



Three Rivers Charter School

Special Board Meeting

Date and Time

Monday January 30, 2023 at 5:30 PM PST

Location

This Board Meeting is being held in person at Three Rivers Charter School 1211 Del Mar Dr., Fort Bragg, CA, in the Jr. High Classroom.

Meeting attendees may also join virtually using the Google Meet link provided.

Google Meet joining info:

Video call link: <https://meet.google.com/soy-aovd-dog>

Or dial: (US) +1 361-384-6834 PIN: 508 832 702#

This Board Meeting is being held in person at Three Rivers Charter School in the Jr. High Classroom. Meeting attendees may also join virtually using the Zoom link provided.

The agenda provides any citizen an opportunity to directly address the Board under the section entitled "Community Comment" on any item under the subject matter jurisdiction of the Board that is not on the agenda. The Public will be provided an opportunity to address the Board on agenda items before or during the Board's deliberation. Each public member will have 3 minutes for comment. Members attending virtually who wish to comment may use the "raise hand" option.

To request a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting, please submit your request in writing to the School Director or Board President at least 10 days before the scheduled meeting date. In compliance with Government Code section 54954.2(a) Three Rivers Charter School will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C.

Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact the school at (707) 964-1128 at least 72 hours prior to the meeting. The Board reserves the right to mute or remove a member of the public for inappropriate behavior which is disruptive.

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
Opening items			
A. Call the Meeting to Order		Jade Tippett	1 m
B. Record Attendance and Guests		Jaime Ries	2 m
C. Changes to the Agenda?	Discuss	Jade Tippett	2 m
II. Community Comment			5:35 PM
A. Community Comment	Discuss	Jade Tippett	10 m
Each person wanting to speak may have 3 minutes to make their statements. The Board will not comment unless it is to quickly clarify a procedure, process or policy.			
III. Discussion and Action Items			5:45 PM
Topics for discussion and possible actions.			
A. Consider Approval of Proposal from Build Analysis	Vote	Kim Morgan	15 m
Discuss and consider approval of Proposed Scope of Work and Invoice Schedule from Build Analysis for TRCS Facility Improvement Project.			
IV. Closing Items			6:00 PM
A. Adjourn Meeting	FYI	Jade Tippett	1 m

Coversheet

Consider Approval of Proposal from Build Analysis

Section: III. Discussion and Action Items
Item: A. Consider Approval of Proposal from Build Analysis
Purpose: Vote
Submitted by:
Related Material: TRCS (Fort Bragg) - Proposed Scope of Work (Build Analysis).pdf

TRCS (FORT BRAGG) - IMPROVEMENTS
PROPOSED SCOPE OF WORK



PRE-CONSTRUCTION	START	FINISH	INCLUDED
<u>Design / Plan Check / Permits</u>			
Architectural Services RFP, Site Walk & Selection (Procurement)	2/15/2023	3/8/2023	✓
Architect Selected - <i>Targeted Milestone</i>	3/8/2023	3/8/2023	✓
Architectural Design (Coordination only)	3/8/2023	3/29/2023	✓
Plan Check First Submittal w/ Architect - <i>Targeted Milestone</i>	3/29/2023	3/29/2023	✓
Plan Check Review Comments (Coordination only)	3/29/2023	4/12/2023	✓
Construction Permit - <i>Targeted Milestone</i>	4/12/2023	4/12/2023	✓
Construction Budget & Schedule (Scope Updates)	3/29/2023	4/12/2023	✓
Contractor RFP, Site Walk & Coordination (Procurement)	4/12/2023	5/10/2023	✓
Bid Review and Leveling of Contractor Proposals	5/10/2023	5/24/2023	✓
Contractor Recommendation & Contract Review	5/24/2023	6/9/2023	✓
Contractor Notice to Proceed - <i>Targeted Milestone</i>	6/9/2023	6/9/2023	✓

Pre-Con Services	\$	10,200.00
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CONSTRUCTION SCHEDULE	START	FINISH	INCLUDED
Phase 1A: Summer Break 2023 - Construction Coordination	6/12/2023	8/11/2023	✓
<i>RFIs, Coordination, Change Order Reviews, Insurance Logs, OAC Meetings, Phase Close-Out</i>			✓
<i>Contractor Payment Application Review for Disbursement</i>			✓
<i>Site Inspections & Report Development up to (4)</i>			✓
Phase 1B: Winter Break 2023 - Construction Coordination	12/18/2023	12/29/2023	✓
<i>RFIs, Coordination, Change Order Reviews, Insurance Logs, OAC Meetings, Phase Close-Out</i>			✓
<i>Contractor Payment Application Review for Disbursement</i>			✓
<i>Site Inspections & Report Development up to (2)</i>			✓
Phase 2A: Summer Break 2024 - Construction Coordination	6/11/2024	8/11/2024	✓
<i>RFIs, Coordination, Change Order Reviews, Insurance Logs, OAC Meetings, Phase Close-Out</i>			✓
<i>Contractor Payment Application Review for Disbursement</i>			✓
<i>Site Inspections & Report Development up to (4)</i>			✓
Phase 2B: Winter Break 2024 - Construction Coordination	12/17/2024	12/28/2024	✓
<i>RFIs, Coordination, Change Order Reviews, Insurance Logs, OAC Meetings, Phase Close-Out</i>			✓
<i>Contractor Payment Application Review for Disbursement</i>			✓
<i>Site Inspections & Report Development up to (2)</i>			✓

Construction Support	\$	20,700.00
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Grand Total	\$	30,900.00
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Proposed Billing Schedule	Invoice Date	Total Invoice
Precon Invoice 01 (Retainer)	2/15/2023	\$ 2,550
Precon Invoice 02	3/31/2023	\$ 2,550
Precon Invoice 03	4/30/2023	\$ 2,550
Precon Invoice 04	5/31/2023	\$ 2,550
Construction Support Invoice 01 - Phase 1A	7/12/2023	\$ 3,750
Construction Support Invoice 02 - Phase 1A	8/18/2023	\$ 3,750
Construction Support Invoice 03 - Phase 1B	12/29/2023	\$ 2,800
Construction Support Invoice 04 - Phase 2A	7/11/2024	\$ 3,800
Construction Support Invoice 05 - Phase 2A	8/17/2024	\$ 3,800
<i>Construction Support Invoice 06 - Phase 2B (Allowance - Deduct if not required)</i>	<i>12/28/2024</i>	<i>\$ 2,800</i>

Total Pre-Con & Construction Support Services	\$	30,900
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