

EXECUTIVE SUMMARY

Approve Authorization to Proceed
Construction and Operational Auditing Services
RFP 11-013V

EXHIBIT 1

PROJECT OVERVIEW:

Type of Contract:	Not Applicable
Architect:	Not Applicable
Contractor:	McGladrey, LLP
Notice to Proceed Date:	TBD
Contract Amount:	\$170,000, not to exceed

GENERAL OVERVIEW:

The School District is engaging a Program Manager to oversee the District's Capital Program. The Office of Facilities and Construction ("OF&C") shall provide primary oversight of the Program Manager and as a secondary means of oversight the OF&C desires to engage McGladrey, LLP to perform quality assurance, monitoring and review of the Program Manager.

In addition, McGladrey, LLP will assist OF&C and the Board through its quarterly reports in assessing the progress and performance of the Program Manager, as well as keep the Facilities Task Force apprised of the same.

This item authorizes the OF&C to engage McGladrey, LLP for services of independent review of the Program Manager in accordance with the terms of RFP 11-013V. This item is being requested by OF & C in support of J-1 (Award of Contract, Program Management Services, RFQ No. 2014-31-FC) .

The services are enumerated in Exhibit 2, Scope of Services, and include tasks related to:

- Program Manager Monitoring and Review
 - Secondary oversight, monitoring and internal control review of the Program Manager.
 - Assess compliance as applicable with industry practice, client policy and recommendations identified in previous report issued to OF&C.
 - Assist OF&C in development of metrics based system to track the program's level of success.

- Construction Contract Compliance Reviews
 - Review of applicable agreements.

- Quarterly Reports
 - Provide quarterly reports which will measure Program Managers performance against established metrics.

Typed by: Sonja Coley 12/6/13

Written by: Sonja Coley / Date: 12/6/13

Approved by:  Date: 12/10/13