

APPROVED



**MAGNOLIA**  
EDUCATIONAL & RESEARCH  
**FOUNDATION**

## Magnolia Public Schools

### Minutes

#### Ad-Hoc (Facility) Committee Meeting

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**Date and Time**

Monday June 3, 2019 at 5:30 PM

**Location**

MPS Home Office: 250 E. 1st St. Ste. 1500 Los Angeles, CA 90012

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**MPS Ad-Hoc Committee Members:**

Mrs. Charlotte Brimmer, Chair

Dr. Umit Yapanel

Mr. Haim Beliak

Dr. Salih Dikbas

Dr. Saken Sherkhanov (Alternate)

**CEO & Superintendent:**

Mr. Alfredo Rubalcava

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**Committee Members Present**

C. Brimmer, H. Beliak, S. Sherkhanov

**Committee Members Absent**

S. Dikbas, U. Yapanel

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**I. Opening Items****A.**

### **Call the Meeting to Order**

C. Brimmer called a meeting of the Ad-Hoc Committee of Magnolia Public Schools to order on Monday Jun 3, 2019 at 6:05 PM.

### **B. Record Attendance and Guests**

Please refer to attendance details stated above. S. Sherkhanov joined as an alternate committee member.

### **C. Pledge of Allegiance**

B. Torres, Board Secretary, led the Pledge of Allegiance.

### **D. Public Comments**

There were no public comments.

### **E. Approval of Agenda**

C. Brimmer made a motion to approve the agenda.

S. Sherkhanov seconded the motion.

The committee **VOTED** unanimously to approve the motion.

## **II. Closed Session**

### **A. Public Announcement of Closed Session**

C. Brimmer, Committee Chair, announced that committee members would go into Closed Session to discuss one potential litigation matter with legal counsel and would report any actions taken in Open Session.

### **B. Conference with Legal Counsel- Potential Litigation- 1 Matter**

Committee Members discussed this item in Closed Session.

### **C. Report Out From Closed Session**

C. Brimmer, Committee Chair, announced in Open Session that no actions were taken in Closed Session.

## **III. Action Items**

### **A. Approval of MSA-1 Owner Change Orders No. 6 and No. 7**

P. Ontiveros, MPS Facilities Director and General Counsel, explained to committee members the need for change orders 6 and 7 for the MSA-1 new construction project. He explained which items were attached to the report and told the committee members he would provide the soil study as requested. P. Ontiveros addressed the questions from the Committee Members.

H. Beliak made a motion to approve change orders 6 and 7 presented by Oltmans Construction Co. ("Oltmans") for the new construction project for the benefit of MSA-1 at 18220 Sherman Way (the "Project").

S. Sherkhanov seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**B. Approval of MSA-1 FF&E Order**

P. Ontiveros, MPS General Counsel and Facilities Director, explained the MSA-1 Furniture Fixtures & Equipment Procurement item. He went over the RFP process he conducted and how he contacted potential vendors. P. Ontiveros also explained how the evaluation committee worked together to decide what items to purchase. Committee Members told staff to keep a close look on the items being purchased to make sure MSA-1 is getting the best prices.

C. Brimmer made a motion to approve Hertz Furniture ("Hertz") as the vendor to provide furniture fixtures and equipment ("FF&E") for the new building being constructed at 18220 Sherman Way for the benefit of MSA-1 (the "Project") and award a contract for the purchase of the FF&E to Hertz.

H. Beliak seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**C. Selection of Contractor for Removal & Replacement of Existing Play Surface at MSA-7 and of Contract**

P. Ontiveros, MPS General Counsel and Facilities Director, briefly explained the need to replace the MSA-7 Play Surface and addressed Committee Member questions.

H. Beliak made a motion to approve the replacement of the play surfaces at Magnolia Science Academy 7 Northridge (the "Project") and that Great Western Recreation be awarded the contract for said scope of work.

C. Brimmer seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**D. Approval of MSA-2 Work Order by LAUSD to Make Changes to the Fence and Install a New Gate**

P. Ontiveros, MPS General Counsel and Facilities Director, informed the board about the approval regarding the fence at MSA-2. He explained where the fence would be placed and why it has become a safety concern. He also stated that the video feature is not something that is recording, it is only for the person monitoring the door to be able to see who is at the door before letting them in.

C. Brimmer made a motion to 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.

H. Beliak seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**E. Approval of Prop 39 LED Lighting Contract for MSA 2**

P. Ontiveros, MPS General Counsel and Facilities Director, explained the details of this items approval to Committee Members and addressed all questions.

C. Brimmer made a motion to approve the lighting upgrade project (the "Project") at Magnolia Science Academy 2 ("MSA-2") at a cost of Twenty Thousand Four Hundred Seventy Two Dollars (\$20,472) to be paid for with the school's Prop 39 award from the State of California Energy Commission and that ReGreen, Inc. be awarded the contract for said scope of work.

H. Beliak seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**F. Approval of MSA 1 Dry Erase Paint Change Order**

P. Ontiveros, MPS General Counsel and Facilities Director, informed Committee Members that this cost would place the school's budget in a deficit but there would be savings in the energy cost. He went over the budget implications and payment details. P. Ontiveros, addressed Committee Member questions.

H. Beliak made a motion to approve the lighting upgrade project (the "Project") at Magnolia Science Academy 2 ("MSA-2") at a cost of Twenty Thousand Four Hundred Seventy Two Dollars (\$20,472) to be paid for with the school's Prop 39 award from the State of California Energy Commission and that ReGreen, Inc. be awarded the contract for said scope of work.

C. Brimmer seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**IV. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:29 PM.

Respectfully Submitted,  
C. Brimmer