



MINUTES

CALL MEETING TO ORDER

The Bond Oversight Committee Chair Pat Eastman called the October 11, 2017, Budget Committee Meeting to order at 6:00 p.m.

Present were:

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| Pat Eastman | Bond Oversight Committee Chair |
| Dale DeBolt | Bond Oversight Committee Vice-Chair |
| Eric Aguinaga | Bond Oversight Committee Member |
| Jerry Boehme | Bond Oversight Committee Member |
| Dawn Davis | Bond Oversight Committee Member |
| Rick Costain | Bond Oversight Committee Member |
| Scott Pierson | Bond Oversight Committee Member |
| Heath Kasper | Bond Oversight Committee Member |
| Micah Smith | School Board Chair (departed 6:40 p.m.) |
| Jim Golden | Superintendent |
| Rich Sipe | Human Resources Department |
| Russell Allen | Director of Business |
| David McKay | Bond Program Director, HMK Company |

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 flag salute.

BOND OVERSIGHT COMMITTEE OPERATIONAL TASKS

Approval of Minutes of the August 22, 2017 Meeting

Mr. Eastman stated that he assumed that everyone had an opportunity to review the minutes that were sent out. He asked if there were any questions from the last meeting. Committee Member Dawn Davis referred to the Yes For Albany School political action committee and stated that she wished to detail the monetary donations made to the committee. She reported:

<u>Donor Category:</u>	<u>Amount</u>
Employee Unions	\$ 5,750
Citizens	\$14,137 (most donors were educators)
Contractors	\$ 7,500
Businesses	<u>\$ 5,195</u>
Total:	\$32,582

Mr. Eastman then asked for a motion to adopt the minutes. Committee Member Rick Costain made a motion to accept the minutes as presented. Committee Member Dale DeBolt seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

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Micah Smith CBOC Relationship with GAPS Board and Duty Clarification

School Board Chair Micah Smith thanked the committee members for their service to the school district. He said that he wished to discuss the Bond Oversight Committee's relationship with the School Board. He said that he and the members of the School Board, at their October 9 meeting, discussed the role of the Bond Oversight Committee. He said that he wanted to ensure that everyone was on the same page as to what was expected of the Committee.

He said that he asked at an earlier meeting whether the Committee should be used to assist Bond Project Manager David McKay. He said that he asked whether the Committee should be asked to make project recommendations to the Board. He said that the Board agreed that the program implementation plan provided on page 2 of the agenda codifies the Board's expectations. He said that the Board members nodded in agreement that they did not want to combine advice with oversight. He said that for the 2006 bond, the Committee was asked to review whether the district was spending money in line with what was told to the public. He said that is the role that the Board wanted for this Committee.

Mr. Boehme said that one of the differences with this bond was the bond premium. He said that otherwise, the role of the two Committees was the same.

Board Chair Smith said that last bond there was a listing of projects that could be picked up if additional money was available.

Mr. Costain said that at the last bond, there were additional funds available. Business and Operations Director Russ Allen said that in the previous bond, there was a listing of projects that could be addressed with additional funding. He said that this time, the district could certainly come up with additional projects under the category of "safe, warm and dry." He said that the district does not presently have a similar listing for other projects.

Mr. Costain asked, if the district were to again get to the point where additional funds were available, would the Oversight Committee be asked for their recommendations.

Mr. Allen said that was not part of the Committee's charter but as the Committee was appointed by the School Board, the Board could forward any matter it wished to the Committee.

Board Chair Smith said that additional projects should be driven by the Project Manager through an educational lens.

Mr. Boehme said that for the 2006 bond, the Committee looked at a group of items and made a recommendation of what they thought would fit in. Board Chair Smith said that could happen again this bond.

Ms. Davis said that she understood Board Chair Smith to say that he wished the Committee to continue in an oversight role and if the Board later wanted more it would tell the Committee. Board Chair Smith and Committee members nodded in agreement.

BOND PROJECTS STATUS REPORT

Mr. Eastman noted that the members received the packets by email from Kathie Vosper.

Mr. McKay said that the packets included a work sheet for the bond premium. He explained that all of the projects approved by the Board now had the same priority. He said that for the bid alternates, the Board developed a series of priorities that the Board developed as a group.

Mr. Kasper asked if the \$6 million was set aside. Mr. McKay said that the \$6 million was set into bid alternates which could be activated if funds were available.

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Mr. Aguinaga asked for an explanation of the bid alternates. Mr. McKay replied that if there was money remaining, the Board could chose to allocate those funds through the bid alternates.

Mr. Aguinaga asked if the Board had approved the construction of an auxiliary gymnasium for the new elementary school. Mr. McKay clarified that the Board approved the design of the bid alternate but the Directors did not approve their construction. Mr. Allen said that the architect was asked for a 600 student design. Board Chair Smith said that when the design came back and the cost estimate came back, and the construction bids were received, the Board would then decide on the final configuration.

Mr. Allen said that there was a very strong desire on the part of the Board for a 600 student school. Mr. Debolt agreed.

Board Chair Smith clarified that the school would not be a K-5 campus. He said that it might be K-4 or K-3.

Board Chair Smith added that Superintendent Jim Golden wanted to build a 600 student building.

Mr. Eastman asked Mr. McKay when he would feel comfortable as to the ability to decide between a building supporting 500 and a building housing 600 students. Mr. McKay said that he would have a better idea on bid day. He said that he anticipated receiving additional cost estimates within ten days and that would give him a better indication.

Mr. Pierson asked of the next step. He said that as a committee that strictly weighs whether or not the current process meets the expectations of the bond, he asked when the Bond Oversight Committee would get involved.

Mr. McKay replied that in many ways, the Committee had already provided an input. He referred to the Committee's recommendations regarding the bond premium. He said that the responses indicated that the Committee believed that the projects were already in alignment with the bond promise. Committee members nodded in agreement.

Mr. Pierson said that it appeared that some of the projects had moved from "priority" to "included." He asked when the Oversight Committee would weigh in and either approve or condone the recommendation to the School Board.

Mr. Allen replied that the projects were already prioritized and recommended to the School Board.

Board Chair Smith said that the decision was now in the Board's lap. He said that the role of the Committee was not to decide which projects are put into the bond. He said that the role of the Committee is to determine whether the projects put into the bond meet the bond's purpose as was sold to the taxpayers.

He explained that the bond premium dollars were a different matter. He said that the Board wished to move quickly to meet bidding schedules. He said that the Board also wished to leverage the community viewpoint and the Bond Oversight Committee was a body which could examine the listing provided by staff and express an opinion whether the projects meet the bond's purpose.

Mr. Allen said that as a general rule the district would prefer to put things past the Committee before the Board made its decision.

Mr. Eastman said that he hoped to be able to complete all of the projects and bid alternates.

BOND PROJECTS COMMITTEE DISCUSSION

Mr. McKay said that his staff was working very hard and was keeping to the schedule. He noted that there were a number of design changes to the South Albany High School project. He said that all of the projects were moving well and he had no concerns.

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He said that the middle school projects would bid in January 2018 and the new elementary school would bid in February 2018. He said that the South Albany High School project would bid in March 2018 and the Oak Grove Elementary School project would bid in April 2018. He said that all of the projects were moving forward well.

Mr. Golden said that at least one of the district staff members was at each of the project design meetings. He said that Susie Orsborn was leading the staff at the West Albany High School project and Brent Belveal was leading staff at the South Albany High School project. He said that he and Assistant Superintendent Tonja Everest were involved in the elementary school design work.

Mr. McKay spoke of design phases. He said that the first step was Schematic Design which would provide the initial design work including some basic elevations, basic floor plans and identification as to where the building would be on the site. He said that it would not be well detailed. He said that he would offer some schematic design drawings in a few minutes.

He said that the next phase was Design Development which would have more detail such as roofing and siding. He said that there would be interior elevations.

Mr. McKay said that the third phase was Construction Documents. He said that the drawings would be fully detailed and specifications provided so that contractors would have all of the information for them to bid and build the structure.

He said that the new elementary school had completed design development and the design was at the cost estimators. He estimated that the cost estimates would become available during the week of October 23, 2017.

Mr. McKay said that the schematic design work for Oak Grove Elementary School was complete and the work was at the cost estimators.

He said that the schematic design work for South Albany High School was complete. He said that Committee members Pat Eastman and Rick Costain participated in a meeting about the school during the previous week.

Mr. Golden said that what makes the West Albany High School project difficult is that Phase 1 has to tie in well to Phase 2.

Mr. Eastman said that it is a very interesting project. He said that West Albany High School was a very complicated project. He said that he had confidence in the ability of DLR Architects.

Committee Member Dawn Davis said that DLR Architects was being very thoughtful with the project. She said that they were considering program needs but at the same time being efficient with the funds available. She said that she appreciated the amount of work that goes into the project.

Mr. Eastman said that the process included visits to schools in other districts.

Committee Member Eric Aguinaga asked about parking at the new elementary school. Mr. McKay said that his team was pushing in that direction. He said that he supported a 600 student building.

Mr. McKay said that the Oak Grove Elementary School land use application was recently reviewed by Benton County Planning Commission. He said that the commission praised the work of David Reece & Associates for the exceptional job the company did in preparing the necessary documents. He said that the planning commission recommended approval to the Benton County Board of Commissioners for their November 7 meeting.

He said that the Oak Grove School project would be guided by a CMGC (Construction Manager General Contractor) because the project is so complicated. He said that it would be helpful to have the person on board during the design

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phase. Mr. McKay asked for two Bond Oversight Committee members to join in for the scoring of the CMGC Request for Proposal responses and to be involved in the interview process during the period of October 20-27. Committee Members Dale Debolt and Dawn Davis agreed to participate. Mr. Eastman said that he would be available as an alternate.

Mr. McKay spoke of his efforts in reaching out to local contractors. He said that one of the things he asked of potential Construction Manager General Contractors was for them to provide the district with an outreach plan for inclusion of local sub-contractors. He said that he established a 25 mile radius from the district office for that outreach.

He said that included in the Bond Update report was a summary of the local vendors with which the district was working. He said that the district has five engineering consultants and four vendors from other construction specialties.

Mr. McKay spoke of the proposed work at South Albany High School and provided a diagram of the overall site plan.

Committee Member Jerry Boehme said that one of the things the Committee does is that it gives a lens to the public. He asked that if there was something that the Committee believed would not sell well to the public, was that something that the Board wished to hear.

Mr. Allen said that he could ask the Board about that but it seemed to him that if a Committee member had design issues they could discuss those concerns individually. He noted that one of the Committee's tasks was to report to the Board at least quarterly regarding program progress. He said that if a Committee member has a specific concern, it might be something better taken up one-on-one with a Board member.

Mr. Eastman said that the Board was certainly very responsive to comments from the public. He added that he had confidence in the abilities of Mr. McKay.

Mr. Allen said that if there were a circumstance in which a project exceeded the scope that was advertised to the public that would certainly be within their purview.

Mr. Eastman said that from what he had observed within the schools, such issues were being discussed regularly. He said that Mr. McKay and his staff were there to put a lid on project creep.

Mr. McKay said that the South Albany High School work was at the schematic design phase and it was pure in concept. He said that they were artist's impressions. He said that when the work progressed to design development, one would see something that was probably different. He said that the intention was to create an entrance that let in light and was inviting, and provided remodeled restrooms, an elevator to the second floor and an auxiliary gymnasium/maker space.

He then took the discussion to the Career and Technical Education spaces. He said that the design included a covered area in the center of the building and exterior storage on the east-facing side of the building.

Mr. McKay also spoke of the proposed work in the little theater and noted that the revisions would be small. He said that there would not be changes to the seating. Mr. Allen said that there was consideration to reviewing the current sound and lighting systems. He said that the focus has been in facility improvements in order to improve the flow of the performances.

Mr. McKay said that the budget for the little theater was small. He said that the objective was to make the largest differences in the program performances within a construction budget of \$300,000.

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Mr. McKay presented drawings for the South Albany High School Career and Technical Education (CTE) building including the location of the two bid-alternate classrooms. He said that the large, center classroom could be used by the construction trades.

Mr. Eastman asked if the storage areas would project out into the existing parking lot. Mr. McKay said that it was too soon to say. He said that the schematic design meeting would be 2:00 p.m. on October 17 in the school library.

Mr. McKay spoke of the new elementary school. He said that the design of the parking lot was still not set but it was something he was pushing on. He said that he was attempting to address possible congestion and to provide more spaces. Mr. Golden said that the district considered a number of options for the location of the parking lots.

Mr. Aguinaga commented about parent parking during school events. Mr. McKay said that the Board would review the plans during their next work session on October 23.

Mr. Eastman asked about construction framing. Mr. McKay said that the framing would be wood rather than steel as steel was more expensive. He spoke of building design in reducing the amount of sound that might be conveyed between floors.

Mr. McKay spoke of Oak Grove Elementary School. He noted that location of the current gymnasium that will be removed. Mr. Golden said that the architect did some thoughtful work on the courtyard.

Mr. McKay indicated the location of the new gymnasium, new cafeteria, six new classrooms and the four classroom bid alternate. He said that the team was considering modular-style construction, similar to the work completed at Periwinkle and Lafayette Elementary Schools.

Committee Member Rick Costain asked if there was difference in life expectancy with the modular construction buildings. Mr. McKay said that there was no difference in quality and life expectancy because of the construction methods required by the district.

Mr. McKay said that one of the challenges was trying to incorporate a building begun in the 1940's with a modern day design.

Mr. Eastman asked if the building would include a sprinkling system. Mr. McKay said that it was not required by code because of the size of the building, its separation and its firewalls.

Mr. McKay said that the Committee was welcome to attend the design meetings. He suggested, however, that the Committee members not attempt to get too involved in the design of the structures.

He described how the meetings were conducted with the intent of getting the most value. He spoke considerations with roofing types and siding styles. He cautioned that the Committee should not become excited if the initial cost estimates were over budget. He said that was part of the normal process. He said that he wanted durable buildings that were easy to maintain and were long lasting.

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QUESTIONS AND COMMENTS

Mr. Eastman said that the differences between private and public sector construction very far apart. He said that he appreciated the work of Mr. McKay. He said that at some point he would like to have a briefing by district staff member Jon Dilbone on career and technical education spaces.

Mr. Pierson asked about a joint meeting between the Bond Oversight Committee and the School Board on October 23. Mr. Allen said that the session would be 5:00 on October 23. He said that the meeting was indicated on the School Board agenda but was not conveyed earlier to the Bond Oversight Committee. He said that was an oversight on the staff's part.

Mr. McKay said that the October 23 meeting would discuss elementary schools. He said that an additional joint meeting on November 20 would discuss West Albany High School and the December 11 meeting would discuss South Albany High School.

Ms. Davis said that some of the bond work was to be taken on by district facilities staff. She said that the Committee would receive reports on the work they completed. Mr. McKay said that the Committee would receive that information.

ADJOURN

Mr. Eastman adjourned the meeting at 7:37 p.m.

Pat Eastman, Bond Oversight Committee Chair

Recorded by Jim Haggart