



Ad Hoc Committee Agenda Item #:	Item III D- Action Item
Date:	June 3, 2019
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools (“ <b>MPS</b> ”) Ad Hoc Committee (the “ <b>Committee</b> ”)
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Patrick Ontiveros, General Counsel & Director of Facilities
RE:	MSA-2 – Fence and Gate Replacement Capital Improvement Project

## I. Proposed Recommendation(s)

Staff recommends that the Ad Hoc Committee approve a capital improvement project at Magnolia Science Academy 2 (“**MSA-2**”) consisting of the installation of a new gate at the entrance of the campus and the removal and repositioning of a fence along MSA-2’s southerly boarder (the “**Project**”) all to be done at a cost of FORTY THREE THOUSAND EIGHT HUNDRED NINETEEN DOLLARS (**\$43,819**) by Los Angeles Unified School District (“**LAUSD**”), the owner of the property at which MSA-2 is co-located. Staff further recommends that the Ad Hoc Committee approve a contingency of FIVE THOUSAND DOLLARS (**\$5,000**) for the Project in the event there are unforeseen conditions that increase the cost.

## II. Background

MSA-2 with an address of 17125 Victory Blvd, Van Nuys is co-located on the Birmingham Community Charter High School campus owned by LAUSD. For safety reasons, MSA-2 desires to make two (2) capital improvements to its campus. First, MSA-2 desires to replace the existing gate manual gate with one with a telecom system so that visitors will not be able to access the campus until they are approved and “buzzed” in. MSA-2 presently pays someone to physically man the gate. If it has a gate with a camera on it, it will save on labor costs. The telecom system will have a camera to allow the front desk to see who is at the gate. Second, MSA-2 desires to follow the recommendations of a recent traffic study and remove and replace the chain link fence along its southerly border. The existing chain link fence extends onto the immediately adjacent sidewalk making it impossible for anyone endeavoring to use that sidewalk as a path of travel. Consequently anyone wishing to walk along the southerly side of the campus, perhaps from the gate at the southwest corner of the campus is forced to walk along a street. See diagram attached as Exhibit A.



LAUSD's quote to provide the work to remove and replace the existing gate is \$31,002.14. See Exhibit B. Its quote to remove and re-position the fence along the southerly border is \$12,816.80. See Exhibit C. The total for both quotes is \$43,819. MPS Staff believes it would be prudent to set aside a contingency of \$5,000 for unforeseen expenses. MPS Staff will confirm that the numbers quoted by LAUSD are still good and that they do not foresee any other expenses. In such event, the project will be brought back to the Committee for further review and approval.

### III. Budget Impacts

MSA-2 proposes to pay for the Project with money from its long term reserves. Such proposed use, including the contingency, will reduce its 2018-19 Second Interim projected long term reserves from \$793,675 to \$744 856.

#### Exhibits (attachments):

- A. Site Diagrams
- B. LAUSD Work Order for Gate
- C. LAUSD Work Order for Fence

Exhibit A

Southerly Sidewalk



Gate Location

Fence Location



Exhibit B

LAUSD Work Order for Gate

(See Following Page)



# INVOICE

## LOS ANGELES UNIFIED SCHOOL DISTRICT

### Maintenance & Operations

333 S. Beaudry Ave., 22<sup>nd</sup> Floor  
 Los Angeles, CA 90017  
 Phone 213-241-1198

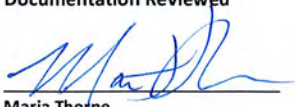
DATE: November 2, 2018  
 INVOICE/WO # 28609625

To: Steven Keskindurk, Principal  
 Magnolia Science Academy #2  
 17125 Victory Blvd.  
 Lake Balboa, CA 91406  
[skeskindurk@magnoliapublicschools.org](mailto:skeskindurk@magnoliapublicschools.org)

Make all checks payable to:  
Los Angeles Unified School District and send to:  
 LAUSD Maintenance & Operations,  
 attn: Ramy Ibrahim  
 333 S. Beaudry Ave., 22<sup>nd</sup> Floor, 22-155  
 Los Angeles, CA 90017

SITE	PAYMENT TERMS	DUE DATE	PREPARED BY:
MAGNOLIA SCIENCE ACADEMY #2	Due on receipt	November 16, 2018	Lance Agdigos

DESCRIPTION		AMOUNT
Work Order #28609625 - Provide a secure entry at the main gate (New AIPhone System with Camera and Modify Existing Gate for New Handle and Lock)		\$31,002.14
	<b>GRAND TOTAL</b>	<b>\$31,002.14</b>

Documentation Reviewed  
  
 Maria Thorpe  
 Complex Project Manager

Date 11/2/18

## **Agdigos, Lawrence**

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**From:** Thorpe, Maria  
**Sent:** Thursday, November 01, 2018 9:16 AM  
**To:** Steven Keskindurk  
**Cc:** Patrick Ontiveros; David Garner; Agdigos, Lawrence  
**Subject:** MAGNOLIA SCI ACAD #2 - P&I AIPHONE ESTIMATE  
**Attachments:** S\_AI MAGNOLIA SCI ACAD WO28609625 PCE.pdf; S\_AI MAGNOLIA SCI ACAD WO28609625 REVIEW.pdf

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Good Morning Steve,

Attached is the estimate to provide a secure entry at the main gate of Magnolia Science Academy 2 @ the Lake Balboa Complex. Please review. If you would like to proceed, please sign on the requester line on the attached estimate. Lance will then send you an official invoice for payment. When the work is complete, we will include the actuals in your quarterly billing statement, and you will be credited for any remaining balance.

Thanks,

*Maria*

**Maria Thorpe**

***Complex Project Manager***

Los Angeles Unified School District  
Facilities Services Division – Maintenance & Operations  
333 South Beaudry Avenue, 22nd Floor  
Los Angeles, California 90017  
Office: (213) 241-0354  
Mobile: (213) 503-5437  
Personal: (626) 676-0273



### Project Cost Estimate

W.O.# 28609625

School Name: MAGNOLIA SCI ACAD  
#2

Complex Name:

Cost Center: 0001846101

Requester Name: Title:

Date of Request: 8/10/18

Date of Estimate: 10/31/18

Phone:

FAX:

#### Description of Work

Description of the Work (includes items to be provided by school, cost saving alternatives, and impact on school operations):  
null.

Original Cost: \_\_\_\_\_  
Additional Funds Needed: \_\_\_\_\_  
**Total Cost: \$31,002.14**

- Estimate includes liability, workman's compensation and motor vehicle insurance.
- All labor is fully warrantied
- Material is factory warrantied
- Final cost may increase due to unforeseen conditions or changes in the scope of work.
- Project will not be scheduled until an estimate form is signed by the site administrator
- All changes to the project which affect the cost will be reviewed on a separate form by the site administrator. The site administrator's approval must be obtained prior to the start of work.
- Estimate includes fringe benefits for employees performing the work. All project costs will be charged to the funding line(s) provided by the site administrator.
- Costs, including fringe benefits, may appear several months after project has been completed. This is due to the accounting system currently in place.

#### School Designated Funding Source

<b>Cost Center</b> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 10 digits	or	<b>WBS (SAP Project)</b> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 10 or 14 digits	and	<b>Program (reqd)</b> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Last 5 digits of Functional Area
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Preparer Signature

Date

Requester Signature

Date

Estimate valid for 30 days from date of preparer's signature.



### Planner Data Entry

WO# 28609625

#### Parent WO#

School Name MAGNOLIA SCI ACAD #2	Requested By	Phone	Reported 8/10/18	Year (*) 19	G/L Account	Cost Center (loc) 0001846101
Loc/Asset S-13667	Bldg Ins ID	Lead Craft EA	Status WREVIEW	Scheduled Dates Start 2/16/19 Finish 5/16/19		

Location Description: BIRMINGHAM SH

**Work Requested - Description:**

P&I CAMERA & PHONE SYSTEM FOR ENTRY GATE. EA- INSTALL CONDUIT AND WIRING FOR NEW AIPHONE SYSTEM WITH CAMERA AT EXISTING ENTRY GATE.  
HG- MODIFY EXISTING GATE FOR NEW HANDLE AND LOCK

Planned or Written By Lawrence Thomas M. <i>[Signature]</i>	Date Planned 10/5/18	Approved By <i>[Signature]</i>	Date 10/31/18
Supervisor's Signature <i>[Signature]</i>	Date 10/5/18	Approved By Others	Date

#### Buyer Line

Cost Center	WBS	IO	Program	Functional Area	Fund
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#### PLANNER USE ONLY - Estimated Labor

Ln	Labor	Craft	Reg Rate	OT Rate	Reg Hrs	OT Hrs	Labor Est
1	OT	EA: Electrician	0.00	59.33	0.00	50.00	2,966.50
2	REG	EA: Electrician	53.69	0.00	50.00	0.00	2,684.50
3	OT	BA: Plaster & Cement Finisher	0.00	53.62	0.00	24.00	1,286.88
4	REG	ZM: Locksmith	48.90	0.00	24.00	0.00	1,173.60
5	REG	HG: Sheet Metal Worker	57.11	0.00	40.00	0.00	2,284.40
6	OT	HC: Compressor & Pneumatic Tool Operator	0.00	48.47	0.00	16.00	775.52
7	REG	FA: Maintenance	40.42	0.00	40.00	0.00	1,616.80

#### Estimated Material

Ln	Type	Craft	Material	Contract	Other	Mileage	Imprest
1	MA	BA Plaster & Cement Finisher	\$500.00				
2	MA	EA Electrician	\$5,500.00				
3	MA	HG Sheet Metal Worker	\$2,000.00				
4	MA	ZM Locksmith	\$1,000.00				
5	MI	BA Plaster & Cement Finisher				\$5.60	
6	MI	EA Electrician				\$33.60	
7	MI	FA Maintenance				\$11.20	
8	MI	HG Sheet Metal Worker				\$16.80	
9	MI	ZM Locksmith				\$33.60	

HOURS:	244.00	CONTRACT:		Indirect Labor Charge:	\$4,009.00
LABOR:	\$12,788.20	MILEAGE:	\$100.80	Non-Prod Labor Charge:	\$4,114.14
MATERIALS:	\$9,000.00	IMPREST:		Indirect Material Charge:	\$990.00
OTHER:		SUB TOTAL:	\$21,889.00	(***) TOTAL:	\$31,002.14

\* Fiscal Year when W.O. was changed to FUNDED or later status, else if not yet funded, current fiscal year. Post-funded W.O. statuses assumed to include FUNDED, INPRG, FCOMP, COMP, WINSP, PCOMP, REWORK, SCH, or CLOSE.

\*\*\* Total = Sub Total + Indirect Labor (Reg and OT) + Non-Productive Labor (Reg and OT) + Indirect Material





Exhibit C

LAUSD Work Order for Fence

(see following pages)





### Project Cost Estimate

W.O.# 29049368

School Name: MAGNOLIA SCI ACAD  
#2

Complex Name:

Cost Center: 0001846101

Requester Name: Title:

Date of Request: 1/11/19

Date of Estimate: 3/12/19

Phone:

FAX:

#### Description of Work

Description of the Work (includes items to be provided by school, cost saving alternatives, and impact on school operations):  
null.

Original Cost: \_\_\_\_\_

Additional Funds Needed: \_\_\_\_\_

**Total Cost: \$12,816.80**

- Estimate includes liability, workman's compensation and motor vehicle insurance.
- All labor is fully warrantied
- Material is factory warrantied
- Final cost may increase due to unforeseen conditions or changes in the scope of work.
- Project will not be scheduled until an estimate form is signed by the site administrator
- All changes to the project which affect the cost will be reviewed on a separate form by the site administrator. The site administrator's approval must be obtained prior to the start of work.
- Estimate includes fringe benefits for employees performing the work. All project costs will be charged to the funding line(s) provided by the site administrator.
- Costs, including fringe benefits, may appear several months after project has been completed. This is due to the accounting system currently in place.

#### School Designated Funding Source

Cost Center

or

WBS (SAP Project)

and

Program (reqd)

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10 digits

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10 or 14 digits

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Last 5 digits of Functional Area

Preparer Signature

Date

Requester Signature

Date

Estimate valid for 30 days from date of preparer's signature.



### Planner Data Entry

WO# 29049368

Parent WO#

School Name MAGNOLIA SCI ACAD #2	Requested By Steve Keskinturk	Phone	Reported 1/11/19	Year (*) 19	G/L Account	Cost Center (loc) 0001846101
Loc/Asset S-13667	Bldg Ins ID	Lead Craft HW	Status WREVIEW	Scheduled Dates Start 7/14/19 Finish 10/14/19		

Location Description: BIRMINGHAM SH

Work Requested - Description:  
REMOVE & REPLACE 110' OF 8' FENCE.

- HC - Saw cut and breakout for new fence posts
- FA - Assist HC auger holes for new fence posts
- HW - Set new fence post and hang new chain link fabric
- HC - Break out around old fence post cut below surface.
- FA - Patch holes from old fence posts.
- FA - Assist welder as needed.

Planned or Written By Pinter, Robert James	Date Planned 3/6/19	Approved By <i>W. P. U.</i>	Date 3/12/19
Supervisor's Signature <i>[Signature]</i>	Date 3/6/19	Approved By Others <i>[Signature]</i>	Date 3/12/19

Buyer Line							
Cost Center	WBS	IO	Program	Functional Area	Fund		
PLANNER USE ONLY - Estimated Labor							
Ln	Labor	Craft	Reg Rate	OT Rate	Reg Hrs	OT Hrs	Labor Est
1	REG	HC: Compressor & Pneumatic Tool Operator	45.69	0.00	32.00	0.00	1,462.08
2	REG	HW: WELDER	54.64	0.00	16.00	0.00	874.24
3	REG	FA: Maintenance	40.42	0.00	80.00	0.00	3,233.60
Estimated Material							
Ln	Type	Craft	Material	Contract	Other	Mileage	Imprest
1	MA	HW WELDER	\$3,342.99				

HOURS:	128.00	CONTRACT:		Indirect Labor Charge:	\$1,754.72
LABOR:	\$5,569.92	MILEAGE:		Non-Prod Labor Charge:	\$1,781.44
MATERIALS:	\$3,342.99	IMPREST:		Indirect Material Charge:	\$367.73
OTHER:		SUB TOTAL:	\$8,912.91	(***) TOTAL:	\$12,816.80

\* Fiscal Year when W.O. was changed to FUNDED or later status, else if not yet funded, current fiscal year. Post-funded W.O. statuses assumed to include FUNDED, INPRG, FCOMP, COMP, WINSP, PCOMP, REWORK, SCH, or CLOSE.

\*\*\* Total = Sub Total + Indirect Labor (Reg and OT) + Non-Productive Labor (Reg and OT) + Indirect Material