

ASHLAND PUBLIC SCHOOLS

JACKSON COUNTY SCHOOL DISTRICT #5

Samuel Bogdanove
Superintendent

BOARD OF DIRECTORS

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Bond Oversight Committee

Virtual Meeting via Zoom

November 11, 2020 4:00 pm – 5:30 pm

Attendance

Curtis Bacon, Secretary
Samuel Bogdanove, ASD
Jill Franko, Vice-Chair
Shane Hunter
Kathleen Kane
Chris McKay, HMK
David McKay, HMK

Steve Mitzel, ASD
Ryan Schnobrich, Chair
Alana Valencia, ASD
Dustin Way
Jim Westrick, ASD School Board
ASD District Staff: Kristi Nelson

Meeting Minutes

- **Call meeting to order:** Ryan Schnobrich called the meeting to order at 4:04 pm.
- **Review and approval of previous meeting minutes:** A motion to approve the 9/16/2020 DBOC minutes, as presented, was made by Shane Hunter and it was unanimously approved by the committee.
- **Annual Report to the School Board Presentation Recap:** Jill Franko presented the committee's report to the School Board at the meeting on Monday November 9. After summarizing the report in her presentation, the School Board asked about how communication was within the group. Jill responded that the committee is comfortable voicing what they've heard in the community. Samuel Bogdanove's take on the Board's question was to verify that effective communication was taking place in the committee with a level of trust and transparency. Steve Mitzel added that since meetings are now held virtually, the Board wants to make sure the committee is getting what it needs, as other groups have been struggling in this area. Chris offered to meet with anyone who feels they need additional information. Ryan then thanked Jill for presenting the report to the School Board.
- **Review End of Month (EOM) reports:** presented by Chris McKay
 - **EOM August 2020:**

- Willow Wind is highlighted in this report. Local firm arkitek has been hired to address HVAC and restrooms. It is a challenging site because it is an old farmhouse.
- Thirty-seven contracts have been issued, totaling just under \$15M in encumbered funds.
- Social media dip in August, likely due to summer activities. Beginning to see more interactions and comments, versus just “likes.”
- AMS/JMOS completed and issued bidding documents with bids due back in September. Onsite temporary facilities work was completed.
- Helman Elementary completed the early site package and was issued to bidders in September. Construction documents were finished for the completion package. Sustainability meetings continued. In November, Chris will release statistics that quantify where the savings are at each school and how sustainability strategies are being measured. He then shared the design for the secure vestibule front entrance for the school.
- At AHS, 50% schematic design documents were submitted. The main focus for the team was to try navigating the site as though they had mobility challenges. There is a student currently on the core team with mobility challenges who has been incredibly valuable on the project.
- Walker Elementary completed schematic design and had an estimate with updates. Currently working with a kitchen consultant, as the kitchen will be replaced.
- **EOM September 2020**
 - Helman Elementary began early site work preparation, which included removal of a 12K gallon diesel tank.
 - AMS/JMOS and Helman projects were issued to bidders, and the team began working through the guaranteed maximum price (GMP) process.
 - Bond newsletters are released monthly, and then once quarterly, and all are posted on the Facebook page. Signs have been posted at construction sites and soon fliers will also be available onsite for the community. A biweekly newsletter is currently sent to ASD staff, with links to specific sites for construction details. Ryan asked if any media collaborations were in the works. Steve responded the media has reached out, but we are getting the most traction with social media. Due to Covid restrictions, ground breaking ceremonies for Helman Elementary and AMS were minimized to essential participants, and videos will be available soon. Chris recommended reading an article on Mist Wireless, posted on HMK social media in September.
 - Five new local vendors were added, all for the temporary modulars at AMS.
 - AMS/JMOS coordinated four pre-bid walks for contractors, offering availability for questions. September 24 was bid day. Bids were reviewed by HMK to come to the GMP for the project, to deliver to the School Board in October for approval.
 - HMK hosted a furniture fair in the AMS large gym. Emily Valdez, FF&E Coordinator at HMK, brought in classroom furniture from six different vendors and met with groups of staff, community members and parents who asked questions and gave feedback about the furniture selections. There were no salespeople in attendance.
 - Panels creating temporary counseling spaces at AMS were donated by OSU, at a great cost savings to the district.
 - Helman Elementary completed the construction document phase for the completion package. A final estimate was completed including the early site package and the completion package.

- Three diesel tanks in total will be removed from school district properties. The tanks at AMS and Helman Elementary have been removed, and last one will be removed from Walker Elementary. Environmental testing is completed with each removal, and both AMS and Helman came back clear.
 - Helman Elementary was awarded a grant for playground equipment from vendor Game Time. This won't be seen on the revenue sheet because the grant is applied in advance and deducted from the total cost, but it will be highlighted at the next board meeting.
 - AHS is working to complete schematic design. Request for proposals for CM|GC was issued and seven proposals were received. All proposals were scored and the core team interviewed four contractors.
 - Walker Elementary completed schematic design and received an estimate which came in under budget. Jill asked if it came in under budget due to program cuts. Steve explained that the program did need to be re-examined and Walker was willing to fine tune the program, and subsequently the estimate came in lower. Concrete GPR will perform scanning of the building to give a better understanding of the structure. Certa Building Solutions was selected to be the building envelope consultant.
 - The group discussed foreseeable impacts to the labor force and materials due to events of this year. Chris explained that in anticipation of this, Adroit has increased their contingency from 12% to 15%, and that 3% additional contingency represents roughly \$0.5M. He stated that HMK is starting to see schedule impacts, especially for site work, as it is becoming more difficult to get local man power. HMK would like to keep the work and Bond dollars in the Rogue Valley; however, they will look outside the area if needed. Steve added that Adroit is taking Covid protocols very seriously, as one positive test can take out entire crew, also causing delays.
- **Budget:**
 - Chris highlighted that two of the four major projects are now under contract, with \$14.3M in unallocated revenue. Risk is reducing.
 - Design fees increased at Walker Elementary and AHS. Walker was primarily due to the completion of predesign/programming phase, which allowed the full contract to then be negotiated with BBT. Both Walker and AHS received seismic grants, which also causes an increase in design work for each project.
 - Shane noticed negative numbers in the remaining balance column of the program level budget. Chris stated that this is because costs such as miscellaneous fees don't have a specific line item. Alana Valencia reiterated this and noted the soft costs are within budget. Chris will allocate funds, with Board approval, as Lincoln and Roofing projects wrap up. Additional soft cost funds will be earmarked to eliminate the negative numbers on the budget.
- **Questions and Comments:** None.
- **Next Meeting:** Wednesday, January 13, 2021
- **Adjourn:** The meeting was adjourned by Ryan at 5:29 pm.