

**WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT**

TO: Kellie Noe, Board President

FROM: Shelley Stiles, Business Manager

DATE: March 5, 2014

ITEM: **CONSIDERATION OF APPROVAL OF RESOLUTION #11-MAR.2013-2014 FOR EMERGENCY REPAIRS TO ANALY HIGH SCHOOL GYM RESTORATION**

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**BACKGROUND INFORMATION:**

On Friday, February 21, 2014, at approximately 3:15 pm, a fire occurred at Analy High School in the girl's restroom in the small gym. Fire trucks and emergency response teams arrived on campus and the fire was under control within 15 minutes. Fire crews found that the plastic garbage can in the girl's gym restroom was burning with paper towels and toilet paper. The damage from the fire was severe enough to warrant the District taking the restroom out of order, and it is currently locked. Redwood Empire Schools Insurance Group has been contacted and a claim has been established. A remediation company has done a cleanup of the space surrounding the closed restroom and all areas are now clean and safe for student use.

A demolition of the damaged space is needed in order to review the extent of the damage, including looking for any possible structural damage. Currently there is typical smoke/water damage to the entire restroom. The current estimate for demolition and repairs is between \$30,000 and \$50,000.

**CURRENT CONSIDERATION:**

Attached is a Resolution of the Governing Board declaring an emergency pursuant to Public Contract Code sections 1102 and 20113.

An "emergency" allows the District to award a contract that would otherwise be subject to competitive bidding. "Emergency," as used in the Public Contract Code, means a sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services. Elsewhere, the code defines emergency to include repairs necessary to permit the continuation of existing school classes or to avoid danger to life or property (PCC 1102/20113).

By *unanimous* vote, the Governing Board may determine by Resolution that there is an emergency posing a danger to life or property and obtain relief from the requirement that school districts go out to bid for public projects.

If the Governing Board declares such an emergency, the Resolution must then be submitted to the Sonoma County Superintendent of Schools for approval. If the Sonoma County Superintendent of Schools concurs with the Resolution, the District may proceed to contract for services and equipment necessary to repair the restroom at Analy High School without bidding.

**RECOMMENDATION:**

The administration respectfully requests the Board to approve Resolution #11-MAR.2013-14 declaring an emergency pursuant to Public Contract Code sections 1102 and 20113 to authorize a contract for services and equipment to repair the toilet facilities at the small gym located at Analy High School.

**ATTACHMENTS:**

Yes

**RESOLUTION OF THE GOVERNING BOARD OF THE  
WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT**

**RESOLUTION #11-MAR.2013-14**

**DECLARING AN EMERGENCY  
PURSUANT TO PUBLIC CONTRACT CODE SECTIONS 1102 AND 20113**

**WHEREAS**, the female restroom facility at the small gym located at Analy High School was severely damaged by fire on the afternoon of February 21, 2014. As a result, that bathroom/toilet facility has been closed and locked pending evaluation and repair;

**WHEREAS**, it is essential to the health and safety of the students and staff and to permit the continuation of existing physical education and other related classes that adequate restroom and toilet facilities be available at Analy High School while school is in session; and

**WHEREAS**, pursuant to Public Contract Code sections 1102 and 20113, in an emergency, when any repairs, alterations, work or improvement are necessary to permit the continuance of existing school classes, or to avoid danger to life or property, the Board by unanimous vote, with the approval of the County Superintendent of Schools, may make a contract for the performance of labor and furnishing of materials or supplies without advertising for or inviting bids.

**NOW, THEREFORE, IT IS RESOLVED** that this Board has determined, by unanimous vote, that, pursuant to Public Contract Code sections 1102 and 20113, for the reasons set forth above, an emergency exists; and

**IT IS FURTHER RESOLVED THAT**, upon approval of this Resolution by the Sonoma County Superintendent of Schools, the District may contract in writing with a reputable licensed contractor for the performance of services and equipment required for the repair of the restroom/toilet facilities at Analy High School, such contract to be ratified by the Board.

**IT IS FURTHER RESOLVED THAT**, for any contract exceeding \$25,000, a payment bond is required.

The foregoing Resolution was introduced by Board Member \_\_\_\_\_, who moved its adoption, second by Board Member \_\_\_\_\_, and adopted on roll call on March 5, 2014, by the following vote:

Member      Kellie Noe  
Member      Amber Twitchell  
Member      Diane Landry  
Member      Rebecca DeSart  
Member      Ted Walker

AYES: \_\_\_\_\_      ABSENT OR NOT VOTING: \_\_\_\_\_

NOES: \_\_\_\_\_

SO ORDERED.

\_\_\_\_\_

Approved:

\_\_\_\_\_  
Dr. Steven Herrington  
Sonoma County Superintendent of Schools

**WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT**

TO: Kellie Noe, Board President

FROM: Shelley Stiles, Business Manager

DATE: March 5, 2014

ITEM: **CONSIDERATION OF APPROVAL TO ISSUE REQUEST FOR PROPOSALS FOR CONSTRUCTION MANAGEMENT SERVICES**

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**BACKGROUND INFORMATION:**

The WSCUHSD Facility Improvement Project Timeline revised and approved at the September 11, 2013 Board meeting includes large projects that are beyond the capacity of the existing District staff to effectively manage. Therefore, the District seeks to find a Construction Manager to provide planning and management services for the following projects:

- Analy Stadium/Field Project
- El Molino Stadium/Field Project
- El Molino Performing Arts Center Project

Public agencies, including school districts, are allowed to select providers of professional services using an informal process, without using a formal bidding process. Districts can select a professional partner at no cost and negotiate the scope of services and compensation at a later time; or agree on a contract for services at the time of selection. The contract for services can be renegotiated or altered with agreement of both parties after selection.

**CURRENT CONSIDERATION:**

The Board will consider approval of issuing a Request for Proposals (RFP) for construction management services to plan and manage the projects listed above, and any other future projects for which the District may need professional planning and management services.

**RECOMMENDATION:**

The administration respectfully recommends the Board direct the Superintendent to issue a Request for Proposals for Construction Management Services, and to form a selection committee to bring a recommendation for a Construction Manager partner to the Board for consideration of approval at a subsequent Board meeting.

**ATTACHMENTS:**

No