

**San Luis Coastal Unified School District  
Minutes of the Special Meeting - Measure D Study Session - Wednesday, June 15, 2016  
District Conference Room (B3) - District Administration Complex  
1500 Lizzie Street - San Luis Obispo, CA**

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*Generated by Kim Holmes on Wednesday, June 15, 2016  
These minutes were adopted on June 21, 2016.*

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**1. OPEN SESSION** - The meeting was called to order at 9:17 a.m.

**1.01 Call to Order/Roll Call**

Members present: Mark Buchman, Kathryn Eisendrath-Rogers, Walter Millar, Jim Quesenberry, Marilyn Rodger  
Members absent: Ellen Sheffer, Chris Ungar

**2. DISCUSSION**

**2.01 Design Build Process**

Ron Holcombe, Measure D Advisor, explained the process of issuing a Request for Qualifications (RFQ) which invites potential bidders to submit their qualifications, along with a detailed checklist from the Department of Industrial Relations. These two items are scored and evaluated to determine best value to achieve a short list of qualified bidders, who are then provided a Request for Proposal with details of the project on which they can base their actual project bid.

**2.02 Project Managers/Additional Staffing**

Anthony Palazzo, Director of Facilities & Operations, reviewed the organizational structure of his department as it is planned to accommodate Measure D. As workload increases with bids and construction, additional staff will be needed. He reviewed the responsibilities of the various staff members and the options of contracting for the work via an outside project manager, a full-time district employee as project manager, or a hybrid method. At Tuesday's regular Board meeting he will bring a proposal to pursue a hybrid model which provides the district with flexibility while still maintaining good controls.

**3. ADJOURNMENT** - The meeting adjourned at 10:40 a.m., to meet again:  
3.01 **June 21, 2016** - 6:00 p.m. @ District Multipurpose Room (J2)

Respectfully submitted,

ERIC PRATER, Ed.D., Superintendent and  
Secretary to the Board of Education