

August 24, 2006

To: Board Members  
From: Rodger Smith  
Through: Tom Bishop  
Subject: Facilities Report for August

**Ocean Air School**

DSA approval of the construction plans for Ocean Air School is anticipated during the week of August 28. Re-bidding of four of the trade contracts was completed on August 23; awarding these bids is scheduled under a separate item on this Board agenda. Construction on Ocean Air School will begin immediately after final DSA approval is received.

**Torrey Hills Windows**

Work on this project will be completed prior to the opening of school on August 28. The project has involved repainting the permanent buildings with a water proof coating, sealing holes in window frames and re-caulking all window frames. The cost for this project will be supported by the trade contractors who were responsible for the installation of the windows during initial construction. We are very grateful to Douglas E. Barnhart, Inc. for the support they have provided to assist us in addressing this very complicated project.

**Del Mar Hills Multi-use Room Stage Lighting**

Installation of stage lighting at the Del Mar Hills Multi-use Room has been completed. Costs for this project were supported by the Del Mar Hills PTA; coordination of the installation of the lighting was provided by the DMUSD Facilities Department.

7.1

August 22, 2006

To: Board Members

From: Rodger Smith

Through: Tom Bishop

Subject: Board Approval of Contract between the Del Mar Union School District and Davis Demographics & Planning, Inc. for Updating Enrollment Projections and Report Development for Fall 2006-2007 in the Amount of \$12,360.00.

The district has contracted with Davis Demographics & Planning, Inc. for a number of years to provide vital yearly enrollment projection reports for use by the district. Davis Demographics & Planning, Inc. works with local developers to keep current on developments within the district and calculate seven year projections by study area and existing attendance zones. They also incorporate the district's CBEDS reports to review historical enrollment.

The district has been by and large pleased with the accuracy of the projections by Davis Demographics. In the fall of 2004, Davis Demographics projected enrollment of 3756 for the fall of 2005; actual enrollment was 3731. Accuracy to this degree is extremely beneficial in determining school facility and staffing needs.

Davis Demographics & Planning's proposal, listing a description of services they provide, is attached for your review.

**FISCAL IMPACT:** Shared by the General Fund & North City West JPA

**RECOMMENDED:** The Superintendent Recommends the Board Approve the Contract between the Del Mar Union School District and Davis Demographics & Planning, Inc. for Updating Enrollment Projections and Report Development for Fall 2006-2007 in the Amount of \$12,360.00.

\*7.2



**DAVIS DEMOGRAPHICS & PLANNING, INC.**  
Educational Facility Planning – Demographic Research – GIS Mapping

August 9, 2006

Ms. Linda Luce  
Del Mar Union School District  
225 Ninth St.  
Del Mar, CA 92014

Subject: Demographic Services Update Proposal – Fall 2006/2007

Dear Linda:

We appreciate your continued use of our services and trust that the demographic data and services provided have been useful to the District. As is customary this time of year, we at DDP normally try to anticipate our client's needs for the upcoming school year and have therefore enclosed a proposal for updating your data this fall. It is very important to provide continuity in the planning process and to annually update the data that is a part of this process.

In anticipation of what services the District may need this fall, I have prepared a proposal for updating enrollment projections and report development for this upcoming school year (Fall 2006)

As always, we are interested in providing your district with the most essential services at the present time. If you are aware of issues other than what we have proposed please let me know so we can accommodate your needs. Feel free to give me a call if you have any questions.

Again, thanks for your consideration and we look forward to assisting you again this year in whatever capacity you deem appropriate.

Sincerely,

A handwritten signature in black ink that reads 'Scott J. Torlucci'. The signature is written in a cursive style with a long horizontal line extending to the right.

Scott J. Torlucci  
GIS Project Manager, Director of Technology  
DAVIS DEMOGRAPHICS & PLANNING, INC.

Encl.

Del Mar Union School District  
**FEE ESTIMATE FOR DATA UPDATE AND FALL 2006/2007 PROJECTIONS:**  
 August 9, 2006

<b>I. Base Street Map Updating</b>	
Street updates, continued address corrections and verification	\$960
Est. 8 hours X \$120/hr	
<b>II. Study Area/Attendance Boundary/School Updates</b>	
Verification of all existing Attendance Boundaries/ Study Area splits as required	
1 hours X \$120/hr	\$120
<b>III. Student File Address-Matching</b>	
Downloading all districts data, matching, processing/correction of rejects	
Est. 20 hours x \$120/hr	\$2,400
<b>IV. Proposed Residential Subdivisions</b>	
Review and entry of development data and consultation with planning agencies for additional information as necessary	
Est. 20 hours X \$120/hr	\$2,400
<b>V. Preparation of Seven-Year Enrollment Projections:</b>	
Research birth trends, review historical enrollment (using CBEDS Reports), area development, calculate seven-year K-12 projections by study area and existing attendance zones. Create attendance matrices.	
Estimated at 20 hours X \$120/hour:	\$2,400
Report Preparation	\$1,800
<b>VI. Meetings (1 meetings w/prep @ 10hrs X \$120/hr)</b>	\$1,200
<b>VII. Attendance Area Walls Maps</b>	
10 34"x44" Attendance Area wall maps for district use.	
Est. 8 hours X \$120/hr:	\$960
<b>VIII. Updated Street Directory</b>	
Update Street Directory for District use.	
Est. 1 hours X \$120/hr:	\$120

<b>Total Estimate for Update of Planning Data / Projections</b>	<b><u>\$12,360</u></b>
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The above fee proposal includes 5 copies of the report, 1 meeting/presentation with school district officials and 8-1/2" X 11" maps as appropriate/required for report preparation. Other District requested meetings or maps can be made at additional cost and each job is quoted on a time and materials basis.

**PROPOSAL NOTES:**

The above scope of work includes a brief summary projection outline report with updated development schedules and other demographic factors, updated attendance/residence matrices, newly matched Fall student data and revised projections by existing school attendance zones and study areas. This study will not include revised student yield factors. These are usually accomplished every two-three years.

DDP's current compensation rate is \$120.00 per hour for all services inclusive of travel time to attend any meetings. The tasks outlined in this proposal and their costs are for estimate purposes only within the total scope of the proposal—task fees are not individual maximum fees—DDP retains the right to shift fees between the tasks in order to complete the overall scope of work outlined in the proposal. Any additional services or meetings not specifically outlined in this proposal shall be invoiced on a time-and-materials basis at DDP's current hourly rate. Travel costs shall include reimbursable airfare and \$200 per diem travel expenses. Reimbursable data fees may include a 15% administrative charge.

Any software quoted in this proposal may require a separate signed software license agreement. The cost of any software option is included as outlined in the proposal.

The performance of the services in this Agreement may require DDP to execute a separate end user license agreement directly with a third party vendor for the use of certain mapping and other data. This allows DDP to provide the services outlined in the proposal. Additional District access to this data may require an extra license agreement and payment by the District.

This proposal is valid for consideration through **10/15/2006** with contract and initiation of work commencing no later than **11/01/2006**. Acceptance of this proposal after the noted dates may require additional fees due to altered scheduling of DDP staffing.

August 23, 2006

To: Board Members  
From: Rodger Smith  
Through: Tom Bishop  
Subject: Board Approval of Contract Extension between the Del Mar Union School District and Tetra Tech EM, Inc. in the Amount of \$7,444.00

Tetra Tech EM, Inc. completed a Phase I Environmental Site Assessment for the CDE site approval package on Ocean Air School. The California Department of Education is requesting additional environmental services on the six acre park that will be used as part of the District's education program. Tetra Tech EM, Inc. has proposed to incorporate the park site environmental review into the Phase 1 completed on the school site.

This supplemental service is to be completed in a time frame that will not interfere with the construction schedule for Ocean Air School.

**FISCAL IMPACT:** The Fiscal Impact of this Proposal will be Funded by the NCWJPA.

**RECOMMENDATION:** The Superintendent Recommends Approval of Contract Extension between the Del Mar Union School District and Tetra Tech EM, Inc. in the Amount of \$7,444.00.

\*7.3

August 23, 2006

To: Board Members  
From: Rodger Smith  
Through: Tom Bishop  
Subject: Board Approval of Contract between the Del Mar Union School District and Shade Structures, Inc. in the Amount of \$34,250.00.

In order to allow shade coverage during the lunch period at Ocean Air School, a shade structure is planned for the back of the multi-use building. The structure will be a 40' hexagon and will be fabricated and installed by Shade Structures, Inc. The inspection of this installation will be done by the district's inspector.

Shade Structures, Inc. has provided the District with shade structures at four of our schools and the schools have been extremely satisfied with the shading these structures provide. Installing the shade structure foundation during the course of construction of Ocean Air School alleviates many complications.

The District will utilize a piggy back bid from the Newport Mesa Unified School District in order to attain competitive pricing.

**FISCAL IMPACT:** The Fiscal Impact of this Proposal will be Funded by the NCWJPA.

**RECOMMENDATION:** The Superintendent Recommends Approval of Contract between the Del Mar Union School District and Shade Structure, Inc. in the Amount of \$34,250.00.

\*7.4

Regular Board Meeting of August 30, 2006

August 24, 2006

To: Board Members

From: Rodger Smith

Through: Tom Bishop

Subject: Approval of Award of Bids, Subject to Final Approval of Project Construction Plans by the Department of the State Architect, to the Lowest Responsible Bidder for Each of the Four Remaining Trade Packages for the Construction of Ocean Air School.

Subsequent to the Board's rejection of all bids for the trade packages for Sheet Metal and Roof Accessories, Specialties, and Electrical, the packages were re-bid. In addition, due to the absence of any bids for the Elevator package, bids on this item were also solicited for the second time. The bids were opened on August 22. Subsequent to the opening of the bids for these trade packages and a thorough analysis of each of the bids to insure responsiveness to the requirements of the bidding process, it is recommended that the Board award the trade packages, subject to final DSA approval, to the following contractors:

Bid Package	Contractor	Amount
Sheet Metal and Roof Accessories	R.B. Sheet Metal	\$1,200,000
Specialties	Isec	817,141
Elevators	Inland Acoustics	108,900
Electrical	Precision Electric	2,729,000

**FISCAL IMPACT:** The cost for the four trade packages listed above is \$4,855,041. This expenditure will be supported by funds from the North City West J.P.A., DMUSD Community Facilities District 95-1, and the State of California. These costs are within budgetary expectations for this project.

**RECOMMENDED:** The Superintendent Recommends Approval of Award of Bids, Subject to Final Approval of Project Construction Plans by the Department of the State Architect, to the Lowest Responsible Bidder for Each of the Four Remaining Trade Packages for the Construction of Ocean Air School.

7.5

August 22, 2006

To: Board Members

From: Rodger Smith

Through: Tom Bishop

Subject: Board Consideration of Resolution No. 2006-17, A Resolution of the Del Mar Union School District Adopting Local Guidelines for Implementing the California Environmental Quality Act (Pub. Resources Code 21000 Et. Seq.)

The California Environmental Quality Act ("CEQA") requires all public agencies to adopt objectives, criteria, and procedures for the evaluation of projects and the preparation of environmental impact reports and negative declarations undertaken or approved by such agencies. The statutes also provide that a school district may use the guidelines adopted by a City whose boundaries are coterminous with the District if they choose.

It is recommended that the Del Mar Union School District adopt the 2006 local guidelines for implementing CEQA that are consistent with the currently adopted provisions and interpretations of CEQA as prepared by Best Best & Krieger LLP.

A copy of the "Local Guidelines for Implementing the California Environmental Quality Act (2006)" is available at the Del Mar Union School District office for review.

FISCAL IMPACT: None

RECOMMENDATION: Board Approval, Resolution No. 2006-17, Resolution of the Del Mar Union School District Adopting Local Guidelines for Implementing the California Environmental Quality Act (Pub. Resources Code 21000 Et. Seq.)

7.6

**RESOLUTION NO. 2006-17**

**A RESOLUTION OF THE DEL MAR UNION SCHOOL DISTRICT ADOPTING LOCAL GUIDELINES FOR IMPLEMENTING THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (PUB. RESOURCES CODE §§ 21000 ET SEQ.)**

**WHEREAS**, the California Legislature has enacted the California Environmental Quality Act ("CEQA") (Pub. Resources Code § 21000 et seq.) and the State of CEQA Guidelines (Cal. Code of Regs, tit, 14, §§ 15000 et seq.) and the California courts have interpreted specific provisions of CEQA;

**WHEREAS**, Section 21082 of CEQA requires all public agencies to adopt objectives, criteria and procedures for the evaluation of public and private projects undertaken or approved by such public agencies, and the preparation, if required, of environmental impact reports and negative declarations in connection with that evaluation; and

**WHEREAS**, the Del Mar Union School District ("School District") wishes to adopt local guidelines for implementing CEQA that are consistent with the current provisions and interpretations of CEQA.

**NOW, THEREFORE**, the Board of Trustees of the Del Mar Union School District hereby resolves as follows:

**SECTION 1.** The Board of Trustees adopts "Local Guidelines for Implementing the California Environmental Quality Act (2006)," a copy of which is on file at the offices of the School District and is available for inspection by the public.

**ADOPTED** this 30<sup>th</sup> day of August, 2006.

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President of the Board of Trustees  
Del Mar Union School District

ATTEST:

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Secretary of the Board of Trustees  
Del Mar Union School District

August 24, 2006

To: Board Members  
From: Rodger Smith  
Through: Tom Bishop  
Subject: Approval of a Deductive Change Order to Remove the Telecommunications Element from the Electrical Trade Package for Ocean Air School

In order to address an impending challenge to the awarding of the contract for the electrical trade package for Ocean Air School, approval of a deductive change order to the contract for this package is necessary. The basis of the impending challenge is that a vendor requested consideration of a proposed substitution for the telecommunications element of the specifications for the electrical package. The vendor felt that his request did not receive appropriate consideration from the project architect and, therefore, the possibility of a bid protest was developing.

Rather than risk the possibility of re-bidding the electrical package for a third time, approval of this deductive change order would provide for re-bidding only the telecommunications portion of the electrical package. Providing this opportunity to bid on the telecommunications portion would eliminate any possibility of a bid protest and leave the bulk of the electrical package intact.

**FISCAL IMPACT:** Due to the fact that the telecommunications element in the electrical package has already been priced in a competitive bidding environment, it is unlikely that any additional expense will be incurred by approving the deductive change order and re-bidding this element.

**RECOMMENDED:** The Superintendent Recommends Approval of a Deductive Change Order to Remove the Telecommunications Element from the Electrical Trade Package for Ocean Air School.

7.7