

Sam A. Moss Center  
1780 Montreal Rd.  
Tucker,GA 30084

**Phone:**  
**Fax:**

**PROJECT TITLE:** SPLOST IV Program Management

**MEETING DATE:** 10/22/2015

**LOCATION:** Sam Moss Service Cente

**SUBJECT:** 10.22.2015 SPLOST IV Oversight Committee Meeting

DID ATTEND	INITIALS	ATTENDEE NAME	COMPANY NAME
Y	BRJ	Billy R Jones	SPLOST Oversight Committee
Y	CB	Cathy Blakeney	SPLOST Oversight Committee
Y	CR	Charlie Rogers	SPLOST Oversight Committee
Y	CA	Chris Avers	SPLOST Oversight Committee
Y	DWB	Delilah Wynn-Brown	SPLOST Oversight Committee
Y	HL	Herman Lorenz	SPLOST Oversight Committee
Y		Joel Edwards	Kingsridge
Y	JDW	John Wright	AECOM
Y	KM	Kimberly Mitchell	SPLOST Oversight Committee
Y	NES	Narwana El-Shabazz	SPLOST Oversight Committee
Y	RB	Richard Boyd	DeKalb County School District
Y	RP	Rob Prather	AECOM
Y		Robert Douglas	VIS RD
Y		William Primmer	VIS WP
N	WB	Wyvern Budram	SPLOST Oversight Committee
Y	YF	Yvonne Fowlkes	SPLOST Oversight Committee

ITEM	DESCRIPTION	STATUS	STARTED	DUE	BALL IN COURT
00001	CALL TO ORDER, ROLL AND WELCOME VISITORS: Meeting called to order at 6:14pm. Three visitors – Joel Edwards, Vice President of Kingsridge & concerned citizen. William Primer – Community Council Member District 3 & Community Activist. Robert Douglas, DCSD Employee, Community Activist, Chair of South Dekalb Improvement Association and Improvement Committee.	NEW			
00002	REVIEW AND APPROVAL OF MEETING AGENDA (SEPTEMBER 24TH AS WELL): Cathy wants to add under New Business as "8D" CB – Information on body found on Atherton property morning of Oversight meeting. I have some questions regarding vacant schools. Anyone else have anything to add under agenda? CR – Did not approve anything at last meeting because we did not have a quorum. Can we get a motion to approve September agenda? NES gives first motion. BJ 2nd. CR – October agenda amended with addition requested by Cathy earlier in meeting. HL makes motion for approval. Cathy 2nd.	NEW			
00003	REVIEW AND APPROVAL OF MINUTES FROM AUGUST 27TH (REVISED) AND SEPTEMBER 24TH MEETINGS: CR – first we have the revised 8/27 meeting minutes. Any commentary on this? Cathy – No. CR – Can I get a motion? HL – motion to approve. Cathy 2nd. CR – 8/27 approved. CR – Now for the 9/24 meeting minutes. Delilah and I emailed comments to Justine earlier. Can I get	NEW		11/19/2015	DCSD REC

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a motion? DWB – Are we voting to approve as amended?  
CR – Yes. Justine and I spoke she did not have time to make changes. Also had discussion asking her to pull back from effort to transcribe exact wording and summarize to include the main topic and pertinent information only. Let's withdraw approval and hold up until we see revised versions. Add to recommendation spreadsheet that we remove former members from the minutes and we update the SPLOST Committee website to reflect actual members. Cathy – Who within Oversight Committee is recording recommendations? Chris Avers manages recommendation spreadsheet but Justine normally notes recommendations in minutes.

00004	DISCUSS FOLLOW-UP MATTERS FROM PRIOR MEETING	NEW			
00004A	REPORT ON SPLOST ITEMS AT OCTOBER BOE MEETING: CB – Which Oversight Committee member attended meeting? RB – There is a list of everything that was approved during meeting in Oversight packets. CR – This was Paul Baisier's month to attend BOE meeting.	NEW			
00004B	APPROVAL OF PROPOSED BYLAWS REVISIONS REGARDING NEW MEMBER SELECTION PROCESS, TO BE SUBMITTED ALONG WITH TEMPORARY CHANGE REGARDING NUMBER OF MEMBERS: CR – For the reason expressed in email exchange I still prefer to explicitly list itemized numbers listed in current version of bylaw revision. Joshua is ready to present to Superintendent as long as we approve quickly. Committee in danger of not having quorum every single meeting until this is approved so he can present it. Can I get a motion? HL – motion. YF – 2nd. Charlie provides synopsis of bylaw revision to visitors.	NEW	11/19/2015	DCSD	JLW
00004C	FACILITIES CONDITION ASSESSMENT FOR SPLOST V STATUS UPDATE: RB - Parsons is the subcontractor hired to provide report for DCSD. They uploaded preliminary reports for all leased charter schools, admin support buildings and other education buildings like ISC BBC and Coralwood. Also uploaded reports for middle schools, stadiums and unoccupied buildings. Currently in process for internal review. We are waiting for preliminary reports for elementary schools and high schools. BJ – When you say "uploaded" are they available to the public for review? RB – No. These are just preliminary. Each report is 70-90 pages and it will take a while to review all 135 facilities' reports. As we get them we review them. HL – What is their actual mission? They go to each individual place and make recommendations? RB – they go to each facility and meet with the Head Custodian and they walk	NEW	11/19/2015	DCSD	RB

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through facility together. They point out deficiencies that they know of and usually there is a group of inspectors like engineers, architects, etc who also look around. HL – Specifically are they looking at all physical aspects of the whole buildings or certain situations? BJ – Just word of advice I know they are having community meetings. It seems to be a great lack of knowledge about facility meetings. Folks don't know they exist. There is a lack of understanding of the overall process. If there is no one from the parent groups who is engaged there is a break of knowledge. It just seems that maybe while doing the community meetings it should be mentioned the upcoming facility assessments taking place so people can see what issues are being recorded. RB – to clarify, we need to provide a schedule or timeframe of when reports would be available? BJ – Yes or some communication that comes from the school or PTA. DWB – I think at one time we were getting system wide notices with alerts. If that could be put out so that every parent knows this is happening instead of keeping responsibility of notification on the Principal. If the notification is put out there people can stay as informed as they want to be. JW – We've never witnessed this notification system. DWB – It was an alert that people received as long as they signed up. For a while we received information monthly. Then it slowly faded off. NES –When SPLOST first started there was an email that went out to PTA members and it also went home in children's courier packages. CR – Friendly reminder please introduce yourself before speaking as meeting is being recorded. Requests that we add to Recommendations spreadsheet that we find a way to increase communication regarding facility assessment. Two year effort to getting comprehensive list of PTA and School council members at schools had been difficult - list does not exist. Nonetheless if we can brainstorm a way to get information out beyond principals it would be helpful.

00004D UPDATE ON RECOMMENDATION SPREADSHEET NEW MATTERS:

00004DI INFORMATION RELATIVE TO MAINTENANCE STAFFNEW TRAINING: CR – any new information? Georgia Perimeter effort is one aspect of the topic of discussion. Committee interested in finding a metric to measure DCSD and how they are approaching maintenance and warranty repairs against how it's handled in other counties and school districts. At some point we'd like to hear something about that. BJ- Joshua said he would come back to Committee meeting and provide information on this. NES – Are there maintenance guidelines and are they being practiced? Questioned the cleanliness of equipment used to mop floors. 11/19/2015 DCSD JLW

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|----------|---|-----|------------|-----|-----|
| 00004DII | RETURN OF "BUDGETED" COLUMN ON CONTRACT AWARD LIST: CR – Acknowledges that budgeted column is back on the list. Joshua provided reason for removal. Was under the impression list was a public document. Charlie informed Joshua it was not a public document.  | NEW |            |     |     |
| 00005    | SEPTEMBER MSR AND PROJECT PRESENTATION (POSTS TO DCSD WEBSITE 8/20):  | NEW |            |     |     |
| 00005A   | REPORT ON PROJECTS WITH RED AND CPR STATUSES: JW – For September reporting presentation Rob Prather will speak on SPR and CPR numbers. No phase movement on SPLOST III projects between last month and this month. 16 SPLOST IV projects are closing out. 59 projects are in design. 7 are in construction. This will swell as Subregion projects go into GC Procurement. Design of Subregion is bundled; however, GC will be procured individually. Each bundle has between 5 and 7 individual projects. SPLOST regulations do not allow bundling of GC phase of projects. Our planned tax revenues is 8.9 million. We actually received 8.8 million. Cathy – Can last column clarify if numbers are accumulative or month-to-month? JW – Yes. CR – Keep in mind we've been trending at 106-107 but then we had the new fire life safety item and replenishment of program contingency which took us down to 101. HL – how does that affect tax revenue collection? JW – we drew money off of the accumulative total to tend to these initiatives. HL – Presentation needs clarification to reflect that the numbers are Tax Revenue Collections with Adjustments to include monies pulled. JW acknowledges and will revise. SPR and CPR statuses from RP – 7 items are carry overs from last month. 6 are cost related and 1 is schedule related. DWB asks for clarification of greens and reds on the slide. JW – the only school that is green is Warren Tech. The rest are amber. Subregion 1A has 6 schools. They all have red CPR's. The budget does not cover the scope of projects. Budget reallocations are needed. BJ – is there a consistent reason why budget does not cover scope? JW – We budgeted per FCA to cover roof repair. Further review discovered roofs require replacement. Repair cost was around \$5.50 per square foot. Replacement cost is around \$15 per square foot. Projects did not have enough contingency to cover additional work. We are putting projects out for bid. We're putting the roofs as add alternates. When we award the projects, we will do the budget reallocation in order to have a real number based on the bid. DWB – As mentioned last month – this information should be provided in the MSR. RP – Sam Moss is the only project that is red because of schedule for the same reason as last month. Contract execution process took longer than usual. There is a change order to alter the substantial completion | NEW | 11/19/2015 | URS | JDW |

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date. Cathy – Why was there a delay? JW – This contract was in routing during the change of Superintendent. RP – Warren Tech has similar issue going on as Subregions – roof requires replacement instead of repair. BJ – Is there a "lesson learned" or risk management step going forward with all the roof issues taking place? JW – Yes, we are looking at roofs for all projects. One main issue is abundance of trees covering schools. Major renovation projects like Peachcrest included cutting down surrounding trees. A lot of damage comes from pine needles, nests, water puddles, etc. damaging roof drains. This can be an issue with warranties. BJ – This goes back to maintenance. Are there scheduled events? Do we have the right programs in place to maintain facilities? YF – Maybe Dr. Henson can come to a meeting to discuss progress on Facilities Maintenance Management since minutes state she is working on that. CR – It's a step in the right direction to get rid of the trees but there should be a schedule to regularly check roofs. DWB – Facilities Management – District responsibility. John Wright reads out S.P.A.C.E.S community meeting schedule to Committee. Informs them schedule is on the website. Wednesday November 11th at 7:30am is Smoke Rise ES Construction Committee meeting. Another is at 7:30am on December 9th. Henderson MS Construction Committee meetings are on October 23rd, November 20th, and December 11th, all at 8am. Henderson MS GC contract should be forwarded to Superintendent for signature next week.

00005B      **HIRING OF CGLS FOR DESIGN OF LAST FOUR PROTOTYPE ELEMENTARY SCHOOLS (SITE ADAPTATIONS TO THE PROTOTYPE) - ROCKBRIDGE, SMOKE RISE, AUSTIN AND PLEASANTDALE:** CGLS designed first 3 elementary schools – Peachcrest, Fernbank and Gresham. This aspect of project is to do site adaptation. Just like first 3 schools we have conceptual drawings. Drawings turn into actual plans for the schools. JW shows drawing for last four prototype elementary schools. All schools have issues with regards to how they are placed on the ground. Pleasantdale's original spot does not have enough swing space – available space for children to learn while school is under construction. The District decided to do a land swap with Dekalb County Parks Department. This allows children to remain in the current Pleasantdale while a new Pleasantdale is constructed on newly acquired property. Upon completion, the old Pleasantdale will be demolished. Cathy – How will this affect children to be constructing and demolishing around them? JW – Construction areas are fenced off. We do not do any blasting during testing periods. GC's have a testing schedule that they must adhere to. DWB – Do you ever talk to children about architecture / engineering when doing

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construction for their school? JW – We do given every opportunity but it is ultimately up to the principal. It has to be a controlled environment. NES expresses concern on construction areas not being fenced in appropriately. Was the fencing done around the sloped area at Peachcrest? JW – The GC's are supposed to fence off the areas appropriately. There is a change order in route to have the fencing at Peachcrest installed.

00005C	NOTE - OCTOBER MSR WILL POST NOVEMBER 18TH; MEETING DATE NEEDS TO BE RESCHEDULED: CR – meeting already rescheduled for November 19th.	NEW			
00006	CONTRACT AWARD LIST UPDATE: RB – There were 3 SPLOST contract awards and other items approved. Hendereson MS GC services went to Carroll Daniels Construction. Subregion 2D which is Laurel Ridge ES, Henderson Mill ES, Livsey ES, and Mclendon ES ADA Capital Renewal and Code Requirements A/E services went to Epston Group. Subregion 1C which is Dresden, Ashford Park, Margaret Harris and Oakcliff ADA and Code Requirements went to Cyberlinks Architects. CR – Contract award list "budget" column needs further adjustment to reflect planned budget for specific contract not the entire project. RB – Other items voted and approved were acceptance of GA DOE Capital Outlay reimbursement. Received additional \$14.4 million in reimbursements from GA DOE. E-SPLOST IV Capital Program budget is now \$584.5 million. Approval to submit site application for Ronald E. McNair MS to GA DOE. Acceptance of final state capital outlay reimbursement for Martin Luther King Jr. HS project in the amount of \$252,136.90 from GA DOE.	NEW	11/19/2015	DCSD	RB
00007	COLLECTION OF MEMBER FEEDBACK FROM COMMUNITY: CR – Anyone have any? Cathy – We had previously been asking for community meeting dates in advance so we can attend. I am asking again to have adequate notice of meetings so Committee member(s) can attend. CR – I sent out the list of S.P.A.C.E.S meetings coming up. We would like to have similar list for other meetings that can go out with a week or 3-4 days advance notice.	NEW	11/19/2015	DCSD	RB
00008	NEW BUSINESS:	NEW			
00008A	ASSIGNMENT OF NOVEMBER AND DECEMBER BOE MEETING ATTENDANCE: CR – Any volunteers for	NEW	11/19/2015	SOC	CR



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November and December BOE meetings? Herman is November. BJ – I will look at schedule. CR – If no one is assigned for December I will ask for volunteer via email.

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|--------|---|-----|------------|------|-----|
| 00008B | SUMMARY OF UPCOMING COMMUNITY MEETINGS AND OTHER EVENTS: JW provided during Item 5A   | NEW |            |      |     |
| 00008C | S.P.A.C.E.S INITIATIVE PUBLIC MEETINGS FOR SPLOST V: JW – Region 5 is tonight. Region 1 was Tuesday night. Region 4 is 10/26. Region 3 is 10/27 and Region 2 is 10/29.  | NEW |            |      |     |
| 00008D | BODY FOUND ON ATHERTON ES PROPERTY (ADDED BY CB): CB – On the news this morning a body was found on Atherton school which is in Decatur. My concern is that somebody got on the property of a vacant school and dumped the body. I want to know what is done to secure vacant schools. JW – Atherton is one of four schools that is planned for demolition. It is the third school scheduled. The areas are fenced before its' turn for demolition. The building itself is secured. The property around it is not fenced off. The community did not want a fence around the property and required that we maintain the grounds – cut grass and trim trees. NES – This was the same issue with the Hooper ES fire. After this incident vacant schools should have been fenced off for DCSD is still responsible for these areas. This is a safety issue. CA – Is SPLOST money responsible for this or the School District? CR – Can we agree to add another recommendation that all vacant properties are completely secured at the perimeter? Committee agrees. JW – Body was not found on school property it was on the street in front. However, agreed that vacant facilities need to be fenced. | NEW | 11/19/2015 | DCSD | JLW |
| 00009  | COLLECT RECOMMENDATIONS FROM MEETING AND FOLLOW-UP MATTERS FOR NEXT MEETING: CR – Committee would like to recommend that District explore and pursue means of disseminating information about S.P.A.C.E.S and FCA to more than just principal to solicit feedback from community members. 2nd recommendation is to remove former members from website and meeting minutes. 3rd recommendation is to have all vacant properties completely secured at the perimeter. 4th recommendation is to have Dr. Green attend Committee meeting – ball in court being Joshua. Follow up matters: CR – Revisit the information relative to maintenance, staff training as well as promised data from Joshua of metric data comparing counties. Budgeted column in contract award list should reflect budget amount for contract only. Any other follow up matters? Invitation to Dr. Green captured as "Ball  | NEW | 11/19/2015 | DCSD | JLW |

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in Court" for this item. All other recommendations captured  
as "Ball in Court" in their respective items.

00010      NEXT MEETING DATE - NOVEMBER 19, 2015      NEW

00011      ADJOURNMENT: YF - motions to adjourn meeting. CA - NEW  
2nd.

**Prepared By:**

**Signed:** \_\_\_\_\_

**Dated:** 11/16/2015