



## School District

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### Superintendent

Dr. Carrie Andrews

Date: October 30, 2020

To: Dr. Carrie Andrews, Superintendent

From: Penny Timboe, Chief Financial Officer

Re: Award Program Management Contract to RGM Kramer Inc. for Services Related to Measure R Bond Projects

Background: The District recently sent out a Request for Qualification (RFQ) for Construction and Program Management Services pending the approval of Measure R. Two responses to the RFQ were submitted and a committee was formed to review those submittals and select the firm to provide services. The committee selected RGM Kramer Inc. to provide Program and Construction Management services for the District's Measure R construction program. Under the program management contract, RGM Kramer provides the manpower and expertise to implement program management controls, develop and manage the program budget, forecast costs, track costs, develop program and project schedules and budgets, provide design management, vendor management, invoice management, CEQA process management, labor compliance management, contractor prequalification, public utility contract coordination, board coordination and presentations, bond oversight committee management and assist the District with public relations. These efforts will be reimbursed on a time and material basis at RGM Kramer's annual billing rates. The program management contract will be renewed annually based on anticipated projects for that fiscal year. Rick Kramer, President of RGM Kramer Inc, has worked with the District for many years on various levels of project management; most recently with the Measure I bond program approved in June 2014 which provided for \$40.9M in construction funding. Measure I projects have successfully been completed and the Measure has recently been closed out with the completion of the Sartorette Library project. He has the depth of knowledge of all of our school sites that will provide for a smooth and expeditious transition into this new bond program.

Recommendation: Award a contract for Program Management of the Measure I construction program to RGM Kramer Inc.

Respectfully Submitted,

Penny Timboe  
Chief Financial Officer