

SONOMA VALLEY HEALTH CARE DISTRICT CITIZENS BOND OVERSIGHT COMMITTEE REGULAR MEETING AGENDA Thursday, October 18, 2012 5:00 p.m.

Location: Schantz Conference Room Sonoma Valley Hospital 347 Andrieux Street, Sonoma, CA 95476

	AGENDA ITEM	RECOMN	IENDATION
The	EXION STATEMENT <i>e mission of the SVHCD is to maintain, improve, and restore the health</i> <i>everyone in our community.</i>		
1.	CALL TO ORDER/ANNOUNCEMENTS	Oster	Inform/Action
2.	PUBLIC COMMENT SECTION At this time, members of the public may comment on any item not appearing on the agenda. It is recommended that you keep your comments to three minutes or less. Under State Law, matters presented under this item cannot be discussed or acted upon by the Committee at this time. For items appearing on the agenda, the public will be invited to make comments at the time the item comes up for Committee consideration. At all times please use the microphone.	Oster	
3.	APPROVAL OF MINUTES: A. Prior Meeting Minutes 07.19.12	Oster	Action
4.	DESIGN-BUILD PROJECT UPDATE	Tarver/Smith	Inform
5.	REVIEW OF EXPENDITURES TO DETERMINE IF APPROPRIATE FOR BOND FUNDING	Tarver	Inform/Action
6.	ELECTION OF OFFICERS	Oster	Inform/Action
7.	ITEMS FOR NEXT AGENDA	Oster	Inform
8.	COMMITTEE COMMENTS	Oster	Inform
9.	ADJOURN		



MINUTES 7.19.12



SONOMA VALLEY HEALTH CARE DISTRICT CITIZENS BOND OVERSIGHT COMMITTEE REGULAR MEETING MINUTES Thursday, July 19, 2012 Schantz Meeting Room

Healing Here at Home

Committee Members Present	Committee Members Absent	Administrative Staff Present
David Oster, Chair		Jeannette Tarver, Director of Finance
Stephen Berezin		Steve Smith, Consultant of Jtec HCM, Inc.
Dennis Ciocca		
Pamela Gibson		

AGENDA ITEM	DISCUSSION	CONCLUSIONS/ ACTION	FOLLOW-UP/ RESPONSIBLE PARTY
MISSION AND VISION STATEMENTS	The mission of the SVHCD is to maintain, improve, and restore the health of everyone in our community.		
	The vision of the SVHCD is that: SVH will be a nationally recognized, compassionate place of healing and known for excellence in clinical quality. We serve as the guide and indispensable link for our community's health care journey.		
1. CALL TO ORDER	6:02 p.m.		
2. PUBLIC COMMENT At this time, members of the public may comment on any item not appearing on the agenda. It is recommended that you keep your comments to three minutes or less. Under State Law, matters presented under this item cannot be discussed or acted upon by the Committee at this time. For items appearing on the agenda, the public will be invited to make comments at the time the item comes up for Committee consideration. At all times please use the microphone.	There was no public comment.		
3. CONSENT CALENDAR: A. Prior Meeting Minutes 4.19.12		MOTION: by Gibson, seconded by Berezin, to approve Item A, and carried.	

	AGENDA ITEM	DISCUSSION	CONCLUSIONS/ ACTION	FOLLOW-UP/ RESPONSIBLE PARTY
			All in favor; none opposed.	
4.	DESIGN-BUILD PROJECT UPDATE	Jeannette Tarver, Director of Finance/Steve Smith, Jtec HCM, Inc.		
		Mr. Smith reported that the Hospital received OSHPD permits. The contractors are leading the way in preparation for the new generator yard and temporary home for the MRI trailer, which would be located adjacent to the Hospital. The parking lots would be completed and available by the end of August 2012.		
		Lastly, the contractor for SVH went through final negotiations with sub-contractors based on the OSHPD permits.		
5.	REVIEW OF EXPENDITURES TO DETERMINE IF APPROPRIATE FOR BOND FUNDING	Jeannette Tarver, Director of Finance		
		Ms. Tarver reported the Hospital received some refund from the County on the parcel taxes. Jtec charge was \$84,000 for the quarter. OSHPD was high this quarter due to a payment of \$10,000 for Hazardous Assessment USA, a federal government computer program OSHPD uses.	MOTION: by Gibson, second by Ciocca, to approve the expenditures as appropriate, and carried. All in favor; none opposed.	
6.	ITEMS FOR NEXT AGENDA	David Oster, Chair		
		Mr. Oster suggested discussing the same agenda items, including election of officers at the next meeting.		
7.	COMMITTEE COMMENTS	David Oster, Chair		
		Ms. Gibson commented that the City of Sonoma was considering taking the property at the corner of Macarthur and Fifth Street West and turning it into a dog park, but was concerned if there would be a conflict where the public might park at the Hospital's parking lot.		
0		Mr. Oster recommended meeting at 5:00 p.m. on October 18, 2012.		
8.	ADJOURN	6:47 p.m.		

4.

DESIGN-BUILD PROJECT UPDATE

Α	В	С	D	E	F	G	Н	<u> </u>	J	К	L	м	Ν
Description	BOD Approved Budget 10/6/2011	Approved Budget Adjustments 8/2/2012	Total Approved Budget (B+C)	Commitments Through 9/30/2012	Anticipated Future Commitments	Estimate at Completion (E+F) 9/30/2012	Variance (D-G)	GO Bond Funding Eligible	Other Funding	Risk Assessment 9/30/2012	Possible Savings	Paid Through 9/30/2012	Notes
CATEGORY 1 Permits & Fees													
OSHPD Permit Fees	492,843	0	492,843	250,507	242,337	492,843	(0)	492,843	0	492,843	0	250,507	
Local Jurisdiction Permits & Fees	67,665	0	67,665	64,852	2,813	67,665	Ó	67,665	0	67,665	0	64,852	
Utility Connection Fees	85,000	0	85,000	38,950	46,050	85,000	(0)	85,000	0	85,000	0	31,098	
2 West Med/Surg + Misc Adds	0	0	0	0	60,000	60,000	(60,000)	60,000	0	60,000	0	0	2 West + other Change Orders
TOTAL CATEGORY # 1	645,508	0	645,508	354,309	291,200	645,508	(0)	645,508	0	645,508	0	346,457	
CATEGORY 2 Construction													
Otto/NLA (Including Change Orders 1-6)	26,706,275	0	26,706,275	27,290,481	(1,074,092)	26,216,389	489,886	26,216,389	0	26,216,389	0	7,948,240	
Otto/NLA - Design Contingency	894,763	0	894,763	0	894,763	894,763	0	894,763	0	500,000	394,763	0	
Otto/NLA Miscellaneous Pending Changes	0	0	0	0	870,026	870,026	(870.026)	870,026	0	726,836	143,190	0	
Otto/NLA Pending Extended General Conditions	0	0	0	0		638,543	(638,543)	638.543	0	638.543	0	0	
Otto/NLA Med Gas System Upgrade	0	0	0	0	638,543 270,000	270,000	(270,000)	270.000	0	270,000	0	0	
Otto/NLA South Lot City Revisions	0	0	0	0	42,000	42,000	(42,000)	42,000	0	42,000	0	0	
Otto/NLA 2 West - (Design)	0	0	0	0	143,444	143,444	(143,444)	143,444	0	143,444	0	0	
Otto/NLA 2 West - (Construction)	0	0	0	0	810,548	810,548	(810,548)	810,548	0	810,548	0	0	
Rosa 2 West - (Construction)	0	0	0	0	50,000	50,000	(50,000)	50,000	0	30,000	20,000	0	
Rosa Construction (Miscellaneous Projects)	0	0	0	149,588	0	149,588	(149,588)	149,588	0	149,588	0	149,588	
Skilled Nursing Facility Remodel (Various)	0	500,000	500,000	492,624	7,376	500,000	0	500,000	0	500,000	0	492,624	
Exterior Stucco Repairs and Paint (Various)	0	450,000	450,000	450,000	0	450,000	0	450,000	0	450,000	Ō	450,000	
Operationg Room Clean/Soiled Utility Room (Various)	0	185,000	185,000	112,274	72,726	185,000	0	185,000	0	185,000	0	112,274	
Other Infrastructure Improvements (Various)	0	365,000	365,000	365,000	0	365,000	0	365,000	0	365,000	0	0	
IS Department Move	0	0	0	81,448	0	81,448	(81,448)	81,448	0	81,448	0	31,583	
East Loading Dock - Add Planting, Dumpster mods	0	0	0	14,605	0	14,605	(14,605)	14,605	0	14,605	0	14,605.00	
Add ADA Sidewalk @ Courtyard	3,627	0	3,627	3,627	0	3,627	0	3,627	0	3,627	0	3,627	
NPC-2 Exit Lighting Project	85,100	0	85,100	57,980	0	57,980	27,120	57,980	0	57,980	0	57,980	
Add 2 West Mock Up Room	0	0	0	33,562		33,562	(33,562)	33,562	0	33,562	0	33,562	
OR Power Upgrade Project	238,666	0	238,666	186,077	0	186,077	52,589	186,077	0	186,077	0	186,076.71	
Medical Records Storage Project	29,816	0	29,816	29,816	0	29,816	(0)	29,816	0	29,816	0	29,816	
TOTAL CATEGORY # 2	27,958,247	1,500,000	29,458,247	29,267,083	2,725,334	31,992,417	(2,534,170)	31,992,417	0	31,434,464	557,953	9,509,976	

Α	В	С	D	E	F	G	н	I	J	К	L	М	Ν
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CATEGORY 3 Medical & Other Equipment													
Emergency Department	461,960	0	461,960	198,189	418,771	616,960	(155,000)	222,844	394,116	616,960	0	139 470	PO issued for Treatment Lights
Operating Room Suite	364,237	0	364,237	156,053	208,184	364,237	(0)	307,536	56,701	364,237			PO issued for OR Lights
Add Integrated Operating Rooms	226,931	0	226,931	226,931	153,144	380,075	(153,144)	226,931	153,144	380,075			PO issued for OR Integration
Central Processing Department	622,008	0	622,008	220,001	487,374	487,374	134,634	572,419	(85,045)	437,374	50,000	0	
PACU/Pre-Op	262,495	<u>0</u>	262,495	0	221,338	221,338	41,157	143,970	77,368		25,000	0	
Kitchen	5,031	0	5,031	5,031	0	5,031	0	5,031	,, <u>,,,,,</u>	5,031	0	5,031	
Lab	252,130	<u>0</u>	252,130	252,130	0	252,130	0	252,130	<u>0</u>	252,130	Ö	252,130	
ICU	180,640	0	180,640	180,640	0	180,640	0	180,640	0	180,640	0	180,640	
Add 2 West - (Nurse Station & Med Room)	0	0	0	0	6,570	6,570	(6,570)	6,570	0	6,570	0	0	
Add 2 West - (Clean Storage & ADA Shower)	0	0	0	0	19,775	19,775	(19,775)	19,775	0	19,775	0	0	
EVS Waste Management @ Loading Dock	43,346	0	43,346	54,602	0	54,602	(11,256)	54,602	0	54,602	0	44,612	
TOTAL CATEGORY # 3	2,418,778	0	2,418,778	1,073,576	1,515,156	2,588,732	(169,954)	1,992,447	596,285	2,513,732	75,000	721,481	
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CATEGORY 4 Fixtures & Furniture													
Televisions	34,000	0	34,000	0	10,000	10,000	24,000	0	10,000	10,000	0	0	
Furniture & Furnishings	1,027,470	0	1,027,470	0	250,000	250,000	777,470	0	250,000	250,000	0	0	
Signage Fabrication and Install	93,468	0	93,468	7,500	143,468	150,968	(57,500)	93,468	57,500	150,968	0	8,074	
Increment 1 Phasing and Directional Signage	0	0	0	0	17,409	17,409	(17,409)	0	17,409	17,409	0	0	
Add 2 West - Med/Surg Unit	0	0	0	0	21,885	21,885	(21,885)	0	21,885	21,885	0	0	
Contingency	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL CATEGORY # 4	1,154,938	0	1,154,938	7,500	442,762	450,262	704,676	93,468	356,794	450,262	0	8,074	
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CATEGORY 5 Communications													
IT Cabling & Equipment	980,363	0	980,363		282,159	980,363	0	980,363	0	980,363	0	695,828.80	
IDF and Telecom Facilities	574,965	0	574,965	20,015	554,950	574,965	0	499,965	75,000	574,965	0	5,204	
New Wing Cable	175,000	0	175,000	0	175,000	175,000	0	175,000	0	175,000	0	0	
Add 2 West - Med/Surg Unit	0	0	0	0 142,867	<u>18,150</u> 32,133	18,150	(18,150)	18,150	0	<u>18,150</u> 175,000	0	0	
Add 2 West - Med/Surg Unit Nurse Call System Contingency	0	0	0	142,007	<u> </u>	175,000 0	(175,000) 0	175,000 0	0	175,000	0	0	
TOTAL CATEGORY # 5	1,730,328	0	1,730,328	861,086	1,062,392	1,923,478	(193,150)	1,848,478	75,000	1,923,478		701 023	Does not include PC's, Photo Copy, software, etc
	1,730,320	0	1,730,320	001,000	1,002,392	1,323,470	(195,150)	1,040,470	13,000	1,323,470	0	101,033	SUILWALE, EIC

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CATEGORY 6 Professional Services													
Master Planning - Ratcliff	616,338	0	616,338	616,338	0	616,338	0	616,338	0	616,338	0	616,338	
Master Planning - TEECOM	97,890	0	97,890	97,890	75,000	172,890	(75,000)	172,890	0	172,890	0	96,315 175 932 11	
Business Planning + Feasability Master Planning	129,497	0	129,497	184,496	0	184,496	(54,999)	184,496	0	184,496	0	170,002.11	
Project Management	1,807,291	0	1,807,291	1,878,153	264,000	2,142,153		2,142,153	0	2,142,153	0	1,686,545.90	
Interior Design	227,220	0	227,220	227,220	(50,000)	177,220	50,000	177,220	0	177,220	0	143,459	
2 West Remodel	-	0	0	24,900	25,000	49,900	(49,900)	49,900	0	49,900	0	32,850	
Mechanical Testing of West Wing	8,500	0	8,500	8,500	0	8,500	0	8,500	0	8,500	0	8,500	
Engineering Studies	27,128	0	27,128	31,628	0	31,628	(4,500)	31,628	0	31,628	0	29,658	
Surveys Geotechnical Engineeing	46,413	0	46,413	19,477	2,500	21,977	24,436	21,977	0	21,977	0	19,477	
Geotechnical Engineeing	78,391	0	78,391	104,900	3,000	107,900	(29,509)	107,900	0	107,900	0	55,740.46	
Hazardous Material/Asbestos	58,750	0	58,750	13,675	10,000	23,675	35,075	23,675	0	23,675	0	13,675	
OSHPD Field Observation	287,000	0	287,000	201,765	85,235	287,000	0	287,000	0	287,000	0	77,765.00	
Materials Testing & Inspection	228,069	0	228,069	138,274	93,695	231,969	(3,900)	231,969	0	231,969	0	45,410.55	
Building Commissioning (Limited)	70,000	0	70,000	0	70,000	70,000	0	70,000	0	0	70,000	939	
CEQA Mitigation	1,155	0	1,155	1,155	0	1,155	0	1,155	0	1,155	0	1,155	
Energy Consultants	136,898	0	136,898	123,873	0	123,873	13,025	123,873	0	123,873	0	117,337.22	
Reimbursables	78,756	0	78,756	69,420	9,336	78,756	0	78,756	0	78,756	0	69,420	
Repro/Courier/Postage, Advertising	1,163	0	1,163	663	0	663	500	663	0	663		663	
Contingency	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL CATEGORY #6	3,900,459	0	3,900,459	3,742,328	587,766	4,330,094	(429,635)	4,330,094	0	4,260,094	70,000	3,191,181	
CATECODY 7 Administration													
CATEGORY 7 Administration													
Allocations/Write Off	0	0	0	0	0	0	0	0	0	0	0	0	
	0	0	0	0	0	1 059 400		0	0	0	0	0	
Lease Space	900,000	0	900,000	802,022	256,378	1,058,400	(158,400)	1,058,400	0	1,058,400	0	854,635.14	
	335,686	0	335,686	409,997	10,000	419,997	(84,311)	419,997	0	419,997	08,000	376,849	
Decommissioning	110,000	0	110,000	11,809	98,191	110,000	0	110,000	0	12,000	98,000	11,809	
JV Bond, LAIF, Sonoma Valley Bank		0	000 00	0 1 40	0 50 951	0000	0	60.000	0	0000	0	0. 	
Moving and Storage	60,000	0	60,000 60,000	9,149	50,851	60,000	0,000	60,000	0	60,000	0	4,575	
Builder's Risk Insurance	60,000	0	00,000	0	0	0	60,000	0	0	0	0	0	
	1,465,686	0	1,465,686	1,232,977	415,420	1,648,397	(182,711)	1,648,397	0	1,550,397	98,000	1,247,868	
TOTAL CATEGORY #7	1,405,000	U	1,405,000	1,232,977	415,420	1,040,397	(102,711)	1,040,397	U	1,550,597	30,000	1,247,000	

Α	В	С	D	E	F	G	н	I	J	К	L	Μ	Ν
Description	BOD Approved Budget 10/6/2011	Approved Budget Adjustments 8/2/2012	Approved	Commitments Through 9/30/2012	Anticipated Future Commitments	Estimate at Completion (E+F) 9/30/2012	Variance (D-G)	GO Bond Funding Eligible	Other Funding	Risk Assessment 9/30/2012	Possible Savings	Paid Through 9/30/2012	Notes
CATEGORY #8 Owner's Contingency													
Project Contingency	327,742	0	327,742	0	327,742	327,742	0	327,742	0	327,742	0	0	
Soft Cost Contingency	137,690	0	137,690	0	137,690	137,690	0	137,690	0	137,690	0	0	
TOTAL CATEGORY #8	465,432	0	465,432	0	465,432	465,432	0	465,432	0	465,432	0	0	
Design Build PROJECT TOTALS	39,739,376	1,500,000	41,239,376	36,538,858	7,505,462	44,044,320	(2,804,944)	43,016,241	1,028,079	43,243,367	800,953	15,726,069	

5.

REVIEW OF EXPENDITURES TO DETERMINE IF APPROPRIATE FOR BOND FUNDING

CBOC Report: Date Ending September 30, 2012

Summary Information

	Balance - Last Report 6/30/2012	Current Activity	Current Balance 9/30/2012
Project Management & Planning to Allocate	390,307.05	91,172.52	481,479.57
South Lot Rental	547,872.02	52,613.12	600,485.14
South Lot Option	262,695.20	-	262,695.20
Master Plan			
Project Management	1,271,272.98	100,008.11	1,371,281.09
Master Plan	1,441,386.21	13,187.66	1,454,573.87
Design Build			
Equip & Construction	5,821,457.99	2,012,763.69	7,834,221.68
Central Utility Plant			
Planning & Project Management	322,608.50	-	322,608.50
Equip & Construction	7,888.65	-	7,888.65
HVAC			
Planning & Project Management	25,878.36	-	25,878.36
Equip & Construction	204,822.82	-	204,822.82
West Wing			
Planning & Project Management	21,901.01	-	21,901.01
Equip & Construction	54,622.15	-	54,622.15
Central Core			
Planning & Project Management	66,579.35	-	66,579.35
Equip & Construction East Wing	87,935.45	-	87,935.45
Planning & Project Management	29,455.80		29,455.80
Equip & Construction	53,996.74	12,677.15	66,673.89
Electrical Panels	150,045.46	-	150,045.46
Major Medical Equipment	617,299.83	_	617,299.83
Information Technology	017,255.05		017,255.05
Planning & Project Management	218,293.68	_	218,293.68
Equip & Construction	583,396.54	9,485.00	592,881.54
Existing Facility Improvements		1,214,875.80	1,214,875.80
Sub Total	12,179,715.79	3,506,783.05	15,686,498.84
Retire Revenue Bonds	4,000,000.00		4,000,000.00
Issue Costs	152,068.93		152,068.93
Unallocated	-		,= 00.00
Sub Total	4,152,068.93	-	4,152,068.93
Total	16,331,784.72	3,506,783.05	19,838,567.77
	10,001,701.72	0,000,700,00	10,000,007.17

Cash Balances	LAIF	WestAmerica	Total
Beginning Balance at - 06/30/2012	15,590,633	3,373,269	18,963,902

Deposits			0
Interest Income Received	14,082	1,013	15,095
Bank Service Charges			0
Transfers Between Accounts	(3,000,000)	3,000,000	0
Withdrawal for Prior Qtr Expenditures		(922,390)	(922,390)
Withdrawal for Current Qtr Expenditures		(2,254,799)	(2,254,799)
Ending Balance at - 09/30/2012	12,604,715	3,197,092	15,801,807

CBOC Report: Date Ending September 30, 2012

		<u>GO Bond E</u>	<u>xpenditure</u>	s - Source of F	<u>unds</u>
		Non Capital		Capital	
Category	Vendor	Expenditure	Operations	Expenditure	Total
	North Valley Bank	52,613.12	-	-	52,613.12
South Lot Rental		52,613.12	-	-	- 52,613.12
	Labor Compliance Specialists Jtec HCM			9,163.11 90,845.00	9,163.11 90,845.00
Prjct Mgmt - Master Plan			-	100,008.11	100,008.11
	Fugro West, Inc G.L. Hicks Financial			7,006.10 450.00	7,006.10 450.00
	Matriscope Engineering Hackley Architectural			2,562.00 7,317.74	2,562.00 7,317.74
	P G & E La Ferrara			7,851.82 (12,000.00)	7,851.82 (12,000.00
Master Plan		-	-	13,187.66	13,187.66
	OSHPD Nacht & Lewis			1,687.62 35,000.00	1,687.62 35,000.00
	ITS Enterprises Matriscope Engineering			16,000.00 6,476.40	16,000.00 6,476.40
	Kevin Coss S & A Operations			27,434.00 4,574.50	27,434.00 4,574.50
Planning - to allocate	3 & A Operations		-	91,172.52	91,172.52
	La Ferrara Architects			7,950.00	7,950.00
Equip and Const - East Wing	Comprehensive Waste Stream	-	-	4,727.15 12,677.15	4,727.15 12,677.15
	Otto Construction			2,007,924.90	2,007,924.90
	Amazon.com Certified Medical Testing			938.79 3,900.00	938.79 3,900.00
Design Build - Equip & Const			-	2,012,763.69	2,012,763.69
Equip and Const - IT	Metropolitan			9,485.00 9,485.00	9,485.00 9,485.00
				5,485.00	9,483.00
	Rosa Construction ITS Enterprises			149,588.00 8,000.00	149,588.00 8,000.00
	Matriscope			2,389.80	2,389.80
	SNF - Mold			492,624.00	492,624.00
	Exterior Stucco-East & West Wings			450,000.00	450,000.00
Existing Facility Improvements	OR Clean & Dirty Room		-	112,274.00 1,214,875.80	112,274.00 1,214,875.80
Grand Tatal		ED 640 40		2 454 400 00	2 506 792 05
Grand Total		52,613.12	-	3,454,169.93	3,506,783.05