



NOVATO UNIFIED SCHOOL DISTRICT
REQUEST FOR PROPOSALS

CONSTRUCTION MANAGEMENT SERVICES

for

**NEW CONSTRUCTION AND
MODERNIZATION PROJECTS**

1015 Seventh Street
Novato, CA 94945

Issue Date: July 14, 2016

Due Date: August 12, 2016 by 2:00 p.m.

RFP FOR CONSTRUCTION MANAGEMENT (NUSD)

I. Introduction

The Novato Unified School District (District) is Requesting Proposals for Construction Management Services (CM) of various new construction and modernization projects as related to our Bond Measure and other projects as assigned (hereinafter referred to as "Project"). It is the District's intention to move forward expeditiously with design and implementation of the projects should the Bond Measure be approved in November 2016. The successful CM firm will exhibit the experience and ability to deploy a team to work closely with the District and selected architectural firms.

II. Project Description, Estimated Budget and Timeline

Projects include items such as modernization of existing facilities, expansion of existing K-12 schools. The total project budget is estimated at approximately \$46 Million, should voters approve the Bond Measure in November 2016; see attached Bond resolution and project list.

Anticipated Scope of Services

The District is looking for an experienced CM to be a proactive team member in delivering this program. The following list outlines the types of services the CM firm may provide. The purpose of the list is to provide the CM a frame of reference in response to this RFP:

1. Design Coordination

- a. Coordination with District, school principal and project stakeholders
- b. Assist client with selection and procurement of designers, specialty consultants and contractors
- c. Develop initial project schedules and update on a regular basis
- d. Track funds and cost control for the projects
- e. Coordination with utilities, local agencies and vendors
- f. Attend design review meetings and provide technical input to the architect
- g. Other tasks as required by the Assistant Superintendent-Business & Operations

2. Pre-Construction

- a. Constructability reviews of the plans and specifications at the 50% and 90% stages of design
- b. Check project cost estimates produced by the architect
- c. Attendance at community outreach meetings for construction issues
- d. Bidding assistance, including attending pre-bid meetings, notifying potential contractors and bid evaluation
- e. Set-up and conduct pre-construction meeting with contractor and project stakeholders
- f. Identify client-provided long-lead items for upfront procurement
- g. Develop Construction Management Plan for procedures, forms and reports

RFP FOR CONSTRUCTION MANAGEMENT (NUSD)

3. Construction

- a. Coordination with District, school principal and project stakeholders
- b. Conduct weekly or bi-weekly construction progress meetings
- c. Document control of correspondence and all relevant project records
- d. Track and expedite contractor submittals and RFI's with the architect
- e. Track and process contract change orders
- f. Review and comment on contractor schedule submittals
- g. Review and approve contractor payment requests for submission to client
- h. Coordinate field inspection and testing with DSA and independent testing lab
- i. Monitor and report on contractor labor compliance
- j. Project photos and photo logs of key construction activities
- k. Daily coordination with General Contractor or Multiple-Prime Contractors, as appropriate
- l. Attend bi-monthly or monthly coordination meetings with the client to discuss project issues
- m. Produce monthly progress reports for distribution to client and stakeholders
- n. Produce punch-lists for project completion

4. Close-out

- a. Transfer final project records to client
- b. System testing and client maintenance staff training, as appropriate
- c. Deliver warranties and certificate of occupancy to client
- d. Claims support, as required
- e. Write and submit a Final Summary Report for the project

Services will include coordination with Project Architects and associated design professionals, as well as monitoring building contractors and construction professionals hired by the District to undertake design and construction of the facilities.

III. Proposal Requirements

Interested CM firms are required to submit an RFP containing the following information in the format presented below:

1. A description of the firm's history including number of years in business; previous aliases should be listed. Also include a synopsis of the firm's staff, training, experience, and organizational structure.
2. A primary contact person for the contract or Principal-In-Charge
3. A list of at least three (3) equivalent K-12 Bond programs showing name, location, type, date completed and dollar value of construction for each facility project, along with the services

RFP FOR CONSTRUCTION MANAGEMENT (NUSD)

provided. Highlight related project experience and include current contact reference and telephone number.

4. Project Team identification and availability of resources, including a list of proposed sub consultants. Brief resumes of key staff in this section. More detailed resumes can be provided in an attachment.
5. Proposed fee structure including fully burdened hourly rates for staff positions and fees for general conditions. Order of magnitude estimates are acceptable. The District is open to considering less-common structures such as CM at risk and lease-leaseback.
6. A statement of insurance capacity

IV. General Information

1. Each firm shall submit five (5) originals of its RFP on or before 2:00 p.m. August 12, 2016. Proposals should be brief, concise and limited to fifteen (15) single-sided pages, 8 1/2" x 11", exclusive of brochure materials and other attachments.
2. RFP and/or attachments shall be sealed and delivered to:

Karen Maloney
Novato Unified School District
1015 Seventh Street
Novato, CA 94945

RFP for Construction Management Services

3. Any questions regarding this RFP shall be directed to Karen Maloney at (415) 493-4260 or by email at kmaloney@nUSD.org.
4. The selected CM firm will be required to enter into a contractual agreement with the District. The proposed agreement will comply with all applicable laws and regulations. RFPs will be kept on file and firms not initially selected may be contacted in the future for other projects. The selected CM firm is expected to start services after Board approval of the CM agreement.
5. This RFP does not commit the District to award a contractual agreement with any CM firm or to pay any costs incurred in the preparation of RFPs. The District reserves the right, at its sole discretion, to accept or reject any and all RFPs received as a result of this request.

V. Evaluation Criteria

The following criteria will be utilized in evaluating the CM firm:

1. Evidence that the CM firm has the financial capacity and staffing to properly and efficiently complete the work proposed
2. Past performance conducting similar projects of size and type
3. Demonstration of creative and cost-effective design solutions that meet the needs of the District utilizing quality construction techniques and procedures

RFP FOR CONSTRUCTION MANAGEMENT (NUSD)

Based in District evaluation of the RFPs receive, the three candidates to best meet the established criteria will be invited to interview with a panel of District staff members. The District reserves the right to determine which CM firm is best qualified. All selection decisions by the District are final.

VI. Anticipated Schedule

- ▶ Jul 14 - First Advertisement
- ▶ Jul 21 - Second Advertisement
- ▶ Aug 12 - Proposals Received by 2:00 PM
- ▶ Week of Aug 15 - Review Proposals
- ▶ Aug 19 - Announce Interview List
- ▶ Week of Aug 22 - Interview Candidates
- ▶ Sep 6 - Item to NUSD Board
- ▶ Sep 7 - Inform CM Firms of Status

VII. Conflict of Interest

The CM and its consultant/team selected to provide these professional services to the District may not have a contractual or business relationship with design, architectural or related professionals that may be selected to provide architectural, design, engineering, or construction services on the same project at the District. If the situation arises where a conflict exists, the successful CM firm will notify the District for status review.

VIII. Insurance

The CM shall purchase and maintain policies of insurance with an insurer or insurers, qualified to do business in the State of California and acceptable to District which will protect the CM and District from claims which may arise out of or result from the CM's actions or inactions relating to the agreement, whether such actions or inactions be by themselves or by any subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. **The District shall be named as additional insured.** The insurance shall include coverage for:

1. Workers' Compensation and Employer's Liability Insurance in accordance with the laws of the State of California. However, such amount shall not be less than TWO MILLION DOLLARS (\$2,000,000).
2. Comprehensive General and Auto Liability Insurance with limits of not less than TWO MILLION DOLLARS (\$2,000,000) combined single limit, bodily injury and property damage liability per occurrence, including:
 - a. Owned, non-owned and hired vehicles;
 - b. Blanket contractual;
 - c. Broad form property damage;
 - d. Products/completed operations; and,
 - e. Personal injury.

RFP FOR CONSTRUCTION MANAGEMENT (NUSD)

3. Professional Liability Insurance with limits of \$1,000,000. Such insurance shall be maintained during the term of this agreement and renewed for a period of at least five (5) years thereafter and/or at rates consistent with the time of execution of this agreement adjusted for inflation. Failure to maintain professional liability insurance is a material breach agreement and grounds for immediate termination.
4. Valuable Document Insurance. The CM shall carry adequate insurance on all drawings artwork and ads as may be required to protect the District in the amount of its full equity in those drawings, artwork, etc and shall file with the District a certificate of that insurance. The cost of that insurance shall be paid by the CM, and the District shall be named as an additional insured.
5. Each policy of insurance required in 2 above shall name the District, and its officers, agents and employees as additional insured; shall state that, with respect to the operations of the CM hereunder, such policy is primary and any insurance carried by District is excess and non-contributory with such primary insurance; shall state that not less than thirty (30) days' written notice shall be given to District prior to cancellation; and, shall waive all rights of subrogation. The CM shall notify the District in the event of material change in, or failure to renew, each policy. Prior to commencing work, the CM shall deliver to District certificates of insurance as evidence of compliance with the requirements herein. In the event the CM fails to secure or maintain any policy of insurance required hereby, the District may, at its sole discretion, secure such policy of insurance in the name of and for the account of the CM, and in such event the CM shall reimburse the District upon demand for the cost thereof.
6. In the event that the CM subcontracts any portion of the CM's duties, the CM shall require any such subcontractor (limited to those consultants listed in Title 24) to purchase and maintain insurance coverage for the types of insurance referenced in this section, in amounts which are appropriate with respect to that subcontractor's part of work which shall in no event be less than \$500,000 per occurrence.
7. Failure to maintain Professional Liability Insurance is a material breach of this agreement and grounds for immediate termination.

IX. Confidentiality

The CM hereby agrees that all information provided by the District pursuant to the work and services rendered and required of any contractual arrangement shall be considered confidential and proprietary. It shall not be produced, transmitted, used or disclosed by the CM without written consent of District, except as may be necessary for the CM to fulfill its obligations, provided that the limitations shall not apply to any information or portion thereof which is within the public domain at the time of its disclosure.

NOVATO UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 22-2015/2016

ORDERING A SCHOOL BOND ELECTION ON NOVEMBER 8, 2016 AND AUTHORIZING NECESSARY ACTIONS IN CONNECTION THEREWITH

WHEREAS, the Board of Trustees (“Board”) of the Novato Unified School District (“District”), within the County of Marin, California is authorized to order elections within the District and to designate the specifications thereof, pursuant to Sections 5304 and 5322 of the California Education Code (“Education Code”); and

WHEREAS, the District has conducted a thorough Facilities Master Planning process with input from parents, teachers, staff, students, principals and members of the community to identify the upgrades needed at each school site in order to meet basic safety and accessibility standards, to meet the District’s goals for supporting current academic standards, and to address specific priorities at individual school sites; and

WHEREAS, the District believes that completing the identified upgrades will enable NUSD to ensure that all local students receive instruction in 21st century classrooms, labs and school facilities that support modern curriculum, provide a well-rounded education, and give students the skills they need for college, career, and the competitive global economy; and

WHEREAS, the District recognizes the need to transform classrooms, labs, instructional technology and educational facilities to support engaging, hands-on learning experiences in subjects including science, engineering and math; and

WHEREAS, specialized classrooms, instructional and performance spaces are needed to support Novato’s award-winning programs in arts and music; and

WHEREAS, making schools more energy efficient and reducing the use of electricity, water and other resources will improve environmental sustainability and cut utility bills and create savings that can be used to protect the quality of core academic classroom programs like math, science, reading and writing; and

WHEREAS, in 2001, Novato voters overwhelmingly approved local school facilities funding to complete the first significant repairs and renovations to local schools, many of which were built in the 1950s and 1960s, and all of these projects were completed nearly five years ago and the citizen’s oversight committee verified that all funds were spent in accordance with voter-approved priorities;

WHEREAS, the cost of identified upgrades and improvements are beyond the scope of the District’s current operating budget and passing this bond measure provides a guaranteed source of local funding to maintain and improve this community’s local school facilities; and

WHEREAS, this bond measure will benefit local schools and no funds can be taken away by the State or other school districts, and by law, no money can be used for administrator salaries or pensions; and

WHEREAS, this bond measure requires strict fiscal accountability protections including mandatory annual audits and an independent citizens’ oversight committee comprised of local residents to ensure funds are managed and spent properly; and

WHEREAS, the Board is specifically authorized to order elections for the purpose of submitting to the electors the question of whether bonds of the District shall be issued and sold for the purpose of raising money for the purposes hereinafter specified, pursuant to Section 15100 *et seq.* of the Education Code; and

WHEREAS, pursuant to section 18 of Article XVI and section 1 of Article XIII A of the California Constitution (also known as “Proposition 39”), and Section 15266 of the Education Code, school districts may seek approval of general obligation bonds and levy an *ad valorem* tax to repay those bonds upon a fifty-five percent (55%) vote of those voting on a proposition for that purpose, provided certain accountability measures are included in the proposition; and

WHEREAS, the Board deems it necessary and advisable to submit such a bond proposition to the electors to be approved by fifty-five percent (55%) of the votes cast; and

WHEREAS, such a bond election must be conducted concurrent with a statewide primary election, general election or special election, or at a regularly scheduled local election, as required by Section 15266 of the Education Code, and on November 8, 2016, a general election is scheduled to occur throughout the District; and

WHEREAS, pursuant to Section 15270 of the Education Code, if the measure is approved by the voters, bonds may only be issued if the tax rate levied to meet the debt service requirements would not exceed sixty dollars (\$60) per year per one hundred thousand dollars (\$100,000) of taxable property when assessed valuation is projected by the District to increase in accordance with Article XIII A of the California Constitution; the current estimated and projected tax rate is described in the Tax Rate Statement contained in **Exhibit C** hereto; and

WHEREAS, Section 9400 *et seq.* of the California Elections Code requires that a tax rate statement be contained in all official materials, including any ballot pamphlet prepared, sponsored or distributed by the District, relating to the election; and

WHEREAS, in the judgment of the Board, it is advisable to request that the Marin County Registrar of Voters (“County Registrar”) act as the election official and call an election and submit to the registered voters of the District the full ballot proposition as detailed below, in coordination with each other as necessary; and

WHEREAS, the Board now desires to authorize the filing of a ballot argument in favor of the proposition to be submitted to the voters at the election.

NOW, THEREFORE, be it resolved, determined and ordered by the Board of Trustees of the Novato Unified School District as follows:

Section 1. Specifications of Election Order. Pursuant to Sections 5304, 5322, 15100 *et seq.*, and Section 15266 of the Education Code, an election shall be held within the District on November 8, 2016, for the purpose of submitting to the registered voters of the District the full ballot proposition contained in **Exhibit B** (“Full Ballot Text”), which Full Ballot Text is hereby approved. The County Registrar shall provide for the performance of its duties in accordance with Education Code section 5303.

Section 2. Abbreviation of Proposition. Pursuant to Section 13247 of the California Elections Code and Section 15122 of the Education Code, the Board hereby directs the County Registrar to use the abbreviation of the Full Ballot Text that is attached hereto as **Exhibit A**.

Section 3. Voter Pamphlet. The County Registrar is hereby requested to reprint the Full Ballot Text in its entirety in the voter information pamphlet to be distributed to voters pursuant to Section 13307 of the Elections Code. In the event the Full Ballot Text is not reprinted in the voter information pamphlet in its entirety, the County Registrar is hereby requested to print, immediately below the impartial analysis of the bond proposition, in no less than 10-point boldface type, a legend substantially as follows:

“The above statement is an impartial analysis of **Measure _____**. If you desire a copy of the measure, please call the Marin County Registrar of Voters at (415) 499-6456 and a copy will be mailed at no cost to you.”

Section 4. Accountability Measures. Pursuant to legal requirements, and as specified in the Full Ballot Text, the Board certifies that the District:

- (a) Has evaluated the facilities needs of the District and has evaluated safety, class size reduction and information technology needs in developing the Bond Project List contained in the Full Ballot Text;
- (b) Will establish an independent Citizens' Bond Oversight Committee to ensure that bond proceeds are expended only for the school facilities projects described in the Bond Project List, in accordance with Education Code section 15278 et seq.;
- (c) Will conduct or cause to be conducted an annual, independent performance audit to ensure that the bond proceeds have been expended only on the school facilities projects described in the Bond Project List;
- (d) Will conduct or cause to be conducted an annual independent financial audit of the bond proceeds until all of those proceeds have been spent for the school facilities projects described in the Bond Project List; and
- (e) Shall take all actions to establish an account in which proceeds of the sale of the bonds will be deposited, and to cause a report to be filed with the Board no later than each January 1 identifying proceeds received and expended in the past fiscal year and the status of any project funded or to be funded with bond proceeds. The first report shall be due no later than January 1 of the first year after which bonds have been issued and proceeds spent.

Section 5. Required Vote. Pursuant to Section 18 of Article XVI and Section 1 of Article XIII A of the State Constitution, the above proposition shall become effective upon the affirmative vote of at least fifty-five percent (55%) of those voters voting on the proposition.

Section 6. Request to County Officers to Conduct Election/Cost of Election. The County Registrar is hereby requested, pursuant to section 5322 of the California Education Code, to take all steps to call and hold the election in accordance with law and these specifications. The District will reimburse the Registrar and the County for costs associated with the election as required by law.

Section 7. Consolidation of Election and Canvass of Vote.

(a) Pursuant to Section 15266(a) of the Education Code, the election shall be consolidated with the election on November 8, 2016.

(b) The Board of Supervisors of Marin County is authorized and requested to canvass the returns of the election, as necessary, pursuant to Section 10411 of the California Elections Code.

Section 8. Delivery of Order of Election to County Officers. The Clerk of the Board is hereby directed to deliver or cause to be delivered, no later than August 12, 2016, (which date is 88 days prior to the date set for the election), one copy of this Resolution to the County Registrar with the completed Tax Rate Statement (in substantially the form attached hereto as **Exhibit C**), completed and signed by the Superintendent or his designee, and shall file a copy of this Resolution with the Clerk of the Board of Supervisors of Marin County.

Section 9. Ballot Arguments. The members of the Board are hereby authorized to prepare and file with the County Registrar a ballot argument in favor of the proposition contained in Section 1 hereof, within the time established by the County Registrar.

Section 10. Intention to Reimburse. The District may incur costs associated with bond-funded projects described in **Exhibit B** hereto prior to the issuance of bonds. For purposes of establishing compliance with the requirements of Section 1.150-2 of the regulations of the U.S. Treasury Department, the Board hereby declares its official intent to use proceeds of the bond to reimburse itself for lawful expenditures on capital projects described on the Bond Project List, up to a maximum principal amount of \$222,000,000.

Section 11. Further Authorization. The members of this Board, the Superintendent, and all other officers of the District are hereby authorized and directed, individually and collectively, to do any and all things that they deem necessary or advisable in order to effectuate the purposes of this Resolution, including modification of the Full Ballot Text, the ballot measure summary or Tax Rate Statement if he or she determines such modifications are necessary and in the District's best interests. Any such modifications shall be ratified thereafter by the Board.

Section 12. Effective Date. This Resolution shall take effect upon its adoption.

PASSED AND ADOPTED this day, June 21, 2016, by the following vote to wit:

AYES: 7
NOES: 0
ABSTAIN: 0
ABSENT: 0

APPROVED

APPROVED:

President of the Board of Trustees
Novato Unified School District

I, _____, Secretary/Clerk of the Novato Unified School District Board of Trustees, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the Board of Trustees at a regularly called and conducted meeting held on said date.

Secretary/Clerk of Board of Trustees

EXHIBIT A

SUMMARY OF BALLOT MEASURE

To update aging Novato schools and protect quality education with local funding that cannot be taken by the State, shall Novato Unified School District:

- Upgrade classrooms, science labs, libraries and facilities to meet current academic/safety standards
- Provide dedicated space for science, math, engineering arts and music instruction; and
- Improve student access to modern instructional technology

by issuing \$222 million in bonds at legal rates, with independent citizens' oversight, no money for administrators, and all funds staying local?

EXHIBIT B

NOVATO UNIFIED SCHOOL DISTRICT BOND PROPOSITION FULL BALLOT TEXT

By approval of this measure by at least fifty-five percent (55%) of the registered voters voting thereon, the Novato Unified School District shall be authorized to issue and sell bonds of up to \$222 million in aggregate principal amount to provide financing for the specific school facilities projects listed below in the Bond Project List, subject to all of the accountability safeguards specified herein.

KEY FINDINGS

- The Novato Unified School District is committed to continuing a strong, high-quality educational program for the students in all of its local public schools; and
- The District has conducted a thorough Facilities Master Planning process with input from parents, teachers, staff, students, principals and members of the community to identify the upgrades needed at each school site in order to meet basic safety and accessibility standards, to meet the District's goals for supporting current academic standards, and to address specific priorities at individual school sites; and
- The District believes that completing the identified upgrades will enable the District to ensure that all local students receive instruction in 21st century classrooms, labs and school facilities that support modern curriculum, provide a well-rounded education, and give students with the skills they need for college, career, and the competitive global economy; and
- The District recognizes the need to upgrade classrooms, labs, instructional technology and educational facilities to support engaging, hands-on learning experiences in subjects including science, engineering and math; and
- Specialized classrooms, instructional and performance spaces are needed to support Novato's award-winning programs in arts and music; and
- Making schools more energy efficient and reducing the use of electricity, water and other resources will improve environmental sustainability and cut utility bills and create savings that can be used to protect the quality of core academic classroom programs like math, science, reading and writing; and
- In 2001, Novato voters overwhelmingly approved local school facilities funding to complete the first significant repairs and renovations to local schools, many of which were built in the 1950s and 1960s, and all of these projects were completed nearly five years ago and the citizen's oversight committee verified that all funds were spent in accordance with voter-approved priorities;
- Unlike the District's parcel tax funds which support the District's educational programs and staffing, bond revenue is the primary means by which the District is able to keep its school buildings and classrooms in good repair, safe, designed and equipped to support changing educational standards, methods and approaches; and
- Novato schools receive the lowest level of per student funding in Marin County and the cost of identified upgrades and improvements are beyond the scope of the District's

current operating budget and passing this bond measure provides a guaranteed source of local funding to maintain and improve this community's local school facilities; and

- This bond measure will benefit local schools and no funds can be taken away by the State or other school districts, and by law, no money can be used for administrator salaries or pensions; and
- This bond measure requires strict fiscal accountability protections including mandatory annual audits and an independent citizens' oversight committee comprised of local residents to ensure funds are managed and spent properly.

Specifically, as further described in the Bond Project List, the Board of Trustees desires to:

- ▶ Upgrade classrooms, science labs, libraries and facilities to meet current academic/safety standards
- ▶ Provide dedicated space for science, math, engineering art/music instruction and support 21st century learning; and
- ▶ Improve student access to modern instructional technology

ACCOUNTABILITY MEASURES

The provisions in this section are included in this proposition in order that the voters and taxpayers of the District may be assured that their money will be spent to address specific facilities needs of the District, all in compliance with the requirements of Article XIII A, section 1(b)(3) of the State Constitution, and the Strict Accountability in Local School Construction Bonds Act of 2000 (codified at Section 15264 *et seq.* of the California Education Code).

Evaluation of Needs. The Board of Trustees has evaluated the facilities needs of the District, and has identified projects to finance from a local bond measure at this time. The Board of Trustees hereby certifies that it has evaluated safety, class size reduction and information technology needs in developing the Bond Project List.

Independent Citizens' Oversight Committee. The Board of Trustees shall establish an independent Citizens' Oversight Committee in accordance with Education Code sections 15278-15282 and applicable Board policy, to ensure bond proceeds are expended only for the school facilities projects listed in the Bond Project List. The committee shall be established within sixty (60) days of the date when the Board of Trustees enters the results of the election in its official minutes.

Annual Performance Audit. The Board of Trustees shall conduct or cause to be conducted an annual, independent performance audit to ensure that the bond proceeds have been expended only on the school facilities projects described in the Bond Project List.

Annual Financial Audit. The Board of Trustees shall conduct or cause to be conducted an annual, independent financial audit of the bond proceeds until all of those proceeds have been spent for the school facilities projects described in the Bond Project List.

Annual Report to Board. Upon approval of this measure and the sale of any bonds approved, the Board of Trustees shall take actions necessary to establish an account in which proceeds of the sale of bonds will be deposited. As long as any proceeds of the bonds remain unexpended, the Superintendent shall cause a report to be filed with the Board of Trustees no later than January 1 of each year, commencing on the first January 1 after bonds have been issued and proceeds spent, stating (1) the amount of bond proceeds received and expended in the past fiscal year, and (2) the status of any project funded or to be funded from bond proceeds. The report may be incorporated into the annual budget, annual financial report, or other appropriate routine report to the Board.

BOND PROJECT LIST

This Bond Project List, which is an integral part of this proposition, describes the specific projects the District proposes to finance with proceeds of the bonds.

Proceeds from the sale of bonds authorized by this measure shall be used only for the construction, reconstruction, rehabilitation, or replacement of school facilities on the Bond Project List, including the furnishing and equipping of said school facilities, or the acquisition or lease of real property for said school facilities, and not for any other purpose, including teacher and administrator salaries and other school operating expenses.

In order to meet all identified facility needs, the District intends to complete projects using a combination of funding sources. These sources may include joint-use funds, development impact fees, state funds (if available), and other available funds. The District will pursue state matching funds if and when they become available, and if received, they will be used for and mainly applied to projects on the Bond Project List or other high priority capital outlay expenditures as permitted in Education Code section 17070.63(c). No project is dependent on the receipt of state funding for completion.

Specific projects to be funded by the bond measure include, without limitation, the following:

I. COMPLETE BASIC UPGRADES TO MEET CURRENT STUDENT HEALTH AND SAFETY STANDARDS

- Update aging classrooms and educational facilities to meet current fire, seismic and safety codes;
- Fix and/or replace deteriorating roofs;
- Repaint school exteriors and interiors and refresh or replace landscaping;
- Resurface playgrounds and asphalt areas;
- Remove or replace aging portable buildings and classrooms;
- Replace outdated and deteriorating utility infrastructure, electrical, lighting, plumbing, heating and ventilation systems, and install air conditioning or other classroom cooling systems;
- Acquire and install solar energy systems and equipment;

- Repair and replace aging student restrooms and add restrooms in pre-kindergarten and kindergarten classrooms;
- Create ADA-compliant access and safe pedestrian paths of travel at schools;
- Improve security at schools by providing classroom intrusion alarms, video surveillance cameras, safety locks on classroom doors, and exterior lighting for student safety;
- Upgrade emergency communications and technology backup systems, signage and fencing;
- Improve student safety and traffic circulation by upgrading or providing additional school drop-off areas and parking lots;
- Install or repair shade structures on school campuses and create sheltered eating and outdoor learning areas as needed;
- Rebuild, equip and furnish school sites in the event of unforeseen emergency.

II. IMPROVE SCHOOLS TO MEET CURRENT ACADEMIC STANDARDS AND PROVIDE ACCESS TO MODERN INSTRUCTIONAL TECHNOLOGY

- Provide Updated classroom Audio/Visual technology for content delivery and presentation, which may include projectors and/or large format flat-screen monitors and sound and voice amplification systems;
- Acquire and install centrally manageable, networked loudspeaker/bell/clock systems
- Acquire computer hardware for student use in the classroom that is current and up-to-date
- Improve school site network infrastructure in order to enhance network-based content and curriculum delivery, which may include:
 - ▶ Upgrade and improve the routing and network aggregation capabilities for each site in order to support the larger numbers of concurrent network and internet connections.
 - ▶ Upgrade and improve the network access layer switching capabilities in order to support the larger numbers of devices on our school networks as well as supporting the higher speed requirements.
 - ▶ Upgrade and improve classroom wiring for both wired and wireless data communication.
 - ▶ Where necessary, upgrade and improve fiber network cabling between data wiring closets at the school sites.
- Furnish classrooms and learning spaces with flexible furniture;

- Build new or transform existing spaces to ensure functional kitchens, multi-use rooms and stages to meet District facility standards for elementary, middle and high schools

III. PROVIDE DEDICATED SPACE FOR SCIENCE, MATH, ENGINEERING, ARTS/MUSIC INSTRUCTION, SUPPORT 21ST CENTURY LEARNING AND ADDRESS SPECIFIC PRIORITIES AT INDIVIDUAL SCHOOL SITES

- Renovate, reconfigure, and/or repurpose existing classrooms and buildings to accommodate 21st century learning methods;
- Construct, furnish and equip flexible classrooms, learning studios, innovation centers, collaboration spaces and maker spaces;
- Renovate, repair and upgrade school libraries to accommodate modern technology;
- Construct and/or improve, furnish and equip middle and high school performing arts and music spaces and venues;
- Renovate and upgrade multipurpose rooms and play areas on elementary and middle school campuses;
- Upgrade, construct or relocate food service facilities, community centers, meetings spaces, workrooms, and parent/student support service areas;
- Install turf fields and improve track and athletic facilities on middle and high school campuses.

Projects listed below may be completed at any and all school sites and facilities where such project is determined by the Board to be necessary or required, and projects are authorized to be performed at each and all of the District's schools and sites, including without limitation:

- | | |
|-------------------------------------|-------------------------------|
| ▪ Hamilton School K-8 | ▪ San Ramon Elementary School |
| ▪ Loma Verde Elementary School | ▪ San Jose Middle School |
| ▪ Lu Sutton Elementary School | ▪ Sinaloa Middle School |
| ▪ Lynwood Elementary School | ▪ Novato High School |
| ▪ Olive Elementary School | ▪ San Marin High School |
| ▪ Pleasant Valley Elementary School | ▪ Hill Education Center |
| ▪ Rancho Elementary School | ▪ Novato Charter School |

Listed projects, repairs, improvements, rehabilitation projects and upgrades will be completed only as needed, and the listing of projects does not imply a particular prioritization among such improvements. Projects may be done in phases, based on Board of Trustees priorities. Listed projects may be completed at any and all District schools, sites and education buildings where such project is determined necessary. Decisions regarding the scope, timing, prioritization or other facets of project implementation will be made solely by the Board of Trustees by subsequent action. Where terms such as "renovate," "upgrade,"

"repurpose" and "improve" are used in the Bond Project List, the Board of Trustees shall determine the best method for accomplishing the project's objective. For any listed project involving renovation or modernization of a building or the major portion of a building, the District may proceed with new replacement construction instead (including any necessary demolition), if the District determines that replacement and new construction is more practical than renovation, considering the building's age, condition, expected remaining life, comparative cost, and other relevant factors. In addition, where feasible, projects may be completed in partnership with other agencies on a joint use basis using bond proceeds.

Each project is assumed to include its share of costs of bond issuance, architectural, engineering, and similar planning costs, construction management, bond project staff and consultants, staff development and training expenses associated with learning construction techniques and approaches, new bond-funded equipment and systems, and a customary contingency for unforeseen design and construction costs. In addition to the projects listed above, the Bond Project List also includes payment of the costs of preparation of all facilities planning and project implementation studies, feasibility and assessment reviews, master planning, environmental studies, permit and inspection fees, and temporary housing and relocation costs for dislocated programs or activities caused or necessitated by construction projects.

The final cost of each project will be determined as plans are finalized and projects are completed. Based on the final costs of each project, certain of the projects described above may be delayed or may not be completed. Necessary site preparation/grading/restoration may occur in connection with new construction, modernization, renovation or remodeling, including ingress and egress, removing, replacing or installing irrigation, utility lines, trees and landscaping, relocating fire access roads, and acquiring any necessary easements, leases, licenses, or rights of way to the property.

ADDITIONAL SPECIFICATIONS

No Administrator Salaries. Proceeds from the sale of Bonds authorized by this proposition shall be used only for the construction, reconstruction, rehabilitation, or replacement of school facilities on the Bond Project List, including the furnishing and equipping of said school facilities, or the acquisition or lease of real property for said school facilities, and not for any other purpose, including teacher and administrator salaries and other school operating expenses.

Single Purpose. All of the purposes enumerated in this proposition shall be united and voted upon as one single proposition, pursuant to Section 15100 of the California Education Code, and all the enumerated purposes shall constitute the specific single purpose of the bonds and proceeds of the bonds shall be spent only for such purpose.

Other Terms of the Bonds. The bonds may be issued and sold in several series, and in accordance with a financing plan determined by the Board of Trustees pursuant to requirements of law. When sold, the bonds shall bear interest at an annual rate not exceeding the statutory maximum and with a maximum term not exceeding the statutory maximum, provided that the average useful life of bonds sold will not exceed one hundred twenty percent (120%) of the average life of the projects being financed or as otherwise provided by federal tax law. Bond funds may be used to reimburse the District for Bond Project list expenditures incurred prior to the election and bond issuance, in accordance with federal tax law.

EXHIBIT C

TAX RATE STATEMENT

An election will be held within the boundaries of Novato Unified School District ("School District") on November 8, 2016 to authorize the sale of up to \$222,000,000 in bonds to finance facilities as described in the proposition. If the bonds are approved, the School District expects to sell the bonds in multiple series. Principal and interest on the bonds will be payable from the proceeds of tax levies made upon the taxable property located within the School District. The following information is provided in compliance with Sections 9400-9404 of the California Elections Code.

1. The best estimate of the tax rate that would be required to fund this bond issue during the first fiscal year after the sale of the first series of bonds, based on estimated assessed valuations available at the time of filing of this statement, is \$.0600 per \$100 (\$60.00 per \$100,000) of assessed valuation in fiscal year 2017-18.
2. The best estimate of the tax rate that would be required to fund this bond issue during the first fiscal year after the sale of the last series of bonds, based on estimated assessed valuations available at the time of filing of this statement, is \$.0600 per \$100 (\$60.00 per \$100,000) of assessed valuation in fiscal year 2025-26.
3. The best estimate of the highest tax rate that would be required to fund this bond issue, based on estimated assessed valuations available at the time of filing this statement, is \$.0600 per \$100 (\$60.00 per \$100,000) of assessed valuation.
4. The best estimate from official sources of the total debt service, including the principal and interest, that would be required to be repaid if all the bonds are issued and sold will be approximately \$431,000,000.

Voters should note that the estimated tax rate is based on the ASSESSED VALUE of taxable property on the County of Marin official tax rolls, not on the property's market value. Property owners should consult their own property tax bills to determine their property's assessed value and any applicable tax exemptions.

Attention of all voters is directed to the fact that the foregoing information is based upon the District's projections and estimates only, which are not binding upon the District. The actual tax rates, debt service and the years in which they will apply may vary from those presently estimated, due to variations from these estimates in the timing of bond sales, the amount of bonds sold and market interest rates at the time of each sale, and actual assessed valuations over the term of repayment of the bonds. The dates of sale and the amount of bonds sold at any given time will be determined by the District based on need for construction funds and other factors. The actual interest rates at which the bonds will be sold will depend on the bond market at the time of each sale. Actual future assessed valuation will depend upon the amount and value of taxable property within the District as determined by the County Assessor in the annual assessment and the equalization process.

Signed:

Jim Hogeboom, Superintendent

Dated:

June 21, 2016