

**MINUTES OF THE
Special Meeting of the
DOUGLAS COUNTY SCHOOL DISTRICT
BOARD OF TRUSTEES
Carson Valley Middle School
September 26, 2011
3:30 p.m.**

**Minutes Approved
October 11, 2011**

Present:

Trustees:

Sharla Hales	President
Thomas Moore	Vice President
Karen Chessell	Clerk
Ross Chichester	Member
Teri Jamin	Member

Absent:

Cynthia Trigg	Member
Randy Green	Member

Personnel:

Lisa Noonan, Superintendent
Holly Luna, Chief Financial Officer

1. Call to Order

Mrs. Hales called the meeting to order at 3:031 p.m. Scott McCullough led those present in the Pledge of Allegiance.

Mrs. Chessell moved to adopt the agenda, seconded by Ms. Jamin.
Motion carried 5/0.

Public Comment

Public comment on items other than topics on the agenda was called for at 5:09 p.m.

**2. Guaranteed Maximum Price and Additional Budget
Authority for Gardnerville Elementary School
(Discussion and For Possible Action)**

Ms. Luna thanked the Board for allowing the time for this Special Meeting. History was provided with regard to facilities planning at GES. The proposed changes and renovations began in 1998. Several phases of the plan were initiated and completed in the early 2000's. Governmental Services and Residential Permit taxes funded early phases of construction. Passing of the rollover bond made additional funds available for continuing the renovation efforts at GES. Mrs. Luna stated the funding methods were the same as approved for the Piñon Hills Elementary project underway.

The Facilities' Master Plan timeline for Phase 1A – GES was referenced. This meeting constituted follow up to the design development and construction document phase, and this

was the final board approval before moving into construction. The following 3 documents were offered as updates, in addition to what had been provided to the Board for review prior to the meeting:

- 1) Item F, Final Guaranteed Maximum Price (GMP)
- 2) Item G, Core Construction Alternates to the Guaranteed Maximum Price Proposal
- 3) Recommendations

Mrs. Luna provided an overview of the KIDS Committee project list. Projects that had been completed since the KIDS list was created several years ago were noted. Projects highlighted on the list were reported to be included within the scope of the proposed GES construction at this juncture.

Todd Lankenau and Phil Dombrowski of Collaborative Design Solutions were introduced. Artistic renderings of the GES proposed projects were displayed and referred to during the PowerPoint presentation. Mr. Lankenau provided a progression of both the process for planning and the design changes, as they had occurred. The GES project planning began in November of 2010 with visioning and development of option meetings that included district and Construction Manager At Risk staff. A Board workshop and community presentation had taken place in January. Approval was received in February to proceed with the project. As the project moved forward, the budget process was noted to have become burdensome. Due to budget constraints, the plan was to reduce the number of classrooms. Initially, the design also included a reconfigured traffic circulation; new wing with 9 classrooms; multi-purpose room and stage; and plan for demolishing certain classrooms. The plan later changed from building new classrooms to remodeling classrooms. A summary of revisions following the February 8, 2011 Board approval of design options was provided. Some of the main plan changes included:

- 1) A reduction in the number of parking spaces through a variance review with the county
- 2) Slight reduction in size of the multipurpose room with enlarged stage for art and music class use
- 3) Reduced concrete area in front of the building
- 4) Fully developed play areas
- 5) The Heritage Building was fenced off and separated from the school grounds
- 6) Relocation of the bus lane and student pick-up area to the rear of the school
- 7) Five new classrooms were removed, offset by renovating existing classrooms; overall reduction of 2 classrooms from original Option
- 8) A larger area of the south wing will remain than originally planned
- 9) Current administrative offices were remodeled into classrooms
- 10) A variety of changes were incorporated to roofing
- 11) An overall reduction of 1901 square feet resulted

Discussion included a new meandering path for use as a walkway for students. This path would replace the larger concrete path that had been previously proposed. Current memorials could be repositioned along this walkway for the GES community. School and community members would be asked for more input in this area.

Maintenance of the proposed large outside area of decomposed granite was questioned by Trustees. The need for herbicide was stated as unfavorable. Following discussion, a preference was noted by Board members that the addition of some concrete and grass or greenery, although more expensive, would improve the look and function of the outside area. Additionally, the staff parking configuration was questioned due to the new plan pushing the parking lot further away from the building. In response, Mr. Lankenau pointed out an area

located to the west of the new kitchen that could be used for additional staff parking in the future.

Mr. Brown, Gardnerville Elementary Principal, stated a \$10,000 grant had been obtained to improve the ground habitat. Improvements to the main plaza area would therefore be made by staff and students who would be involved with planting and labeling native flora.

Mrs. Hales called for any public comment. There was none.

Ms. Luna stated, the sectioning off of the Heritage Building allowed for flexibility with regard to sale of that building in the future.

Marty Harpster, Director of Pre-Construction Services, CORE Construction presented Item D, the updated construction schedule, the final GMP, and proposed alternates labeled Items F & G. Item E was noted to have been a template.

Mr. Harpster informed the Board the north wing would be built first. CORE scheduled the MPR, kitchen, stage and new administrative offices to be completed in the spring. Classrooms would be renovated in groups of three in order that teachers could rotate into the new rooms while older classrooms were under construction. Demolition of the MPR would take place in the summer. Mr. Harpster reviewed a tight schedule in order that the entire project would be completed by the start of the 2012-13 school year.

Increases to the budget for GES were explained. Had the project begun the July 1st, as originally scheduled, the price tag would have been \$5.9 million. Approximately ten alternatives would have been offered that would have affected the final price. Due to SB268 legislation effective July 2011, the subcontracting bidding process was changed resulting in a loss of over one half of the bidders who believed they had qualified, resulting in receipt of higher priced work. Following review of programmatic necessities, best budgeting and planning, the GMP now equaled \$6.1 million.

Two alternates to the proposed construction were shared. In order to include double pane windows the expense would increase by \$106,031.00. The second option would reduce expenses by \$16,722.00 in roofing materials and labor, although the installation of GAF faux standing seam membrane roofing material was not CDS nor CORE's recommendation. The cost of materials was noted to have also increased since July. Ms. Luna stated the HVAC heating and cooling system was a large, on-going general fund expenditure.

Ms. Luna provided an explanation of the following, Item H, the Not to Exceed expenses recommended by staff:

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|------------------------------------|-----------|
| 1) Expedited construction schedule | \$ 80,000 |
| 2) Hazardous materials abatement | \$250,000 |
| 3) Customer contingency @ 5% | \$300,000 |
| 4) Playground renewal | \$ 65,000 |

A 2% contingency was reported to have been built into the GMP for CORE's use as needed. The additional 5% would be for the District's use, creating a total 7% margin for the GES project. An example of a possible additional expense was provided. Rental of a portable might occur due to six months of building construction. Mr. McCullough, Project Manager, addressed the Board, supporting the 7% rate of contingency, and stated 8% was the highest contingency funding need he had encountered in recent projects for the County.

Discussion ensued regarding ADA necessities and filler materials that might be used for the new playground areas.

Mrs. Luna read her two recommendations, one for approval of the GMP with Alternate A; and the expenditure authority for the four not to exceed items, expenditure amounts listed above.

Mrs. Hales called for public comment.

Cheryl Blomstrom, KIDS Committee Chairperson, stated it had been approximately three years since the Committee worked to pass the bond initiative. She asked to clarify whether or not the 2% contingency would be used prior to the additional 5% contingency requested. Ms. Luna responded use of the 2% was within CORE's decision making process. The additional 5% contingency would be used for items such as had come up additionally at PHES, including painting and signing, the use of which would be determined by the District. Mrs. Blomstrom encouraged the installation of double pane windows, as this was a key item supported by the KIDS Committee. She expressed appreciation for the public transparency associated with spending of bond funds, as had been promised to the community; and future efforts of the district in providing construction change order information at Board Meetings.

Two GES parents who had participated with planning at the site level, supported staff's recommendations as offered at this meeting.

Shannon Brown, Principal, thanked the Board for their support throughout the process. He supported the plan as offered in that programmatic, safety, and equity needs would be realized.

Mrs. Hales asked that the Board be updated in the future regarding the use of contingency funds. Mrs. Luna offered that a capital project report could be provided in the spring. Mr. Moore added that a memo might be made available in lieu of a formal presentation, at the appropriate time, such as the capital project report.

A question was raised regarding any impact approval of the GES GMP might have on future district construction projects. Ms. Luna stated a lot of progress had been made toward the KIDS Committee project list. Improvements to PHES were well underway. The concern of moving the ninth grade to the high school was noted. Education Specifications were reported as currently being developed for Douglas High School. Additionally, the Request For Qualifications for the CMAR selection process was already developed. Next, the development of priorities and program needs would take place, as shown in Item A, the Executive Summary, similarly for DHS. The Facilities' Master Plan estimated improvements necessary to DHS in the amount of \$23 million. The DHS project was reported to be on track for completion in approximately four years.

Ms. Jamin moved to approve a CMAR GMP of \$6,082,434 with alternates A not to exceed \$106,031.00, totaling \$6,188,465.00 in authorization; funding to come from multiple sources – Bond and Major Maintenance funds. Additionally, the Board authorizes Business Services to issue a Letter of Intent and authority to sign a contract with CORE for the GES FMP Phase 1A project, seconded by Mrs. Chessell.

There was no public comment.

Motion carried, 5/0.

Ms. Jamin moved to approve expenditure authority to staff for the following items, with funding to come from Bond and Capital funds. Not to exceed expedited construction expenses = \$80,000; not to exceed hazardous abatement = \$250,000; not to exceed owner's contingency 5% = \$300,000; and not to exceed playground = \$65,000, seconded by Mr. Moore.

Motion carried, 5/0.

Public Comment

Mrs. Hales called for public comment on items other than what was listed on the agenda. There was none.

3. Adjournment

At 5:10 p.m., Mr. Moore moved to adjourn the meeting, seconded by Mrs. Chessell.

Motion carried, 6/0.

Submitted by,

Carolyn Moore
Secretary to the Board of Trustees

Approved:

Clerk of the Board

Note: Upon approval by the Board of Trustees in a public meeting, these minutes become the official minutes of the meeting held on the above date. Board minutes are kept on a permanent basis and are available for public review in the office of the Superintendent.