

Bond Oversight Committee (BOC)

Meeting Minutes

December 8, 2015

Committee Members:

Present:	Ray Clayton	Virgil Flathouse	Kerry Moll
	Mike Dansby	Greg Greeson	Tom Shea
	Dina Dreifuerst	John Havenstrite	Wendy Smiley
	Erik Eff	Kim McMath	
Not Present:	Hillary Calavitta	Matthew Wernli	

EISD Staff and Consultants:

David Edgar, Asst. Superintendent of Business Services
Jeremy Trimble, Executive Director of Facilities and Operations
Tim Wysong, Director of Transportation
Ryan Petru, Director of Technology
Brandon Cardwell, Asst. Director Maintenance & Operations
Tiffany Murdock, Exec. Asst. to Asst. Superintendent
Scott Wilson, Bailey Elliott Construction
Dennis Rhem, Bailey Elliott Construction
Al Vickers, Technology Consultant
Chuck Fields, Architect

Proceedings:

The meeting was called to order at 6:02 p.m. by Virgil Flathouse, BOC Chair. Minutes from the October 13, 2015, regular meeting were reviewed and unanimously approved following a motion by John Havenstrite, which was seconded by Mike Dansby.

Open Forum:

There were no visitors who chose to speak.

Business:

David Edgar introduced Jeremy Trimble, the new Executive Director of Facilities and Operations. He comes to us from Leander ISD, where he was responsible for many departments, including Maintenance, Operations, Child Nutrition, and Transportation.

Discussion of District's use of the Construction Manager at Risk (CMAR) procurement method for construction projects included in the 2015 Bond. This method assigns a Guaranteed Maximum Price (GMP) for each project, based upon estimates gathered in the planning stages. If a project's costs (exclusive of any change orders) exceed the GMP, the CMAR absorbs that additional cost. If a project comes in under its GMP, the District keeps the savings. CMAR is a more efficient, collaborative delivery method than others, such as Competitive Sealed Proposal (CSP).

The District generated and published a Request for Proposals (RFP). Discussion of RFP vs. RFQ (Request for Qualifications). Four applicants were qualified based upon established criteria such as demonstrated competence, and ranked. Bailey Elliott was selected by the District to serve as CMAR for these specific projects, and then they developed the proposal and GMP currently under review. In this context, CMAR is a type of General Manager or General Contractor. This group of projects should all be completed by September or October 2016; some will be finished as early as June. The District has also hired Chuck Fields as the Architect on these projects.

Discussion of other costs, beyond GMP, for projects under review. Permits & Fees, such as architecture & engineering expenses, are substantially set. Soft Costs are estimated District expenses associated with these construction projects, which are not included in the GMP. For example, there will be dislocation expenses for transportation & maintenance staff affected by work on the Transportation building. In addition, the District will incur fees from Austin Energy and other entities for connecting power, soil testing, and other services. The District aims to start these projects before other Districts that just passed bonds in November, and there is a lot of planning and preparation to do first. Discussion of how decisions related to Bond projects will be viewed within the community, and typical questions that arise.

Discussion of CMAR Projects spreadsheet and Bond Total Budget vs. Total Project Cost. The Bond Total Budget of \$10.6 million reflects the original estimates based upon the District Master Plan, along with studies developed in connection with the 2014 Bond proposal. The line item for each project includes all estimated costs associated with that project: GMP, Soft Costs, and Permits & Fees.

The scope of some projects has changed to reflect current District needs. The Total Project Cost column reflects updated estimates for each project, based upon revised project plans, Bailey Elliott's GMP bid, and more detailed analysis of associated Soft Costs and Permits & Fees. As a result, the Total Project Cost for some items is substantially higher or lower than the original Bond proposal.

Discussion of Alternates listed in the Construction Budgets, some recommended and some not recommended. These items often involve multiple trades, making it difficult to go back to clearly identify the total cost of one. Many Alternates are not really optional, but weren't included in the original project scope. All recommended Alternates fall within the initial 20% contingency allowance of the original Bond Budget, and are rolled into the GMP for each project. If the BOC rejects a recommended Alternate, the GMP will be reduced. The opposite occurs if the BOC approves an Alternate that was not recommended.

- 1. D01 District Operations Center (DOC).** The DOC is a new facility to be built on the Shriner property behind the current Administration Building. It will house Maintenance & Operations, Technology, Facility Rentals, and Safety & Risk Management. While the Bond Total Budget for the DOC was \$3.4 million, the current estimated Total Project Cost is now \$4 million. The base bid of \$2.99 million includes construction costs, plus itemized allowances for larger variable costs such as code compliance, signage, and security. Highlighting large expenses like these is intended to enhance overall project transparency.

- a. **Alternate #1 Rainwater Collection System – not recommended.** Building this system was considered by the district, but ultimately not recommended for inclusion in the current Bond projects, for a total savings of almost \$60,000.
- b. **Alternate #2 Liebert System - recommended.** In about one year, the district will move its network operations center (NOC) to the DOC. The NOC needs specialized, precision air conditioning, known as a Liebert System, to control temperature and humidity, 24/7, ensuring the equipment operates efficiently. While this system isn't really optional, its estimated cost of \$214,000 was not included in the original project scope, and it is appropriate to incorporate it into the initial building phase now.
- c. **Alternate #5 UPS System - recommended.** An Uninterrupted Power Supply (UPS) System is also an essential component, sustaining & protecting the NOC in the event of a power surge or outage, until emergency back-up power activates.
- d. **Alternate #6 Sapphire FP System - recommended.** This is a specialized fire suppression system designed for vulnerable areas like data centers and libraries. Pressurized liquid is released as a gas that, unlike a water- or foam-based fire system, will not damage electronics or leave residue that must be cleaned up.

Total Project Cost of \$4.02 million for the DOC includes GMP, recommended Alternates, soft costs, and permits & fees. This constitutes a 17.8% increase over the original Bond Budget of \$3.4 million. Discussion of building elements for the District Operations Center, including the use of tilt-wall construction, shade structures, flooring, and low-maintenance materials. The two-story structure is 14,000 square feet, total.

2. **D02 Site Development DOC.** Significant work needs to be done to prepare the Shriner property for the construction projects. Original Bond Budget was \$1.7 million, current Total Project Cost is \$2 million. Discussion of West Lake Hill's stringent tree ordinance, which will require the District to replace many trees, at a cost of \$280,000. Discussion of site work such as leveling, detention ponds, landscaping, and utilities.
 - a. **Alternate #7 Concrete Paving on Road to DOC – not recommended.** The district considered upgrading the surface from asphalt to concrete due to slope and anticipated truck traffic, but determined that it's not warranted. Savings: almost \$39,000.
3. **D02 Shriner Parking Improvements.** This item is being paid out of remaining funds from the 2006 Bond. Discussion of possible near-future plans to add a right-turn-only exit onto Westbank, as well as adding emergency exits from this lot. Options will be discussed with the School Board.
4. **D03 Engineering & Robotics.** Space currently housing Maintenance & Operations will be converted into co-curricular space for Engineering and Robotics. The projected Total Project Cost is about \$400,000, 37.9% below the original Bond Budget of \$650,000. Savings came from reviewing program needs and applying existing resources. The initial estimate turned out to be on the high side; the project scope has not changed and no functionality was cut.

5. **D06 Transportation Improvements.** The remaining areas of this building will continue to house the Transportation Department. Total Project Cost increased from \$1.66 million to \$2 million, when the decision was made several months ago to add a second floor to this side of the building. Discussion of design change, which adds training space for the district. Also the service bay needs the added height to accommodate a bus lift.
 - a. **Alternate #1 Replace Service Bay Lights – *not recommended*.** After analysis, the district is now planning to reuse existing light fixtures. They may instead use M&O funds to pursue more cost-effective solutions, like upgrading fluorescent bulbs to LED.
 - b. **Paint Fuel Tanks – *recommended*.** Coating the above-ground fuel tanks with specialized epoxy paint for \$9,000 will keep the fuel cooler, reduce condensation, and prolong the tanks' useful life. Discussion of tank service protocols and internal monitoring systems. Discussion of disadvantages and challenges of burying the storage tanks.
 - c. **Bus Fueling Canopy – *not recommended*.** Adding a canopy for \$165,000 would shade the fuel tanks and provide shade and rain protection for bus refueling and detailing. Painting the tanks is a more cost-effective solution; this Alternate is not recommended.
6. **D07 Eanes Elementary Parking.** Project involves removing existing District Warehouse, expanding the parking lot, relocating dumpsters, and improving traffic flow. Total Project Cost is \$368,000, down from original \$1.68 million Bond Budget. Initial project scope generated for 2014 Bond included improvements to several structures, such as expanding the cafeteria and gym. The 2015 Bond reduced scope just to warehouse removal and parking lot improvements, but the Bond Budget was not adjusted accordingly.
7. **D08 District Warehouse.** This project involves moving the District Warehouse from Eanes campus to the Shriner lot. Total Project Cost of \$621,000 is very close to \$617,500 Bond Budget.

Discussion of BOC process and the optics of allocating expenditures between “student-focused” and “administrative” projects. Discussion of communicating the basis for changes in project costs, how these projects are connected, and expected Total Project Cost vs. original Bond Budget. At this time, we have approximately 3%, or \$316,000, to cover any contingencies. Discussion of possible enhancements to Robotics & Engineering space with any remaining construction funds.

ACTION ITEMS:

D01 District Operations Center. John Havenstrite moved to approve the GMP of \$3,451,951, which was seconded by Tom Shea. Motion passed unanimously.

D02 Shriner Site Development & Parking. Tom Shea moved to approve the GMP of \$1,873,047, which was seconded by Dina Dreifuerst. Motion passed unanimously.

D03 Engineering & Robotics. Mike Dansby moved to approve the GMP of \$335,683, which was seconded by Wendy Smiley. Motion passed unanimously.

D06 Transportation Improvements. Kim McMath moved to approve the GMP of \$1,815,428, which was seconded by Mike Dansby. Motion passed unanimously.

D07 Eanes Elementary Parking. Mike Dansby moved to approve the GMP of \$325,562, which was seconded by Tom Shea. Motion passed unanimously.

D08 District Warehouse. Kim McMath moved to approve the GMP of \$611,071, which was seconded by Erik Eff. Motion passed unanimously.

Note: Although Projects DO2 (Shriner Site Development & Parking) and DO8 (District Warehouse) were discussed and voted upon, the votes were not required, because those two projects did not meet the threshold for a BOC Action Item. This information was made known prior to and after the discussion and vote process, and was shared with the Board of Trustees at their meeting on December 15, 2015.

Other Business:

Remarks from David Edgar about the BOC's role in advancing construction projects included in the 2015 Bond.

The next meeting of the BOC will be held on Tuesday, January 19, 2016, in the EISD Central Administration Board Room at 6:00 p.m.

The meeting was adjourned at 7:34 p.m.

Minutes submitted by Dina Dreifuerst, BOC Secretary.