



MINUTES

CALL MEETING TO ORDER

The Bond Oversight Committee Chair Pat Eastman called the November 29, 2017, Budget Committee Meeting to order at 6:00 p.m.

Present were:

Pat Eastman	Bond Oversight Committee Chair
Dale DeBolt	Bond Oversight Committee Vice-Chair
Eric Aguinaga	Bond Oversight Committee Member
Dawn Davis	Bond Oversight Committee Member
Rick Costain	Bond Oversight Committee Member
Micah Smith	School Board Chair (departed 7:13 p.m.)
Doug Pigman	Facilities
Russell Allen	Director of Business
David McKay	Bond Program Director, HMK Company

Committee Member Jerry Boehme made previous arrangements to be absent from the meeting. A list of others present at the meeting is attached to the original minutes.

PLEDGE OF ALLEGIANCE

Committee Chair Pat Eastman led the audience in the Pledge of Allegiance.

BOND OVERSIGHT COMMITTEE OPERATIONAL TASKS

Approval of Minutes of the October 11, 2017 Meeting

Mr. Eastman stated that he assumed that everyone had an opportunity to review the minutes that were sent out and asked if there were any corrections. There were none. Ms. Davis made a motion to approve the minutes as presented. Mr. Aguinaga seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

BOND PROJECTS STATUS REPORT

Mr. Eastman asked Mr. McKay for a status report on Bond projects. Mr. McKay responded that everything is proceeding on schedule except for design at South and will have an update in the next Board Packet.

Mr. McKay reported that everything is staying consistent but wanted to be sure that everyone knew that we are in an inflationary market. He shared that in his experience the project team is diligently working to align project budget with the scope of work, however he shared that they have not dealt with contractor

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saturation like it currently is. There is need for skilled labor and there seems to be fewer and fewer trades people available. Mr. Eastman asked the definition of “contractor saturated”. Mr. McKay replied that it means that the contractors are booked out with not enough staff to accept additional work. He stated that even with this challenge, they are bidding early and aggressively seeking contractors by actively calling, sending e-mails, and doing whatever it takes to generate interest. He asked the Committee to channel names of local tradesmen to him to add to his comprehensive list of contacts. Mr. Eastman asked Mr. McKay at what point does he get nervous regarding timelines and spending funds. Mr. McKay responded that what will concern him is contractors not showing up for the mandatory pre-bid meetings; the spend-down doesn't worry him.

Board Chair Micah Smith asked that if there is not a large number of contractors show up to the mandatory pre-bid meetings, is there a way to walk away and try again? Mr. McKay responded yes. Mr. Eastman asked what trying again does. Mr. McKay replied that there could be additional pre-bid meetings scheduled. Discussion ensued regarding mandatory pre-bid conferences and non-mandatory pre-bid conferences and the logic behind each one.

Mr. McKay went through the Board Report that was provided in the packet. He shared the list of Contractors currently under contract with GAPS, most of which were from Albany and others from Corvallis and Lebanon. Mr. Eastman commented that it would be good to share this information at a Chamber meeting. Mr. Costain commented that there was positive feedback after Mr. Golden spoke at the most recent Kiwanis meeting. Mr. DeBolt suggested looking at CCB's registered in the area for more possible contractor contacts.

New School

Mr. McKay reported that progress was being made on the new school as expected. He stated that the RFQ was advertised today, the mandatory pre-qualification meeting is scheduled for December 12th and qualification information is due on the 21st. The information will be scored and the project will go out to bid on February 1 with the due date in early March to be able to take a recommendation to the March 14th Board Meeting. Mr. McKay commented that he believes that the parking lot design is favorable and the only challenges are in wanting to connect the bus loop to Sommerset. He stated that the City of Albany has been great to work with, a good team partner. Another challenge is the wetlands applications. The District finally received a formal approval from DSL to pre-purchase 12 acres of wetland credits. Mr. McKay stated that final submissions to DSL and the Corps of Engineers will be made shortly.

Oak Grove

Mr. McKay reported that staff was finalizing fee negotiations with gLAs and the schedule has been worked out. He shared that Oak Grove will have two packages that will go out to bid. The first is a site package going out in April for mobilization before the end of school this year. The second package will go out in May for the building package and bidding will be complete by June so construction can begin. This keeps with the goal of the school opening for the 2019 school year. A rehousing plan is underway for students during the construction which could include moving a portable to NAE and 5th graders at NAMS. This would delay the NAMS CTE remodel project but would be more cost effective than delaying Oak Grove construction. Mr. Allen emphasized that **there have been no final decisions on rehousing**, these are just possibilities. Discussion ensued regarding OG packup and cleanout and the parking lot/bus loop entrance/exit limitations.

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Calapooia, Memorial, Timber, and NAMS CTE Upgrades and Renovations

Mr. McKay reported that Calapooia, Memorial, and Timber Ridge are all ready to go out to bid in January. He stated that at this point, NAMS will be planned out 100% and then put on hold to bid in January 2019 for a summer 2019 project.

South Albany High School

Mr. McKay stated that South Albany projects were currently in the Design Development phase and that the schedule needs to be somewhat revised. He shared that it has been bumped about 3 weeks but there will be a revision ready for the Board on December 11th. He commented that the time bump won't affect the project.

West Albany High School

Mr. McKay reported that the Work Session to discuss West Albany High School was postponed because they were so focused on meeting deadlines, that they were only presenting one plan for the bond premium build out. He felt there needed to be a Plan B to be developed and evaluated to determine a proper direction first. He stated that this discussion will take place at the December 11th Board Work Session and does not believe it will have any issues with the schedule of the project. Mr. McKay then stated that there was an issue that came up that we are being required to do a wetland's delineation of the fields. He shared that since the question has been raised, it is well worth going about doing it correctly rather than being served with stop work orders and fines. Discussion ensued.

Paving Projects

Mr. McKay shared that all the paving projects, except Liberty, are moving forward and are ready to go out for bid the first week of January. He stated that they have had some discussions with the new principal so they are pulling Liberty's paving project for this year so they have adequate time to consider the needs of the school.

Roofing

Mr. McKay stated that staff was working hard to align the budget with scope of work. He shared that they are beginning on the bid documents and will be ready to go out for mandatory pre-bid conference on January 9. . Mr. Eastman asked if all building roofs would be done at the same time. Mr. McKay responded that this type of work must be done during the summer break because of odors associated with roofing. He shared that the Albany Community Pool would also be one of the summer projects this year. They have a very short window in August in which work can be done on the building. Mr. Allen shared with the Committee that there is \$1.5 million of critical facility upgrades to take place at the Pool. He commented that the City of Albany runs the operations but the building (shell) is ours. Mr. Costain commented that was one reason for many yes votes on the Bond. Mr. Pigman stated that there are HVAC, door and roof issues that he is very concerned about and is happy to get them taken care of. Discussion ensued about energy conservation costs and opportunities.

Mr. McKay stated that in regards to ADA restrooms, there were plans for four new ADA restrooms to be installed; however, since early pricing models were significantly higher than originally budgeted, it was determined that they would do one as a test pilot determine a cost valuation and roll forward with planning

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on the others for next summer. Ms. Davis asked what the anticipated costs were, Mr. Pigman responded that it was approximately \$40,000 each \$80,000 total for a set.

Weld Shop

Mr. McKay reported that his team took the project through the conditional use permit process and schematic design before passing it over to Mr. Pigman and his team who are taking the lead role on this project. Mr. Allen asked Mr. Pigman to explain why the Weld Shop was a priority. Mr. Pigman replied that currently the weld shop is located under the stadium at West Albany High School which is causing equipment to rust and that they had also given up significant space for West Albany's needs. He shared that there is an OSHA concern because it is a remote site. He explained that the plan is to put the shop behind the facilities buildings on Grand Prairie off of Three Lakes Road. It is to be a to be submitted to the County for plan review.

Mr. Costain asked if the district could self-perform more projects if necessary because of the contractor saturation issue. Mr. Pigman responded that right now they are at capacity. His department is definitely stretched with reviewing bond development documents and submittals to make sure that lessons learned in the past are not repeated. He stated that he has a talented team. He shared that many of the individuals that he has recently hired are at a point in their lives that they are done with traveling and happy to be home and working. He stated that he is being conservative right now in committing their resources so projects can be done correctly and with quality. Mr. Allen added that as we get to year 4 and can save dollars by self-performing, then that will be a good time to do it.

Mr. Aguinaga asked if the shop was out of the base bond. Mr. McKay responded that it was one of the self-performed projects that is to be reimbursed from the OSSIM Grant. Mr. Allen commented that none of the Facilities Department Self Perform CFU projects are out of the bond dollars.

Calapooia, Memorial, and West Albany Critical Facility Upgrades

Mr. Pigman reported that his team was 85 percent complete on West and 50 percent complete at Memorial. He shared that the work at Calapooia had slowed down a bit. He stated that a majority of West and a portion of Memorial was worked on through the summer since his team had free reign of those schools at that time. He stated that his team was continuing through the buildings by starting at 4:30 in the morning at the building and working until staff and students arrive. It has caused some inefficiencies but the large chunk of time in the morning allows a lot of work to get done. He stated that they are using the rest of their time to stage for the next morning so there is no loss of time. Mr. Eastman stated that the work the he had seen at Calapooia was professionally done with straight wire runs and materials kept neat and tidy. Mr. Pigman added that his team was taking a huge amount of ownership on their work and the projects.

Mr. Pigman also reported that they had developed a form and sent it out to all staff at West, Memorial, and Calapooia to get feedback from staff being affected by the work being done. He stated that they had changed the model for Calapooia and are trying to start and finish a classroom in the same day. Discussion ensued regarding temperature settings and heating methods in different classrooms and buildings. Mr. Smith asked how staff is being informed about the systems and how the systems are expected to work. Mr. Pigman responded that the team is communicating with the staff when they are in the classroom. Mr. Costain suggested producing something on YouTube to send to staff members to help them understand the process and what to expect. Mr. Smith stated that it would be an advantage to the process of the bond and being proactive to address these concerns so the wrong message isn't getting out to the community.

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Mr. Eastman commented that there was about 10 minutes or so left for discussion. Mr. Smith left the meeting at 7:13 p.m.

Mr. Pigman then reported that West and Memorial are on track, the main piece is the integration into building Automation Graphics Program. He stated that they are running on stand-alone schedules at present. They have programmed the holiday calendar for this year so that if at any time the temperature drops below 32 degrees, the heating systems will automatically start up and because of the digital control and schedule, the set point for nights are 50 degrees. This way the whole building is not being heated to keep the building safe. Mr. Costain asked if the new thermostats will be remotely monitored. Mr. Pigman responded yes.

Mr. McKay stated that in closing, Mr. Pigman had brought up a good point as he was hiring new people he found that individuals are tired of traveling for their work. He stated that his hope is that this will help push local contractors to go after our jobs aggressively.

Mr. Costain suggested keeping in mind that the Committee needs to keep communicating and be as transparent as possible about this Bond looking forward to the next one. Mr. Eastman stated that the process is already starting with the February Chamber meeting where Mr. Golden will be speaking and there are plans to do the breakfast and noon rubber chicken tour again to get back out in front of those folks to keep the ball rolling. Mr. Costain stated that communication has to include teachers, students, and staff in buildings who are expecting the Bond to fix something and it wasn't in the Bond to fix. He stated that we can't have that negative loop going home. Discussion ensued. Mr. Aguinaga asked Mr. McKay to send him digital copies of the pictures in the report to be put on their Bond face book page.

BOND PROJECTS COMMITTEE DISCUSSION

Mr. Eastman commented that he had been to almost every meeting that he has been asked to attend, and stated that the majority was well worth attending and they all seemed to be rolling along well. He asked if there were any questions or comments from the Committee. Ms. Davis asked that with the possibility of having 5th graders at NAMS, has there been any push back from school administration. Mr. Dilbone stated that he has not heard any push back from the principal. Ms. Davis commented that the next work session with the Board was set for Monday, December 11th, and asked about a meeting for South. Mr. McKay responded that there has not been one scheduled yet but one will be officially scheduled for January at the December 11 Board Meeting.

Mr. Eastman reminded the Committee that there is a work session with the Board scheduled for December 11 starting at 5:00 p.m. and the next Bond Oversight Committee meeting is scheduled for January 24. He then adjourned the meeting at 7:25 p.m.

Pat Eastman
Bond Oversight Committee Chair

Recorded by Kathie Vosper