Chico Unified School District Measure K Charter School Committee Meeting Notice
Date: August 22, 2022
Time/Location: 3:45pm via Zoom

https://zoom.us/j/97414809603
Passcode: August

REGULAR MEETING MINUTES

1. REGULAR SESSION
   1.1 Call to Order and Roll Call at 3:47
       Blue Oak Charter School: Susan Domenighini
       Inspire School of Arts and Sciences: Doris Luther
       Chico Country Day Charter School: Stuart Langford (arrived at 3:51)
       Nord Country School: Ed Johnson
       CORE Butte Charter School: Jenna Springer
       Sherwood Montessori: Michelle Yezbick
       Forest Ranch Charter School: Christia Marasco (absent)
       Wildflower Open Classroom: Tom Hicks
       Chico Unified School District: Charise Bromely

   1.2 Approval of Minutes from Regular Meeting of July 25, 2022
       Doris Luther motioned to approve the minutes, Ed Johnson seconded; motion passed.

2. PUBLIC COMMENTS

3. DISCUSSION/ACTION ITEMS
   3.1 Request: Blue Oak Charter School - Land Addendum
       Susan Domenighini presented the proposal for funds to cover fees and assessment costs to purchase property.
       Doris Luther motioned to approve the proposed expenditure; Michelle Yezbick seconded; motion passed.

Information, Procedures and Conduct of CUSD Measure K Charter School Committee Meetings:

Student Participation:
At the discretion of the Chair, students may be given priority to address items to the Committee

Public input on specific agenda items and those items not on the agenda:
The CUSD Measure K Charter School Committee welcomes and encourages public comments. Any person of the public desiring to speak shall be allowed to speak during public comment time and has the option of speaking once on any agenda item when it is being discussed. Speaking time shall generally be limited to three minutes, unless a longer period is permitted by the Committee Chair. In the case of numerous requests to address the same item, the Committee may select representatives to speak on each side of the item. Each person who addresses the Committee must be first recognized by the presiding officer and give his or her name. Comments must be directed to the Committee as a whole and not to individual committee members. The Committee shall not take action or enter into discussion or dialog on any matter that is not on the meeting agenda, except as allowed by law. Items brought forth at this part of the meeting may be taken under advisement by the Committee and may be placed on the agenda of a subsequent meeting for discussion or action by the Committee at the discretion of the Committee Chair & Vice Chair.

Special Needs: If you have special needs because of a disability or you require assistance or auxiliary aids to participate in the meeting, please contact the CUSD office at 530.991.3000. CUSD will attempt to accommodate your disability.

Copies of Agendas and Related Materials: Materials are available at the meeting, on the CUSD website at www.chicousd.org, or in the district office prior to the meeting.

@ 1163 East 7th Street, Chico, CA 95928.
3.2 Request: Sherwood Charter School - TKK F&E
Michelle Yezbick presented the proposal for funds to purchase furnishings and equipment for the classrooms and office and security equipment for the 1010 Cleveland Ave. campus. Doris Luther motioned to approve the proposed expenditure; Susan Domenighini seconded; motion passed.

4. ITEMS FROM COMMITTEE MEMBERS
Christia Marasco will update the Committee on FRCS blacktop project at a future meeting.

5. ADJOURNMENT
5.1 Adjourned at 3:54; Next meeting September 26, 2022 via Zoom

Date of Minutes Approval: 9/26/22

Attestation of Committee Secretary: [Signature]
GENERAL INFORMATION:

<table>
<thead>
<tr>
<th>Submission Meeting Date</th>
<th>Monday, September 26, 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of School</td>
<td>Forest Ranch Charter</td>
</tr>
<tr>
<td>Address of School</td>
<td>15815 Cedar Creek Rd.</td>
</tr>
<tr>
<td>Contact Name</td>
<td>Christia Marasco</td>
</tr>
<tr>
<td>Contact Phone/Email</td>
<td>(530) 891-3154</td>
</tr>
<tr>
<td>Year Established</td>
<td>2008</td>
</tr>
<tr>
<td>Next Renewal Date</td>
<td>2027</td>
</tr>
<tr>
<td>CDS Code</td>
<td>04-6144-0118042</td>
</tr>
<tr>
<td>Charter Number</td>
<td>1019</td>
</tr>
<tr>
<td>Website</td>
<td><a href="http://www.forestranchcharter.org">www.forestranchcharter.org</a></td>
</tr>
</tbody>
</table>

1. **Type of Project:**
   - ___ Planning
   - ___ Construction
   - ___ Health Safety (Including ADA)
   - ___ Modernization/Repair/Renovation/Improve
   - X ___ Purchase or Lease Project
   - ___ Other (including FF&E)

2. **Project Narrative:**
   We need to purchase an industrial freezer for our kitchen to keep our food program going.

3. **Charter School Property Project Location:** *(If project location is different from address above.)*
   a. Does your school currently operate on a CUSD School Site: X yes ___ no
   b. Does your school lease property/buildings from a private owner: ___ yes X no

4. **Current enrollment and ADA:** 106

5. **Financial Questions**
   a. Was your prior annual audit report free of any negative findings? X yes ___ x no
   If no, please explain
   We had a minor finding having to do with documentation for distance learning for a couple students. The penalty assessed was $498.00.

   b. What were your cash reserves as a percent of expenditures at the end of the prior fiscal year? 33%

6. **Project Schedule** *Please briefly describe the timeline for the project planning and completion.*
   The freezer is available as soon as we get funds approved.

7. **Preliminary Estimate (Cost)**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Measure K Allocation - all rounds</td>
<td>1,423,249.00</td>
</tr>
<tr>
<td>Less Previously Allocated Funds</td>
<td>788,770.00</td>
</tr>
<tr>
<td>Less Current Project Funds Requested</td>
<td>5,632.18</td>
</tr>
<tr>
<td>Remaining Measure K Allocation</td>
<td>628,786.82</td>
</tr>
</tbody>
</table>
School Facilities Projects to be Funded with Proceeds of Bonds

“Bond proceeds will be expended to repair, modernize, replace, renovate, expand, construct, acquire, equip, furnish and otherwise improve the classrooms and school facilities the [charter’s] existing schools, new school sites, and other [charter] owned properties to provide equity among campuses, improved facilities, and student access to instructional technology.” —Measure K

Documentation (please indicate those completed)

All Projects

- Project Narrative: general scope of work  
  _X_ Included
- Enrollment Capacity: Current Facility and/or Proposed
  ___ Included
- Preliminary Estimate (Cost)
  _X_ Included
- Project Schedule
  _X_ Included

Building/Modernization/Renovation Projects

- Feasibility Study and Site Review
  ___ Included  _X_ Not Applicable
- Enrollment Capacity: Current Facility and/or Proposed
  ___ Included  _X_ Not Applicable
- Pre-Schematics (to be completed by a District approved architect and/or engineering team)
  ___ Included  _X_ Not Applicable
- Facility Assessment
  ___ Included  _X_ Not Applicable
- Schematic Drawing(s) (areas of work)
  ___ Included  _X_ Not Applicable
- CEQA Process Determination (pre-CEQA-form)
  ___ Included  _X_ Not Applicable
- Design Development Drawings
  ___ Included  _X_ Not Applicable
- Design or Bid Estimate
  _X_ Included  ___ Not Applicable
- Construction Documents
  ___ Included  _X_ Not Applicable

For Committee Use:

All necessary documents were included:  ___ yes  ___ no
(if no: request for additional documentation)

CORE QUESTIONS:
1. Does the project fall under the bond language?
2. Given the life span of a bond, is the project an appropriate use of funds?
3. Has the school demonstrated the feasibility of project completion?
4. Has the local school board approved the project?

MEASURE K—CHARTER FACILITIES COMMITTEE APPROVAL

Date of Committee Approval: _9/26/2022_

Attestation of Committee Secretary: _[Signature]_

For questions or clarifications relative to the completion of this application, please contact:
Kevin Bulterma at _kbultema@chicousd.org_ or (530) 891-3000 x. 112
**Project:**
Forest Ranch Charter School - 2 Door Freezer
Robin
15815 Cedar-Creek
Forest Ranch, CA 95942

**From:**
NorCal Food Equipment Inc.
Bryan Robinet
172 Commercial Ave.
Chico, CA 95973
530-342-9092
530-342-9092 (Contact)

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<table>
<thead>
<tr>
<th>Item</th>
<th>Qty</th>
<th>Description</th>
<th>Sell</th>
<th>Sell Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1 ea</td>
<td>REACH-IN FREEZER</td>
<td>$5,251.45</td>
<td>$5,251.45</td>
</tr>
</tbody>
</table>

**Everest Refrigeration**
Reach-In Freezer, two-section, 49-5/8"W, 48.0 cu. ft. capacity, self-contained top mounted refrigeration, (2) solid hinged self-closing field reversible doors (locking), (6) epoxy coated wire shelves, height adjustable clips, digital controls with LED display, auto defrost, LED interior lighting, stainless steel interior, stainless steel front & sides, galvanized steel top, bottom & rear, (4) 5" swivel casters (2 locking), 1 HP, 115v/60/1-ph, 7.5 amps, cord, NEMA 5-20P, NSF, cETLus, ETL-Sanitation

- 1 ea Parts and labor: Total 3 years from installation date (there is no more additional 6 months warranty this time)
- 1 ea Compressor: Total 5 years from installation date
- 1 ea Door hinged on right & left, standard
- 1 ea 5" Overall Height Casters Set of 4, (front 2 locking), standard

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**ITEM TOTAL:** $5,251.45

- Merchandise $5,251.45
- Tax 7.25% $380.73
- Total $5,632.18

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**Customer:** Before approving this quote please check and confirm all details and specifications of the item(s) listed on the quote. This includes, but is not limited to: electrical, gas, and size specifications. NorCal Restaurant Supply will not be held responsible for errors in application after delivering the approved / specified item.

**Note:** NorCal Restaurant Supply and their manufacturers are not responsible for errors or omissions due to vague or faulty specifications, or when an equipment schedule only has been provided.

**Credit Card Fee:** For Visa, Mastercard, AMEX and/or all other major Credit Cards there will be a 3% Financial Fee for amount that is $1,000 or over. To avoid Financial Fee, please pay by cash or check.

***ALL ORDERS ARE SUBJECT TO A 25% RE-STOCKING FEE***
Measure K Charter School Facilities Committee  
Project Recommendation Form for Consideration by CUSD Board of Trustees

**GENERAL INFORMATION:**

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<thead>
<tr>
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<th>Monday, September 26, 2022</th>
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<tbody>
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<td>Name of School</td>
<td>Forest Ranch Charter</td>
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<tr>
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<td>15815 Cedar Creek Rd. Forest Ranch</td>
</tr>
<tr>
<td>Contact Name</td>
<td>Christia Marasco</td>
</tr>
<tr>
<td>Contact Phone/Email</td>
<td>(530) 891-3154</td>
</tr>
<tr>
<td>Year Established</td>
<td>2008</td>
</tr>
<tr>
<td>Next Renewal Date</td>
<td>2027</td>
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<td>Website</td>
<td><a href="http://www.forestranchcharter.org">www.forestranchcharter.org</a></td>
</tr>
</tbody>
</table>

1. **Type of Project:**
   - [ ] Planning
   - [ ] Construction
   - [ ] Health Safety (Including ADA)
   - [x] Modernization/Repair/Renovation/Improve
   - [ ] Purchase or Lease Project
   - [ ] Other (including FF&E)

2. **Project Narrative:**
   Forest Ranch Charter needs to repair a well used blacktop. The contractor will cleanout cracks and hot patch all cracked areas. The project costs were more than originally quoted due to increased prices for materials and workers. The project needed to be finished quickly as it was approved late and school was starting in a few days.

3. **Charter School Property Project Location:** *(If project location is different from address above.)*
   - [x] Does your school currently operate on a CUSD School Site:  
   - [ ] Does your school lease property/buildings from a private owner:  

4. **Current enrollment and ADA:**
   - 97

5. **Financial Questions**
   - a. Was your prior annual audit report free of any negative findings?  
     - [x] yes  
     - [ ] no  
     If no, please explain: *We had a minor finding having to do with documentation for distance learning for a couple students. The penalty assessed was $498.00*
   - b. What were your cash reserves as a percent of expenditures at the end of the prior fiscal year? 33%

6. **Project Schedule**  
   *Please briefly describe the timeline for the project planning and completion.*
   - Summer/Fall 2022

7. **Preliminary Estimate (Cost)**

<table>
<thead>
<tr>
<th>Measure K Allocation - all rounds</th>
<th>1,423,249.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less Previously Allocated Funds</td>
<td>786,900.00</td>
</tr>
</tbody>
</table>
Less Current Project Funds Requested 1930.00
Remaining Measure K Allocation 634,419.00

School Facilities Projects to be Funded with Proceeds of Bonds

“Bond proceeds will be expended to repair, modernize, replace, renovate, expand, construct, acquire, equip, furnish and otherwise improve the classrooms and school facilities the [charter’s] existing schools, new school sites, and other [charter] owned properties to provide equity among campuses, improved facilities, and student access to instructional technology.”—Measure K

Documentation  *(please indicate those completed)*

**All Projects**
- Project Narrative: general scope of work  X Included
- Enrollment Capacity: Current Facility and/or Proposed  X Included
- Preliminary Estimate (Cost)  X Included
- Project Schedule  X Included

**Building/Modernization/Renovation Projects**
- Feasibility Study and Site Review  Included  X Not Applicable
- Enrollment Capacity: Current Facility and/or Proposed  Included  Not Applicable
- Pre-Schematics  *(to be completed by a District approved architect and/or engineering team)*  Included  X Not Applicable
- Facility Assessment  Included  X Not Applicable
- Schematic Drawing(s)  *(areas of work)*  Included  X Not Applicable
- CEQA Process Determination  *(pre-CEQA-form)*  Included  X Not Applicable
- Design Development Drawings  Included  X Not Applicable
- Design or Bid Estimate  X Included  Not Applicable
- Construction Documents  Included  X Not Applicable

For Committee Use:

All necessary documents were included:  yes  no
*(if no: request for additional documentation)*

**CORE QUESTIONS:**
1. Does the project fall under the bond language? Yes
2. Given the life span of a bond, is the project an appropriate use of funds? Yes
3. Has the school demonstrated the feasibility of project completion? Yes
4. Has the local school board approved the project? Yes on June 15, 2021

**MEASURE K—CHARTER FACILITIES COMMITTEE APPROVAL**

Date of Committee Approval: 9/26/2022

Attestation of Committee Secretary: 

For questions or clarifications relative to the completion of this application, please contact:
Kevin Bulterma at kbultema@chicousd.org or (530) 891-3000 x. 112
40plusleap (Veterans Work Cadre Project) 15474 Forest Ranch Way, Forest Ranch, CA, 95942
March, 20, 2020
1.530.342.2831

Stephen "Tank" Konstenius, PhD
President CEO 40Plusleap (Veterans Work Cadre Project)

INVOICE #06292020

Date: 6/11/2020

Client: Forest Ranch Charter School

Address: 15815 Cedar Creek Forest Ranch, CA 35342

Phone: 

<table>
<thead>
<tr>
<th>Description of Task</th>
<th>Total</th>
<th>COMMENTS</th>
</tr>
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<tbody>
<tr>
<td>Cutting, clearing and removal of grass, weeds, etc. from outlined area adjacent to the new baseball field</td>
<td></td>
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<td>4 men, and equipment for tasks performed....</td>
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Total Cost $1930.00 Payable to: 40Plus Leap

FEDERAL TAX #45-2733619 CALIFORNIA LUMBER RETAIL SALES PERMIT #102-5879958 PERFERRED CONTRACTORS INSURANCE POLICY #PCAS014-PC224593
Measure K Charter School Facilities Committee
Project Completion Report

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<table>
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<td>Contact Name</td>
<td>Christia Marasco</td>
</tr>
<tr>
<td>Contact Phone/Email</td>
<td>(530) 891-3154; <a href="mailto:cmarasco@forestranchcharter.org">cmarasco@forestranchcharter.org</a></td>
</tr>
<tr>
<td>Year Established</td>
<td>2008</td>
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1. **Type of Project:**
   - [ ] Planning
   - [ ] Construction
   - [ ] Health Safety (Including ADA)
   - [X] Modernization/Repair/Renovation/Improve
   - [ ] Purchase or lease Project
   - [ ] Other (including FF&E)

2. **Project Narrative:**
   Sample wording – The Blacktop project for $7,750 was approved by the Measure K Committee on July 25, 2022. This project costs ran over by $1930 due to increased labor and material costs (partially due to need for completion before school started). We are asking for an additional $1900. The invoice is attached. The project is now complete.

3. **Project Funds to be Returned:** (We need 1900 more as the project exceeded the original amount)

<table>
<thead>
<tr>
<th>Funds Allocated</th>
<th>7,750.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Funds Used in 19/20</td>
<td></td>
</tr>
<tr>
<td>Funds Used in 20/21</td>
<td></td>
</tr>
<tr>
<td>Funds Used in 21/22</td>
<td>(9,680)</td>
</tr>
<tr>
<td>Less: Total Funds Used</td>
<td>(9,680)</td>
</tr>
<tr>
<td>Funds Returned for Other Projects</td>
<td>(1,930)</td>
</tr>
</tbody>
</table>

For Committee Use:

All necessary documents were included: ______ yes ______ no

Attach: 1) Escape report from CUSD for all years with spending, and 2) worksheet that balances to the Escape report.

Forest Ranch Completion Report 9.26.2022
MEASURE K—CHARTER FACILITIES COMMITTEE APPROVAL

Date of Committee Approval: 9/26/2022

Attestation of Committee Secretary: [Signature]

Forest Ranch Completion Report 9.26.2022
Measure K Charter School Facilities Committee
Project Recommendation Form for Consideration by CUSD Board of Trustees

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<th>September 26, 2022</th>
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</thead>
<tbody>
<tr>
<td>Name of School</td>
<td>CORE Butte Charter School</td>
</tr>
<tr>
<td>Address of School</td>
<td>2847 Notre Dame Blvd., Chico, CA 95928</td>
</tr>
<tr>
<td>Contact Name</td>
<td>Mary Cox</td>
</tr>
<tr>
<td>Contact Phone/Email</td>
<td>530-809-4152</td>
</tr>
<tr>
<td>Year Established</td>
<td>2007</td>
</tr>
<tr>
<td>Charter Renewal Date</td>
<td>06/30/2026</td>
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<tr>
<td>CDS Code</td>
<td>04100410114991</td>
</tr>
<tr>
<td>Charter Number</td>
<td>0945</td>
</tr>
<tr>
<td>Website</td>
<td>corebutte.org</td>
</tr>
</tbody>
</table>

1. Type of Project:
   - [X] Planning
   - [ ] Construction
   - [ ] Health Safety (Including ADA)
   - [ ] Modernization/Repair/Renovation/Improve
   - [ ] Purchase or lease Project
   - [ ] Other (including FF&E)

2. Project Narrative:
The CORE Butte field is currently gopher ridden with no fixes at hand. The school is having to move toward a removable / reusable turf environment. During this construction progress we would like to move toward a track with field equipment. This planning money will allow the school to develop a plan for the project to determine what portion will be allocated to Measure K and what portion the school will need to cover.

3. Charter School Property Project Location: *(If project location is different from address above.)*
   - a. Does your school currently operate on a CUSD School Site: [X] yes [ ] no
   - b. Does your school lease property/buildings from a private owner: [X] yes [ ] no

4. Current enrollment and ADA: 864 Enrollment / 844.06 ADA

5. Financial Questions
   - a. Was your prior annual audit report free of any negative findings? [X] yes [ ] no
      *(if no, please explain)*
   - b. What were your cash reserves as a percent of expenditures at the end of the prior fiscal year? 27.21%

6. Project Schedule
   *Please briefly describe the timeline for the project planning and completion.*
The school is starting the planning phase process. Once we have the plan in place the school will determine the timeline for the project with a hopeful completion within a year.

7. Preliminary Estimate (Cost)

<table>
<thead>
<tr>
<th></th>
<th>Round 1</th>
<th>Round 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allocation Per Round</td>
<td>$1,243,689</td>
<td>$1,544,531</td>
</tr>
<tr>
<td>Plus Funds Returned</td>
<td>2,502.50</td>
<td></td>
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School Facilities Projects to be Funded with Proceeds of Bonds

"Bond proceeds will be expended to repair, modernize, replace, renovate, expand, construct, acquire, equip, furnish and otherwise improve the classrooms and school facilities the [charter’s] existing schools, new school sites, and other [charter] owned properties to provide equity among campuses, improved facilities, and student access to instructional technology."—Measure K

Documentation  (please indicate those completed)

All Projects
Project Narrative:  general scope of work  ___ Included
Enrollment Capacity:  Current Facility and/or Proposed  ___ Included
Preliminary Estimate (Cost)  ___ Included
Project Schedule  ___ Included

Building/Modernization/Renovation Projects
Feasibility Study and Site Review  ___ included  ___ Not Applicable
Enrollment Capacity:  Current Facility and/or Proposed  ___ included  ___ Not Applicable
Pre-Schematics (to be completed by a District approved architect and/or engineering team)  ___ included  ___ Not Applicable
Facility Assessment  ___ included  ___ Not Applicable
Schematic Drawing(s)  (areas of work)  ___ included  ___ Not Applicable
CEQA Process Determination  (pre-CEQA-form)  ___ included  ___ Not Applicable
Design Development Drawings  ___ included  ___ Not Applicable
Design or Bid Estimate  ___ included  ___ Not Applicable
Construction Documents  ___ included  ___ Not Applicable

For Committee Use:

All necessary documents were included:  ___ yes  ___ no
(if no:  request for additional documentation)

CORE QUESTIONS:
1. Does the project fall under the bond language? Yes
2. Given the life span of a bond, did the proposal explain how this project was an appropriate use of funds? Yes
3. Has the school demonstrated the feasibility of project completion? Yes
4. Has the local school board approved the project? October 25, 2022
MEASURE K—CHARTER FACILITIES COMMITTEE APPROVAL

Date of Committee Approval: 9/26/2022

Attestation of Committee Secretary: [Signature]

For questions or clarifications relative to the completion of this application, please contact: Kevin Bul tema at kbul tema@chicousd.org or (530) 891-3000 x. 112
EXHIBIT “B”
AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN CLIENT AND CONSULTANT

SCOPE AND ESTIMATE OF SERVICES

Consultant agrees to perform the following services:

The project goal is to design & construct a new rubberized or asphalt track and synthetic field at the CORE Butte site (existing back field). Synthetic field is being proposed specifically for measure K funding to be “removable”. NorthStar will be the lead design entity with “Trover Construction Project Management” (Trover) as the project manager. Site work will include new track & field along with con­forms to existing and a Path of Travel from the nearest sidewalk. Permitting will be through City of Chico and be facilitated by Trover.

Below are the necessary tasks to complete plans, bidding, and construction administration that NorthStar will perform as a part of the team.

Fill in Topographic Survey (Prevailing Wage) ($6,500) (Prevailing Wage)
There is existing topographic & Boundary survey (by others) for the site but it does not encompass the entire project area nor does it reflect the as-built condition of the adjacent school buildings. School as­builts (provided by Trover) will be used in conjunction with the fill in Topo to create a base map for the design work. Fill in survey will pick up surface grades and visible surface objects only and does not include utility locating or tracing. Limited underground utilities are expected in the area of work other than irrigation system but as­builts will be consulted to confirm. See topo area attached Exhibit “C”.

Schematic Design (SD), ($7,500)
Schematic design will initiate with an onsite meeting with school & Trover to confirm project objectives and review existing conditions. NorthStar will then complete basic geometric layout of track & field identifying existing site elements that will require removal. Layout will be confirmed and locked in with owners or up to 2 rounds of revisions will be completed to get to a final layout.

Design Development (DD), ($10,000)
In Design development the specific track surfacing & field surfacing products will be reviewed and selected with owner. Upon selection design including grading, drainage, and storm water disposal will be prepared. The Design Development Package will be developed to include:
- Cover
- Demolition Plan
- Layout Plan
- Grading Plan
- Underground Plan
- Construction Details
- Draft Technical Specifications (General Specs & Forwards by Others)
- Draft Construction Estimate
Owner / Trover is to review the plans & provide any input,

Construction Documents (CD), ($13,500)
The plans and specifications will be refined and completed incorporating owner comments, internal QA/QC, and adding final project details. Permit Submittal Package will be finalized to include updated sheets in the DD phase as well as:
- Erosion Control Plan (project will be over 1 acre & require a SWPPP) (by contractor)
- Final Technical Specifications (not required to be submitted to the city but needed for bidding)
- Construction Estimate

Agency Approval ($4,500)
Time has been included to respond to plan check comments from the city development engineering department. Trover will handle any entitlement & submittal / city forms.
Bidding ($1,500)
     Respond to contractor questions & be present at job walk as needed. Trover or School is to coordinate any required bidding including advertising, plan set tracking, reproduction, addenda release, and final bid opening. NorthStar will prepare technical bidding addenda as needed.

Construction Administration ($10,500)
     NorthStar to respond to contractor post bid RFI's & Submittals. It is anticipated that NorthStar will conduct one mid construction site visit and one punch list review walk at project completion to ensure finished product matches plans. Trover will provide daily construction oversight.

Owner / Trover to Provide:
- Existing Campus As-Builts
- Usable CAD of existing topo / boundary survey including control points
- Soils report from original construction (may need supplemental infiltration testing if required by City)
- Any and all agency fees

NorthStar's portion of the project does NOT include:
- Any electrical, mechanical, or plumbing work (no score boards, lighting, embedded timing systems, etc.)
- Any structural work (goal posts, flag poles, retaining walls, shade structures, bleachers, buildings, etc.)
- City entitlements (use permits, environmental reviews, architectural review boards, etc.)
- Boundary Surveying or easement identification (this is believed to be completed previously by others)
- Any Irrigation or Landscaping modifications (Trover to coordinate / complete)
- Any modifications to existing ADA parking or campus path of travel (assumed to be adequate as is)
- The addition to the project of drinking fountains or site furniture like benches, tables, trash cans
- The addition to the project of various track facilities like high jump pits, long jump pits, or steeple chase

Estimated Engineering = $47,500
Estimated Surveying = $6,500
Total Proposal = $54,000

Project is a fixed fee that will be billed monthly on a percent complete basis.

Sincerely,

Ross Simmons, PE
Senior Managing Engineer

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