



## SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item # 9.6

**Meeting Date:** October 2, 2014

**Subject:** Determine Criteria Used for Scoring Community Proposals for the Repurpose and Reuse of Closed School Sites

- ☒ Information Item Only
- ☐ Approval on Consent Agenda
- ☐ Conference (for discussion only)
- ☐ Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- ☐ Conference/Action
- ☐ Action
- ☐ Public Hearing

**Division:** Facilities Support Services

**Recommendation:** Board to review the proposed criteria scoring.

**Background/Rationale:**

On March 6, 2014, the 7-11 Committee presented a recommendation to the Board regarding the schools closed during the 2012-13 school year. The recommendation was to not surplus any of the closed school sites and to seek viable tenants to occupy the various sites.

On June 19, 2014, staff presented information to the Board outlining proposed criteria and a fee structure for the repurposing and reuse of closed District sites. The Board requested additional information on multiple options for defining the fee structure and an overview of the Civic Permit categories.

Staff coordinated tours for any interested individuals and organizations. The tours took place on July 8, 9 and 10, 2014.

On July 17, 2014, staff presented additional information requested by the Board outlining proposed criteria and various pricing options and civic center categories.

On August 27, 2014, a forum was held at Fruit Ridge Elementary to provide additional information and to answer any questions posed by the attendees.

Information presented included:

- FAQs
- Utility reports for all of the closed school sites
- Insurance requirements for all of the closed school sites
- Draft proposal format

Community partners reviewed all handouts in detail using feedback from prior Board meetings. All documents have been posted to the SCUSD website. Currently, proposals are due October 16, 2014. It is anticipated that all proposals will be shared with the Board at the November 6, 2014 meeting.

**Financial Considerations:**          None at this time.

**Documents Attached:**

1. Executive Summary
2. Additional Materials

**Estimated Time of Presentation:** 15 minutes

**Submitted by:** Sara Noguchi, Ed.D., Interim Chief Accountability Officer  
Cathy Allen, Assistant Superintendent  
Facilities Support Services

**Approved by:** José L. Banda, Superintendent



# Board of Education Executive Summary

## Facilities Support Services

Determine Criteria Used for Scoring Community Proposals for the Repurpose and Reuse of Closed School Sites  
October 2, 2014



### I. OVERVIEW / HISTORY

On June 19, 2014 staff presented information to the Board outlining proposed criteria and a fee structure for the repurposing and reuse of closed District sites. The Board requested additional information on multiple options for defining the fee structure and an overview of the Civic Permit categories.

Staff was directed to create a scoring process to evaluate proposals received from interested individuals/organizations.

### II. DRIVING GOVERNANCE

Education Code §17387 -17391.

### III. BUDGET

N/A

### IV. GOALS, OBJECTIVES, AND MEASURES

- Share scoring process with the Board.

### V. MAJOR INITIATIVES

N/A

### VI. RESULTS

The desired result is the reuse of the District's closed facilities to meet District and community needs.

### VII. NEXT STEPS

Proposals to be received by staff on or before October 16, 2014; criteria scoring applied and all proposals to be presented to the Board on November 6, 2014.



Sacramento City Unified School District

# Proposals for Closed Sites

## Proposed Schedule

Proposals due: ~~9/10~~ October 16, 2014

Proposals presented to Board: ~~10/2~~ November 6, 2014

Cathy Allen  
Assistant Superintendent,  
Facilities Support Services

(916) 643-9233

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## Description of Organization

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- Identify the lead agency who is submitting this proposal. Give a positive, concise, and fact-based description of your organization(s) : what it does, and what is going to make it unique, competitive and successful. Describe special features that will make your organization attractive to potential users and identify your organization's primary goals and objectives. If your organization serves a specific geographic area, list that information here.

Please also include your non-profit status.

Points

## Primary Organization Ownership/Legal Entity

- If licenses or permits are required, describe the requirements for acquiring them and where you are in the process, if applicable.

If you have not already stated whether this is an expansion of your current services or a relocation of your current services, include that here.

Points

## Partners

- List all of your partners that will be sharing the facility with you. Will you create a partnership to offer services or will your partners operate independently? If information about your partners—including your financial arrangements with them—plays an important part of your business, include the relevant information in this section.

Points

## Location

- Remember that location is of paramount importance to some types of organizations, less so for others.

- Please indicate your first choice of location and explain why it would be beneficial to your purpose. In case your first choice is not available, please also indicate a secondary location that would meet your needs.
- Are there particular classrooms or other spaces that you have already identified as being ideal for the setup of your service?
- Please attach site maps to the Appendices of this document, indicating your primary and secondary choices for both location(s) and for the spaces within the location(s).

Points

## Interior

- Are there any special requirements/modifications to the space that you will have to construct or install? If so, you will need Sacramento City Unified School District permission to do so.

Points

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## Start of Operation and Hours of Operation

▶ By what date do you anticipate beginning your operations at the site?

What hours do you anticipate operating? Will you follow the Sacramento City Unified School District calendar? During your hours of operation, will you require exclusive use of common space, such as multi-purpose rooms, fields, playground equipment, etc.?

Points

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## Services/Benefits Provided

▶ Describe your services and why there is a demand for them. How do they benefit Sacramento City Unified School District students, families and community? Will you charge fees for your services, and if so how much?

Describe the benefits your service will provide in the following areas, if applicable:

- Job Creation
- Housing
- Health Care
- Senior Focused Groups

Points

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## Financial Management

▶ Please describe how you envision your organization operating for its first year in this facility, giving emphasis to your ability to meet financial obligations and other considerations of the lease.

If your proposal is approved by the Board of Education, please confirm that you will be able to meet SCUSD insurance requirements. The limits of liability shall not be less than a Combined Single Limit for Bodily Injury, Property Damage and Personal Injury Liability of \$1,000,000 per occurrence. See the attached sample insurance documents for more guidance on this subject.

Points

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## Appendix

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### Miscellaneous Documents

▶ Please attach any other documents that you believe are relevant to your program. Make sure to include the site maps of the locations you are interested in, with your first and second choice of spaces clearly marked.

**Total Points:**

Points  
100