



Magnolia Public Schools

Special Board Meeting

Date and Time

Friday June 28, 2019 at 7:00 PM PDT

Location

Teleconference: Dial:1.844.572.5683 Code:1948435

Access to the Board Meeting: Any interested parties or community members may attend the meeting at the following locations where Board Members are joining the meeting from or by dialing in:

- MSA-SA 2840 W. 1st., Santa Ana, CA 92703 (Mr. Shohrat Geldiyev)
- MSA-SD 6525 Estrella Ave. San Diego, CA 92120 (Dr. Salih Dikbas)
- 683 East Loyola Ave. Carson, CA 90745 (Ms. Charlotte Brimmer)
- 4701 Patrick Henry Dr. Bldg #25, Santa Clara, CA 95054 (Dr. Umit Yapanel)
- 1363 Ridge Rd. Berkeley, CA 94564 (Mr. Serdar Orazov)
- 5113 Babette Ave. Los Angeles, CA 90066 (Ms. Diane Gonzalez)
- 7401 Madora Ave. Winnetka, CA 91306 (Ms. Sandra Covarrubias)
- UCLA- 673 Boyer Hall, 611 Charles Young Dr. East, Los Angeles, CA 90095 (Dr. Saken Sherkhanov)
- 9715 Lockford St. Los Angeles, CA 90746 (Mr. Haim Beliak)

In compliance with the Americans with Disabilities Act (ADA) and upon request, Magnolia Public Schools may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the MPS central office. If you need special assistance to attend the meeting, please notify Barbara Torres at (213) 628-3634 x100 48 hours before the meeting to make arrangements.

Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 250 East 1st Street Ste 1500 Los Angeles, CA 90012.

Board Members:

Dr. Saken Sherkhanov, Chair
Mr. Haim Beliak, Vice-Chair
Dr. Umit Yapanel
Mr. Serdar Orazov
Dr. Salih Dikbas
Ms. Diane Gonzalez
Ms. Charlotte Brimmer
Ms. Sandra Covarrubias
Mr. Shohrat Geldiyev

CEO & Superintendent:

Mr. Alfredo Rubalcava

Agenda

	Purpose	Presenter	Time
I. Opening Items			07:00 PM
A. Call the Meeting to Order			1 m
B. Record Attendance and Guests			1 m
C. Public Comments			5 m
D. Approval of Agenda	Vote		1 m
II. Closed Session Items			07:08 PM
A. Public Announcement of Closed Session	FYI	Saken Sherkhanov	1 m
B. Conference with Legal Counsel- Potential Litigation- One Matter	Discuss	Alfredo Rubalcava	20 m
C. Report Out From Closed Session	FYI	Saken Sherkhanov	1 m
III. Action Items			07:30 PM
A. Approval of 2019 Summer School Budgets	Vote	Erdinc Acar	15 m
B. Authorize AdHoc Committee to Approve MSA-7 Restroom Renovation Capital Improvement Project	Vote	Patrick Ontiveros	5 m
IV. Closing Items			07:50 PM
A. Adjourn Meeting	Vote		

Cover Sheet

Approval of 2019 Summer School Budgets

Section: III. Action Items
Item: A. Approval of 2019 Summer School Budgets
Purpose: Vote
Submitted by:
Related Material: III A Summer Program.pdf



Board Agenda Item #	III A- Action Item
Date:	06-28-19
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Lead:	Nanie Montijo, CFO/ Erdinc Acar, CAO/
RE:	Use of Budget Reserves to Fund 2019 Summer School Programs

Proposed Board Recommendation

Staff moves that the MPS Board of Directors approve the use of each school's 2018-19 ending fund balance/ reserves to support/fund the July 2019 Summer Program for MSA 1, MSA 2, MSA 3, MSA 5, MSA 7, MSA 8, MSA SA and MSA SD.

MSA 4 and MSA 6 are not participating in the summer school program this year.

Background

MPS provides summer school options to all MPS students and staff to enrich and supplement our academic programs. Each year about 1,000 students from all grades benefit from these programs. Our summer school vendor informed us on May 7, 2019 that they wouldn't be able to provide summer school services for MSA-2, 3, 5 and 8. As a result of this, the MPS team has been working on ways of operating summer schools at all school sites as promised to students and parents.

In consultation with LACOE, our legal counsels and the school administration, the team decided to continue with our summer school programs internally without any interruptions. As a result, MSA-1, 7, SA and SD will be operating regular summer school programs from July 1st through July 31, 2019. Similarly, other schools will be doing blended/hybrid summer school programs, where students take online courses and do additional academic work while getting support from the school staff.

Because schools did not allocate any funds in their current budgets to run the summer school programs, each school will need the funds specified below to run their respective summer school program. Since this is an unexpected emergency, this is for one-time use only. We recommend that schools use their reserve funding for this purpose. Moving forward, each school will include this expense in their regular budgets.

We are working with Los Angeles County Office of Education (LACOE) to determine how to claim additional ADA funding as a result of these summer school programs.

Budget Implications

Each School's projected costs of operating the July 2019 Summer School Programs are listed below. The projected ending fund balance (reserves) as of 2nd Interim Financials is also listed together with the projected net ending fund balance after the summer program.

	Proj. Ending Fund Balance Adopted Budget 2019-20	Projected Cost of 2019 Summer Program	Projected Ending Fund Balance 2019-20
MSA 1	\$4,946,962	\$77,072	\$4,869,890
MSA 2	\$862,734	\$30,280	\$832,454
MSA 3	\$810,430	\$11,657	\$798,773
MSA 4	\$906,984	\$0	\$906,984
MSA 5	\$1,929,871	\$14,921	\$1,914,950
MSA 6	\$1,668,106	\$0	\$1,668,106
MSA 7	\$1,300,772	\$38,334	\$1,262,438
MSA 8	\$4,312,823	\$4,646	\$4,308,178
MSA SA	\$7,713,821	\$68,775	\$7,645,046
MSA SD	\$352,925	\$47,552	\$305,373

Cover Sheet

Authorize AdHoc Committee to Approve MSA-7 Restroom Renovation Capital Improvement Project

Section: III. Action Items
Item: B. Authorize AdHoc Committee to Approve MSA-7 Restroom Renovation
Capital Improvement Project
Purpose: Vote
Submitted by:
Related Material:
III B Ad Hoc Committee Authorization to Approve CSFIG Restroom Project.pdf



Board Agenda Item #:	III B
Date:	June 28, 2019
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools (“ MPS ”) Board of Directors (the “ Board ”)
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Patrick Ontiveros, General Counsel & Director of Facilities
RE:	Appointment of Ad Hoc Committee With Authorization to Approve CSFIG Funded Restroom Project at MSA-7

I. Proposed Recommendation

Staff moves that the Board appoint the MPS Facilities Committee as an Ad Hoc Committee with authority to approve a planned restroom renovation project at MSA-7 (the “**Project**”) using Charter School Facility Incentive Grant (“**CSFIG**”) funds.

II. Background

A. CSFIG Funds

MSA-7 is the recipient of a Charter School Facility Incentive Grant (“**CSFIG**”). The total CSFIG is **\$414,975**. It previously spent a portion of its grant, approximately **\$148,562.90**, to repair the pavement at its facilities. MSA-7 would now like to spend a portion of its remaining grant on the Project. After approval of the playground surfacing replacement at a cost of approximately **\$170,000**, approximately **\$96,412.10** remains to complete the restroom capital improvement project.

The MPS Facilities Committee at the June 13, 2019 meeting recommended approval to the Board of the awarding of a contract for the Project to TNL Construction, Inc. (“**TNL**”). Immediately following said meeting TNL notified MPS Staff that it would not be able to undertake the Project. Consequently, MPS Staff is presently seeking an alternative vendor to undertake the Project. **All CSFIG projects must be completed by August 31, 2019 in order to receive funding. Therefore, time is of the essence in selecting a contractor to complete this capital improvement project.**



B. Procurement Process

Multiple RFPs have been issued for the Project since mid-2018. The first one was issued and published on or about May 2, 2018. The most recent one was issued and published on or about March 5, 2019. The March 5th RFP is attached as Exhibit A. Very few expressions of interest have been received. The RFPs have been issued to contractors referred to Staff by other general contractors with whom Staff has worked. Staff will reach out to other vendors.

III. Budget Impacts

The Project will be paid for with CSFIG funds. CSFIG funds must be spent on or before August 31, 2019.

Exhibits (attachments):

- A. RFP



Exhibit A

March 5, 2019 RFP

(See Following Pages)



MAGNOLIA PUBLIC SCHOOLS

Request for Proposal to Provide
Restroom Repair, Improvement and Installation
Services for
Magnolia Science Academy 7
located at 18355 Roscoe Boulevard in the City of
Northridge

Due Date:

March 15, 2019

I. Overview & Background

Magnolia Education & Research Foundation doing-business as Magnolia Public Schools (“MPS”) and headquartered in Los Angeles is a charter school management organization that operates Magnolia Science Academy 7 (“MSA 7”). MPS is seeking a contractor to design, permit and construct certain restroom improvements (as more particularly described herein) to its MSA 7’s campus.

MPS expects to pay for the Services described in this RFP with a federal grant administered by the California School Finance Authority—the Charter School Facility Incentive Grant. **Therefore, all work must be prevailing wage.**

MPS is a network of 10 high-performing public charter schools that serves students in Los Angeles, Orange, and San Diego Counties. For more than a decade, MPS has delivered high quality education emphasizing science, technology, engineering and math. MPS is regularly recognized as having some of the top-performing-schools in the nation.

II. Scope of Services to be Provided

MSA-7, the subject of this Request for Proposal (“RFP”), is located at 18355 Roscoe Boulevard in the City of Northridge. See Exhibit A for location of the School which rents space at the location from a church.

The scope of services covered by this Request for Proposal shall include the following:

- Determine the feasibility and constructability of the desired restroom improvements.
- Design and submit drawings for permits, if needed, to LADBS
- Construct the improvements. The location of the existing restrooms (both staff and student and office) to be converted to ADA compliant restrooms are highlighted in Exhibit B. The Services are as follows:
 - Convert an existing bank of boys and girls restrooms to ADA compliant restrooms
 - Convert an existing office into an ADA compliant staff restroom
 - Upgrade an existing staff restroom to be ADA compliant
 - Upgrade a current inaccessible restroom to allow for staff accessibility
- Upgrading an existing water heater is part of the scope of work.

The MPS Board of Directors, upon recommendation by MPS management, will approve the selected firm (the “Provider”) to provide the Services. Further, the Services will be provided under a contract approved by the MPS Board of Directors.

MPS will be responsible for the following tasks in order to facilitate the provision of the Services by the Provider.

- Arrange access to the School site.
- Provide any plans that exist.

- Provide such other support as shall be necessary to facilitate the completion of the Services according to the desired completion date cited herein.

III. Timetable for Selecting a Provider

The proposed timetable for selecting a Provider to provide the requested Services is as follows:

Date	Description
Wednesday, March 6, 2019	Issue RFP
TBD on a case by case basis – Week of March 11th	MSA7 Site Visits for Interested Vendors
Friday, March 15, 2019	Proposal Responses Due
Tuesday, March 19, 2019	Selection of Service Provider
Monday, April 15, 2019	Commencement of Services
Friday, April 19, 2019	Completion of Services

MPS understands that the commencement and duration of the work will be impacted by any permitting and inspections required by the City of Los Angeles Department of Building and Safety.

If it is not feasible to complete the work as described above (during the spring break), the Work may be done over the summer of 2019, commencing June 10, 2019 but must be completed by not later than July 31, 2019.

IV. Questions and Submission

All questions regarding this RFP should be directed to the following person, preferably by e-mail, as shown below.

Mr. Patrick Ontiveros
 General Counsel and Director of Facilities
 Magnolia Public Schools
 250 East 1st Street, Suite 1500 Los Angeles, CA 90012
pontiveros@magnoliapublicschools.org
 Office: (213) 628-3634 x103
 Mobile: (323) 490-0701

All proposals are due ***no later than 5:00 p.m. on Friday, March 15, 2019*** and may be delivered either by email or in hard copy form to the person indicated above.

V. Proposal Format

Proposals may not exceed 10 pages including any exhibits. Proposals are to include the following content:

A. *Vendor Qualifications and Experience.*

- (1) State the name, size of you firm, the size of the staff, the location of the office from which the work on this engagement is to be performed, and the number and nature of the professional staff to be employed in this engagement. If you are sole proprietor, please state this fact.
- (2) Provide a summary of the firm's experiences over the past five (5) years in providing directly relevant services.
- (3) Disclose relationships that have been terminated and the circumstances around such terminations.
- (4) Describe your experience with prevailing wage jobs and ability to meet the applicable rules and regulations governing prevailing wage jobs.

B. *Qualifications and Experience of Key Personnel.*

- (1) Contractor's license and in good standing.
- (2) Identify the person that will be principally responsible for working with MPS and leading this engagement.

C. *References.* Provide three (3) references of clients for whom you have provided a similar scope of services over the past three (3) years. Please include full name, position, telephone number and email address and a description of the engagement.

D. *Insurance Requirements.* MPS will require that the Provider possess certificates of insurance evidencing required coverage and the minimums as indicated below. MPS will require that Provider procure and maintain for the duration of its engagement with MPS insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of work by the Provider, its agents, representatives or employees. It is required that broad coverage include the following:

- (1) Commercial General Liability on an occurrence basis for bodily injury and property damage including products completed operations, personal injury and advertising;
- (2) Automobile Liability for bodily injury and property damage;
- (3) Workers Compensation Insurance as required by the State of California with Statutory Limits, and Employer's Liability;

- (4) And, such other insurance as MPS may reasonably require.
- (5) Given the foregoing requirements, please provide a statement as to the willingness and ability of your firm to provide the required minimums.

E. Conflicts of Interest. Please disclose each of the following:

- (1) Any violations of federal, state or local regulations/laws within the past three (3) years regardless of how resolved;
- (2) All threatened, pending or current disputes (including litigations) and the status of said disputes;
- (3) Arrangements with other firms that may pose a potential conflict of interest to the MPS engagement; any arrangements that are likely to be made in order to deliver upon the MPS engagement; and
- (4) If none of the above apply, provide a statement to that effect.

F. Cost Proposal. Please present a cost proposal based on the scope of the Services identified in this RFP and the site walk. Proposals should include all standard costs associated with providing the services described in the Scope of Work.

- (1) Proposals may include a compensation that includes the hourly rate for each individual who would be assigned to MPS, and a cost by category for all major activities.
- (2) Be clear as to any services that might be typically provided with an engagement such as the one outlined in this RFP and which may fall outside your cost proposal. If there are none, ensure that you make a statement to that effect.
- (3) Please provide an estimated overall cost for the Services based on the information provided in this RFP and the site-walk including taking into account the desired completion timeframe and the prevailing wage requirements set forth herein.
- (4) Provide a description of the warranty provided.

G. Form of Agreement. The successful responder will agree to enter into an agreement substantially similar to AIA Document A104™–2017 Standard Abbreviated Form of Agreement Between Owner and Contractor or another mutually agreeable contract form. Any objections to this form of agreement should be indicated in your response and an alternative agreement should be proposed.

H. Site Visit. MPS expects that interested contractors will visit the site on the date set forth above to understand and define the exact scope of work.

VI. Evaluation of Proposals and Negotiations.

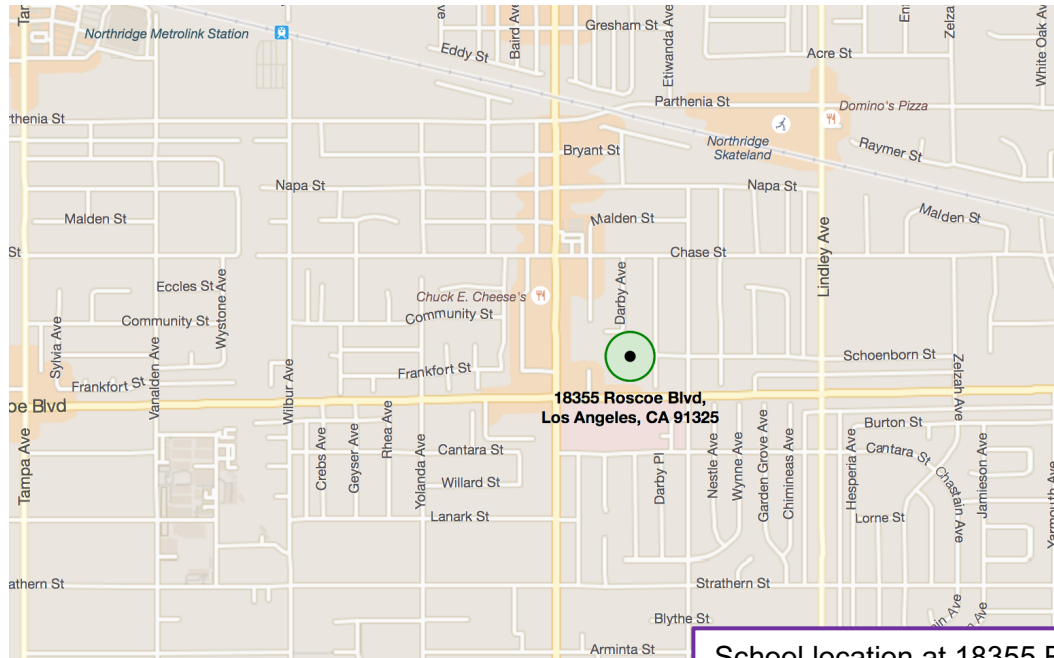
Overall responsiveness made within the response to this RFP are important factors in the overall evaluation process. MPS will select a firm that has the highest suitability for the work with MPS and the ability to meet the stated deadline for completion with a competitive price point.

VII. Award.

MPS reserves the right to reject any and all proposals; to waive any informality in the proposal process; and to accept the proposal that appears to be in its best interests. Further, MPS reserves the right to modify or issue amendments to this RFP and to cancel or reissue this RFP at any time.

End of Request for Proposal

EXHIBIT A MAP OF SCHOOL LOCATION



School location at 18355 Roscoe Blvd

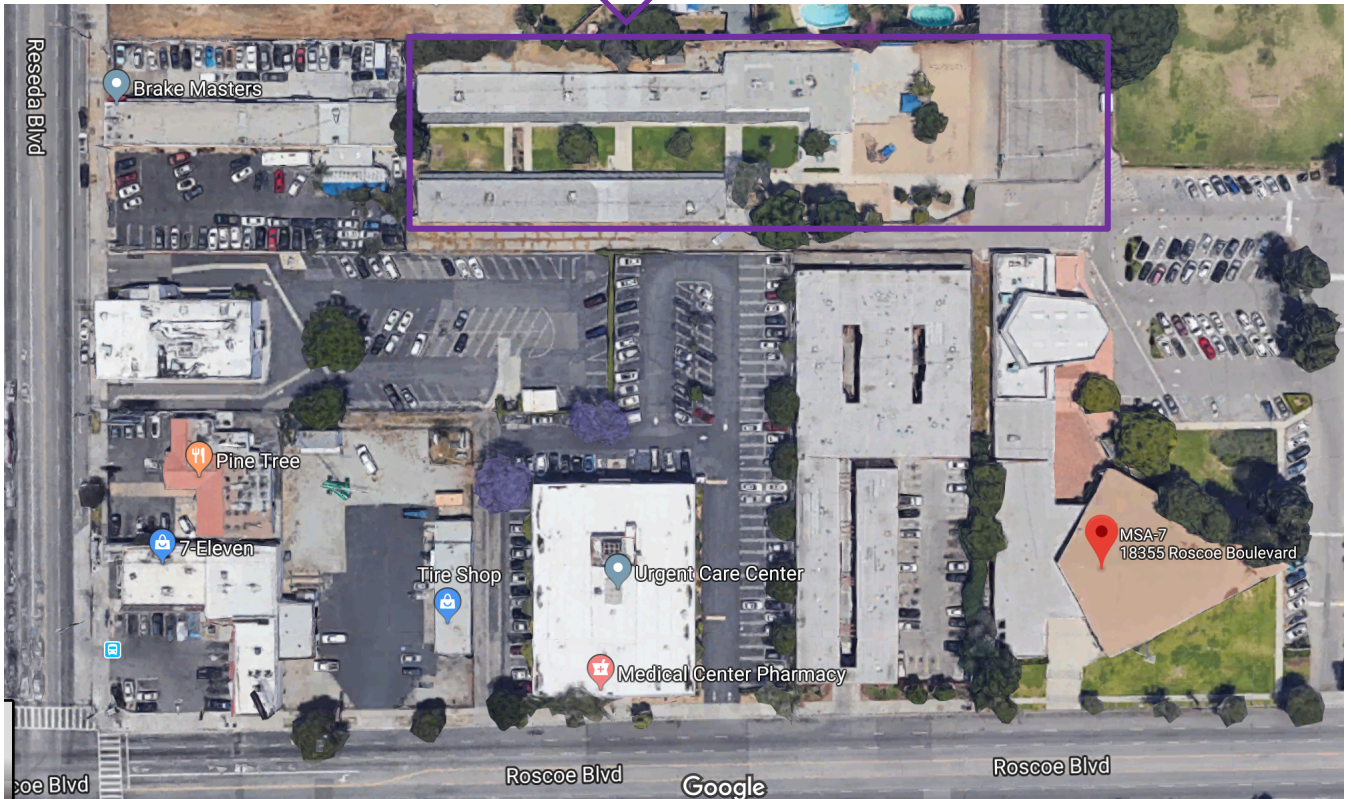
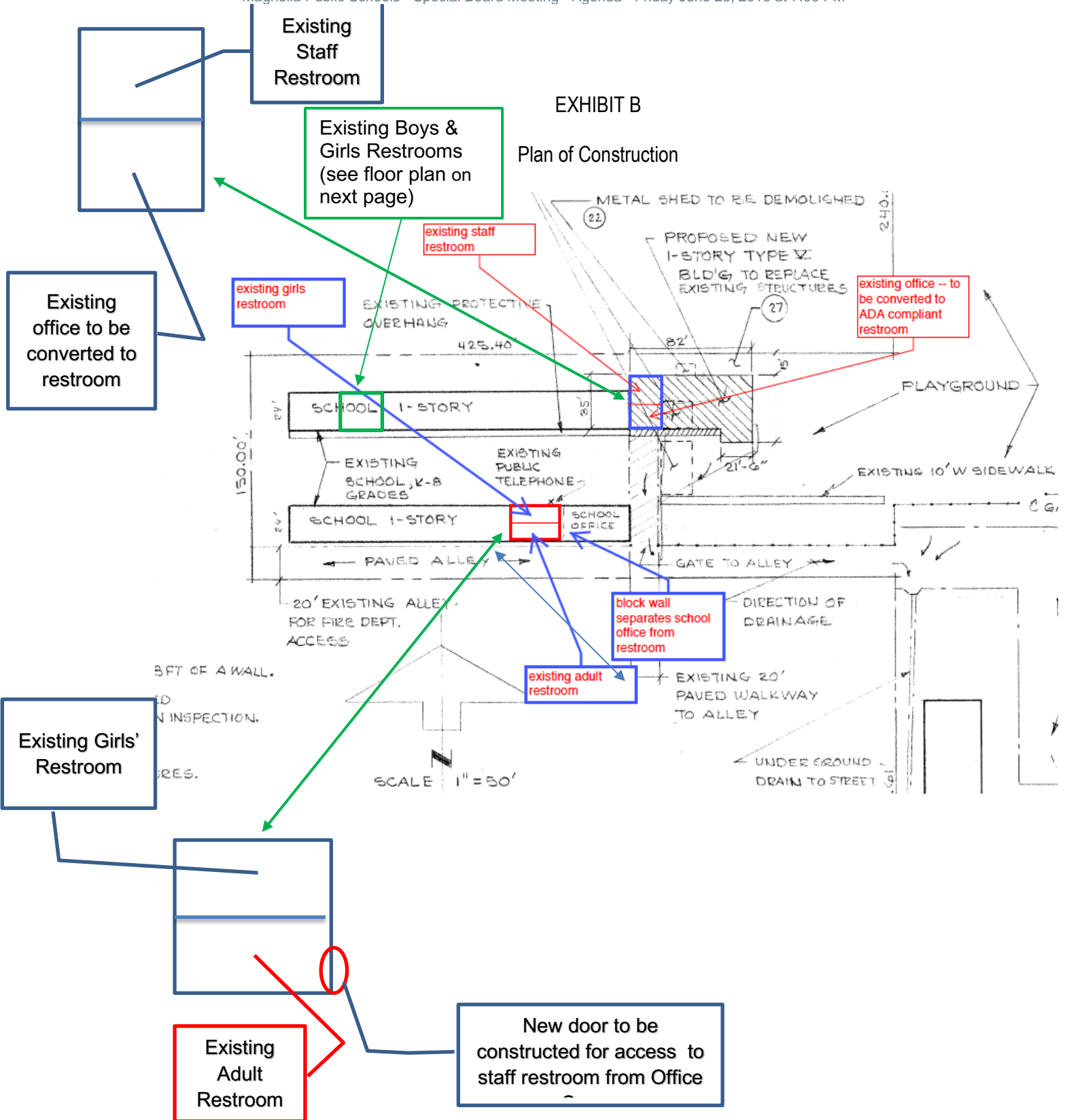


EXHIBIT B

Plan of Construction



Existing office to be converted to restroom

Existing Girls' Restroom

Existing Adult Restroom

New door to be constructed for access to staff restroom from Office

