rene-Weissman  
Larry Gray  
Judith Meister  
William Jepson  
David Kaplan  
Kathy Wisnicki,  
Board Liason

**SMMUSD Staff:**

Dianne Talarico, Superintendent  
Steve Hodgson, Interim CFO and Asst. Superintendent  
Virginia Hyatt, Purchasing Director  
Wally Berriman, Director of Facilities/ Director on Special Assignment  
Sarah Wahrenbrock, Assistant to Superintendent (not present)

**District Consultants:**

Patrick Kennedy, Program Management Consultant  
Tom Tomeoni, Program Manager, Parsons 3d/i  
Alison Kendall, FMP Project Manager, Kendall Planning + Design  
Jay Ziff, CEQA Consultant, PCR

**NOTE: SEE ATTACHMENTS TO AGENDA RELATED TO THE ABOVE DISCUSSION ITEMS.**

---