



Board Agenda Item #:	III.C.
Date:	May 23, 2018
To:	Magnolia Board of Directors
From:	Caprice Young, Ed.D., CEO & Superintendent
Staff Lead:	Patrick Ontiveros, General Counsel & Director of Facilities
RE:	2018 Summer Capital Improvements for Magnolia Science Academy 7 (REVISED)

I. Proposed Recommendation(s)

Staff recommends that the full Board of Directors of MPS approve the summer capital improvement project described herein for MSA7. The Facility Committee considered the requested approval at the Facility Committee meeting held on Monday, May 21, 2018. Subject to providing additional information for consideration by the full Board, the Facility Committee stated it would recommend approval.

II. Background

A. The Lease

MSA7 is located at 18355 Roscoe Boulevard in Northridge. It leases space at that location from the First Lutheran Church of Northridge. MSA7 entered into the lease as of December 1, 2011 with an initial term running from December 1, 2012 to July 31, 2017. The lease contains two five year renewal options. The first renewal option has been exercised such that the current term expires on July 31, 2022. The second renewal option, if exercised, would extend the lease until July 31, 2017. Exhibit A shows the location of MSA7 on a map.

B. The Space

The space consists of two one story buildings that previously housed a private school run by the church. The total square footage of the buildings is approximately 22,000 square feet. The facilities are quite old – each building has a certificate of occupancy dating from 1969. One of the two buildings has a certificate of occupancy for an addition to the building dating from 1988. As one might expect, over time the pavement has deteriorated from routine wear and tear as well as tree roots disturbing the paved walkways. As a consequence, over time many tripping hazards have developed because of the uneven surfaces. See pictures attached as Exhibit B.



C. Charter School Facility Incentive Grant (CSFIG) – Source of Funds

MSA7 is the recipient of a Charter School Facility Incentive Grant (“CSFIG”). “[T]he State Charter School Facilities Incentive Grants Program is a federal grant program, administered through the California School Finance Authority, designed to assist high-performing charter schools with rent, lease, debt service, and Proposition 39 pro-rata payments or costs related to purchase, acquisition, design, new construction, and renovation.” This is an annual program. MPS applied on behalf of MSA7 in 2016 and was awarded a grant in that same year. It received a three year award of **\$414,975**. See attached Exhibit C. The school was and is required to spend **\$138,325** by June 30th of 2017, 2018 and 2019. Because it is a grant and there is no obligation to repay the money, MSA7 would like to make use of the grant money that needs to be spent by June 30, 2018 in order to make sorely needed site improvements. The first **\$138,325**, required to be spent by June 30, 2017, was not used and therefore forfeited. The strategy is to exhaust the second tranche of **\$138,325** that expires on June 30, 2018 and then use the next tranche of **\$138,325** that expires on June 30, 2019 to complete other site improvement which are not described herein but will be brought to the Board for approval at the June Board meeting. CSFIG is both a grant and reimbursement program. In other words, MSA7 will have to pay for the improvements first and then seek reimbursement under the program.

D. Procurement Process

A Request for Proposals (“RFP”) was issued to multiple contractors specializing in pavement work who were referred to us by general contractors. The RFP was also posted on MPS and MSA7’s websites. A copy of the RFP is attached as Exhibit D.

The requirements of CSFIG were included as a requirement (for example, adherence to Davis-Bacon requirements to pay prevailing wage) in the RFP.

Two (2) contractors walked the site to better understand the scope. One contractor submitted a bid. The one submitted bid is for **\$169,468**. The bidder, Asphalt Fabric & Engineering, Inc., is willing to segment the work so that MSA7 is only charged **\$138,325** before June 30th and the balance afterward. A pictorial representation of the work to be done is attached as Exhibit E. The new rubble play surface will be part of the scope that is deferred until after June 30th.

AFE does 90% of its work with public agencies and therefore is well aware of the requirements of the Davis Bacon Act and can comply with it.

III. Budget Impacts

The project, because it will be funded with CSFIG grant funds will not have an impact on the MSA7’s finances or reserves. MSA7 will have to pay for the improvements and then will seek reimbursement under the CSFIG program.



IV. Recommendation

Staff recommends to the Magnolia Board of Directors that it approve the summer 2018 MSA7 capital improvement plan described herein because it will reduce the chance of slip and fall accidents on the campus, thereby reducing MSA7 and MPS's liability exposure, and it will result in a more accessible (and attractive) campus.

Exhibits:

- A. Location of MSA7
- B. Pictures of Site Conditions at MSA-7
- C. Schedule of CSFIG Award Recipients
- D. Request for Proposals
- E. Overview of Summer 2018 Capital Improvements



Exhibit A

MSA7 Location

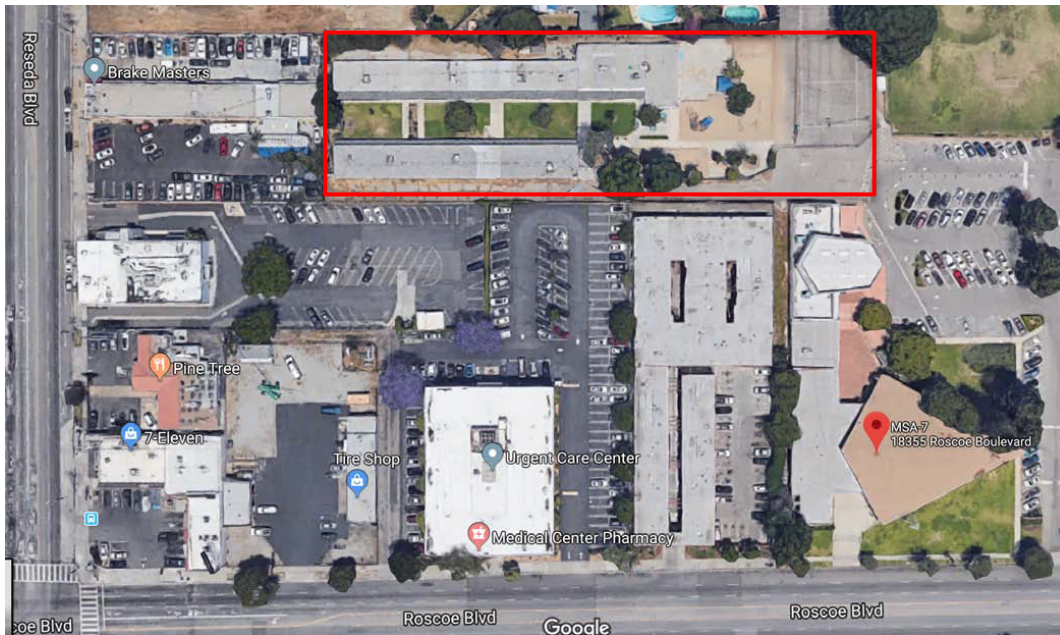
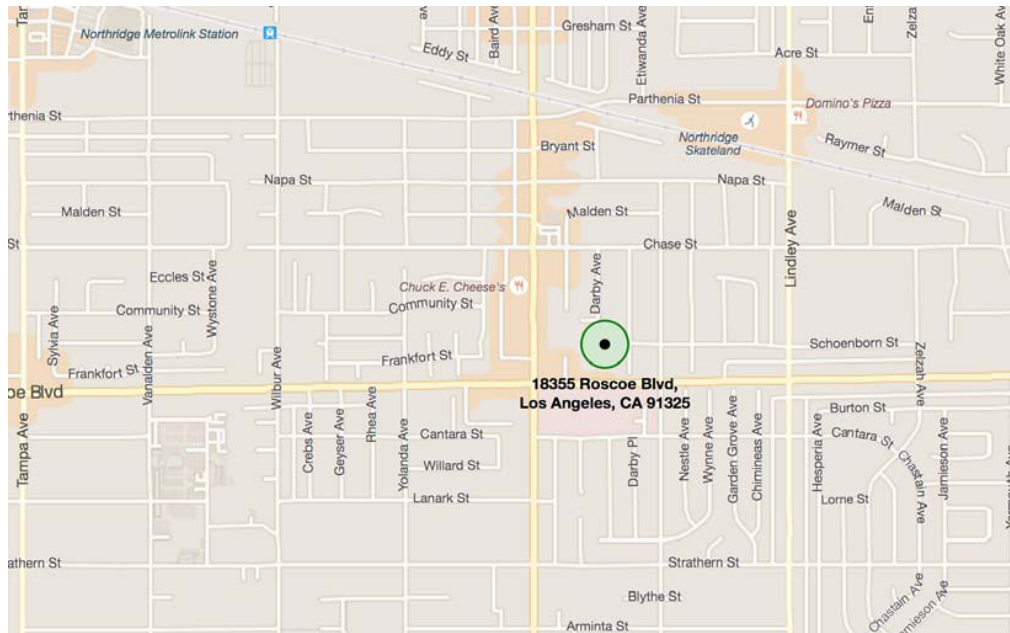


Exhibit B

Pictures of Site Conditions at MSA7



Exhibit B
Pictures of Site Conditions at MSA7





Exhibit C

CSFIG Awards Recipients

(see following pages)

No.	Name of Charter School	CDS	Total Preference Points	Use of funds	TOTAL Project Cost	Annual Award	Total 3-Year Award	Balance
1	Aspire East Palo Alto Charter	41689996114953	110.00	New Construction	\$1,300,000.00	\$325,000.00	\$975,000.00	\$18,525,000.00
2	Downtown College Preparatory	43696664330585	110.00	New Construction	\$1,321,102.00	\$330,275.50	\$990,826.50	\$17,534,173.50
3	Extera Public	19647330124198	110.00	Prop 39/District	\$221,961.07	\$166,470.80	\$499,412.41	\$17,034,761.09
4	KIPP San Francisco College Preparatory	38684780127530	106.00	Prop 39/District	\$87,444.00	\$65,583.00	\$196,749.00	\$16,838,012.09
5	Extera Public School No. 2	19647330128132	100.00	Prop 39/District	\$154,455.11	\$115,841.33	\$347,524.00	\$16,490,488.10
6	Alpha- Blanca Alvarado Middle	43693690125526	98.00	Prop 39/District	\$332,606.12	\$249,454.59	\$748,363.77	\$15,742,124.33
7	Magnolia Science Academy 7	19647330117655	98.00	New Construction	\$553,300.00	\$138,325.00	\$414,975.00	\$15,327,149.33
8	Animo Mae Jemison Charter Middle	19647330129270	97.50	Rent/Lease	\$495,000.00	\$15,067.50	\$45,202.50	\$15,281,946.83
9	Aspire Titan Academy	19647330120477	97.50	Rent/Lease	\$411,296.10	\$7,050.00	\$21,150.00	\$15,260,796.83
10	Everest Value	19647330129858	97.00	Rent/Lease	\$264,192.00	\$4,875.00	\$14,625.00	\$15,246,171.83
11	Woodward Leadership Academy	36678760126714	96.00	Purchase	\$1,700,000.00	\$94,000.00	\$282,000.00	\$14,964,171.83
12	Animo South Los Angeles Charter	19647330102434	95.50	Rent/Lease	\$602,709.96	\$9,749.97	\$29,249.91	\$14,934,921.92
13	Magnolia Science Academy 1	19647336119945	95.50	CPR	\$9,873,800.00	\$500,000.00	\$1,500,000.00	\$13,434,921.92
14	Epic Charter	01612590129403	95.00	Rent/Lease	\$763,000.00	\$10,072.50	\$30,217.50	\$13,404,704.42
15	Aspire Golden State College Preparatory Academy	01612590118224	94.00	Rent/Lease	\$703,851.48	\$21,772.50	\$65,317.50	\$13,339,386.92
16	Ararat Charter	19647330121079	92.00	Prop 39/District	\$67,277.48	\$50,458.11	\$151,374.33	\$13,188,012.59
17	Aspire Capitol Heights Academy	34674390102343	90.00	New Construction	\$800,000.00	\$200,000.00	\$600,000.00	\$12,588,012.59



Exhibit D

Request for Proposals
(see following pages)



MAGNOLIA PUBLIC SCHOOLS

Request for Proposal to Provide
Pavement and Asphalt Repair Services for
Magnolia Science Academy 7

Due Date:

May 10, 2018

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 pavement and asphalt contractor to repair certain portions of its MSA 7's campus.

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:

- Make pavement and asphalt improvements to MSA 7's campus to improve the overall path of travel and eliminate tripping hazards. Examples of the state of the pavement and asphalt at the campus are shown on Exhibit B.

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
Tuesday, May 1, 2018	Issue RFP

Date	Description
Friday, May 4, 2018 and Tuesday, May 8, 2018	MSA7 Site Visits for Interested Vendors
Thursday, May 10, 2018	Proposal Responses Due
Friday, May 11, 2018	Selection of Service Provider
Week of May 14, 2018	Contract Agreement Recommendation and Board Approval
June 30, 2018	Completion of Services

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 Thursday, May 10, 2018*** 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.

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) NOTE THAT THE SOURCE OF FUNDS FOR THIS PROJECT, THE CHARTER SCHOOL FACILITY INCENTIVE GRANT (CSFIG) REQUIRES THAT THIS PROJECT COMPLY WITH PREVAILING WAGE REQUIREMENTS. PLEASE CONFIRM IN YOUR RESPONSE THAT YOU WILL MEET ALL REQUIREMENTS REQUIRED FOR PREVAILING WAGE JOBS AND WILL PROVIDE ANY AND ALL EVIDENCE MPS MAY REQUIRE TO MEET THIS REQUIREMENT

G. Form of Agreement. The successful responder will agree to enter into an agreement substantially similar to AIA Document A105™-2017 Standard Short Form of Agreement Between Owner and Contractor or another mutually agreeable contract form.

vi. Evaluation of Proposals and Negotiations.

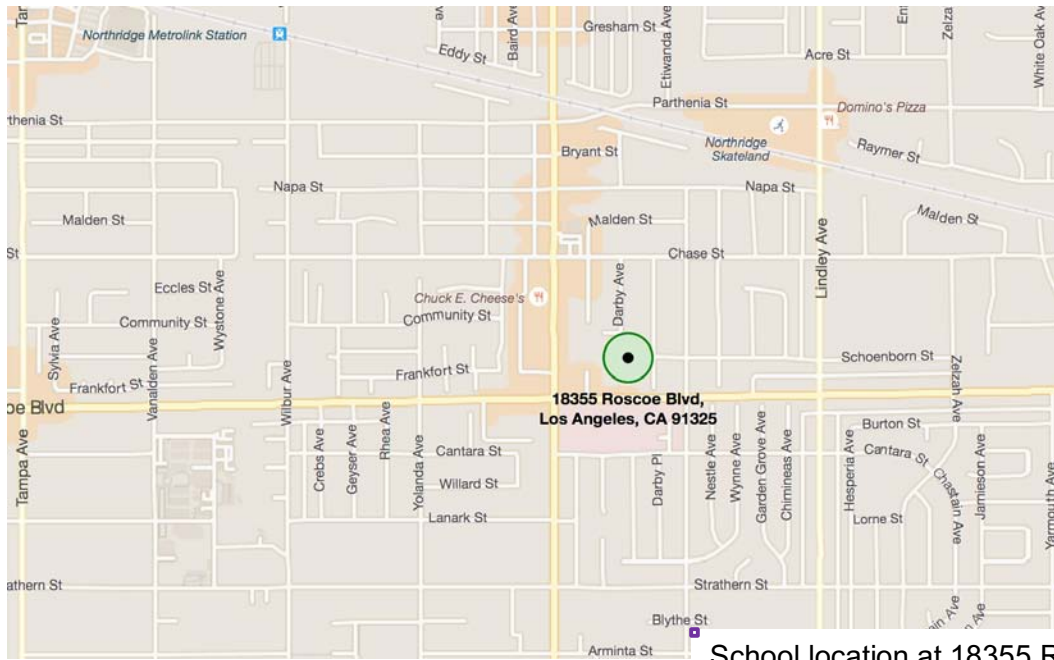
Overall responsiveness made within the response to this RFP are important factors in the overall evaluation process. MPS will select a firm that has the highest suitability for the work with MPS and the ability to meet the June 30, 2018 deadline for completion.

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.

End of Request for Proposal

EXHIBIT A
MAP OF SCHOOL LOCATION



School location at 18355 Roscoe Blvd

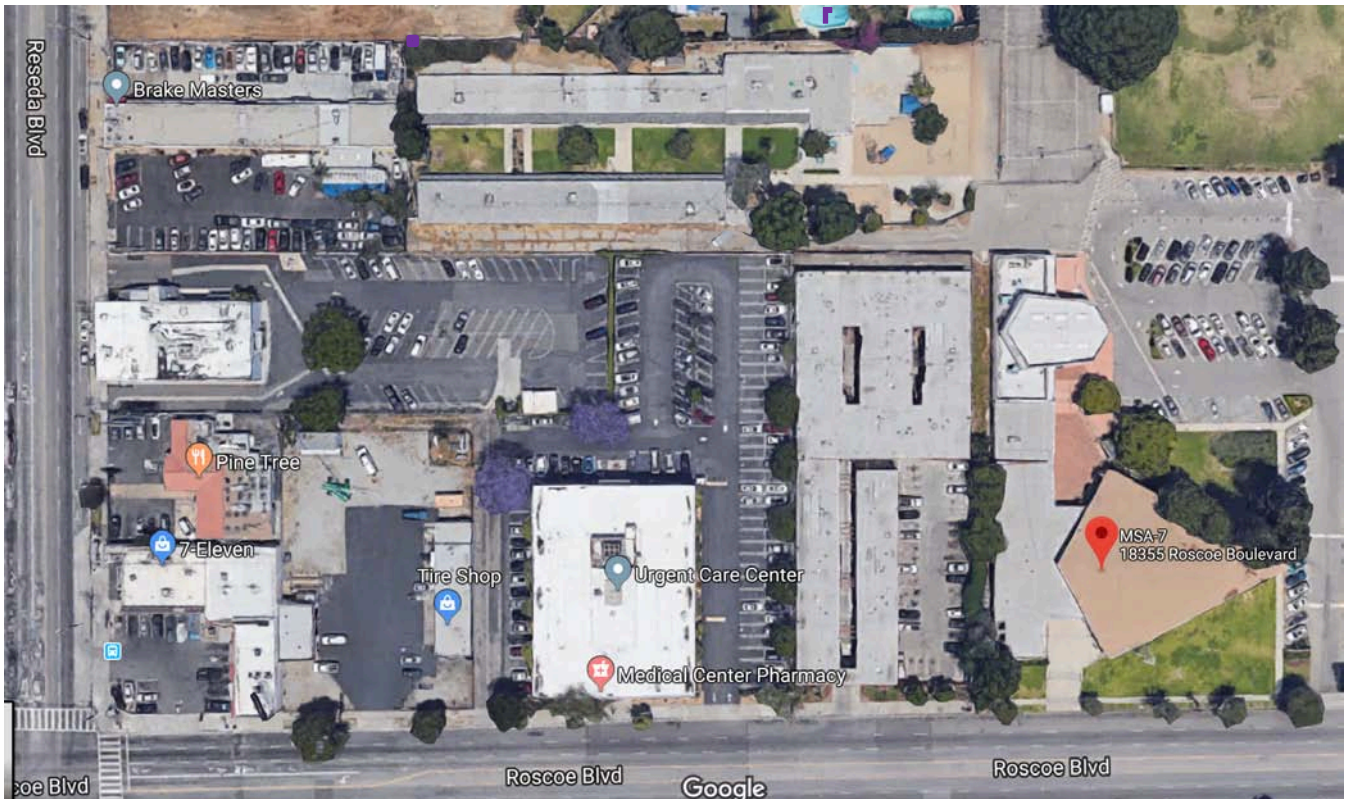


EXHIBIT B

PAVEMENT AND ASPHALT IMPROVEMENTS NEEDED
(EXAMPLE OF STATE OF FACILITIES)

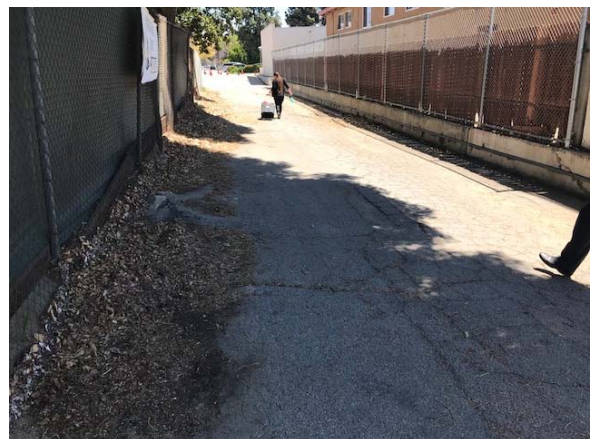


EXHIBIT B

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(EXAMPLE OF STATE OF FACILITIES)



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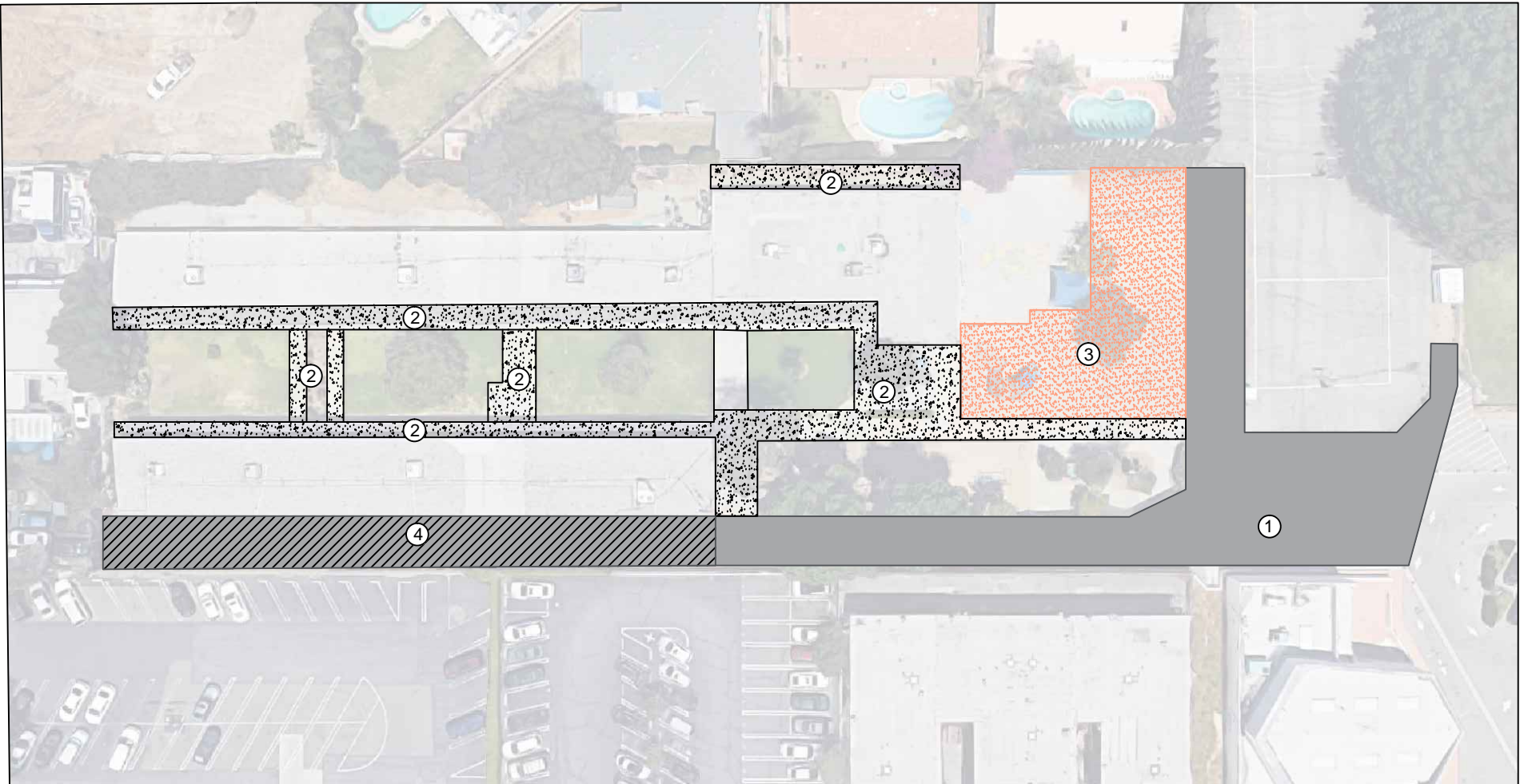




Exhibit E

Overview of MSA-7 2018 Summer Capital Improvements – Pavement Work

(see following page)



Layout Notes:

- ① Asphalt pavement: ± 10,435 sf
- ② Concrete pavement: ± 9,000 sf
- ③ Rubber play surface: ± 5,205 sf
- ④ Option for additional asphalt: ± 4,415 sf



Project Name:
 Magnolia Science Academy 7
 Pavement & Asphalt Repair Services
 18355 Roscoe Blvd.
 Northridge, Ca 91325

Sheet Title:
 Color
 Rendering

Date: 5/9/18
 Drawn By: RML
 Project No: -
 Scale: 1" = 60'-0"
 Issue: Review
 Sheet Number:
1