

MEETING
OF THE SUPERINTENDENT'S
SPLOST OVERSIGHT COMMITTEE

Sam Moss Center, 1780 Montreal Rd Tucker GA, 30084

May 9, 2013

CALL TO ORDER, ROLL AND WELCOME VISITORS

Vice Chair, Mr. K. Williams called the meeting to order at 6:12pm.

Present at the meeting were: Narwana D. el-Shabazz, B.R. "Billy Ray" Jones, Kirk A. Nooks, Kerry Williams, Delilah Wynn-Brown, Wyvern Budram, Herman Lorenz, and Paul Baisier. Absent were: Christine Avers, Cathy Blakeney, Kimberly Mitchell and Charlie Rogers.

DCSD staff also present: Joshua Williams, John Jambro, Daniel Drake, John Wright, and Meredith Roedel.

APPROVAL OF AGENDA

Motion to approve agenda by the Vice Chair, Members approved.

MONTHLY STATUS REPORT PRESENTATION

By Mr. John Wright, Deputy Program Director

CIP Highlights from MSR and Overview of Prototypical ES presented:

Martin Luther King, Jr. HS – Structural steel is a major milestone and is now being erected. All of the building concrete slab on grade pours have been completed. Mr. Baisier asked who the contractor is. Mr. Wright responded that the contractor is Perkins + Will. Ms. Wynn-Brown asked about change orders. Mr. Wright responded that while all projects do have change orders, MLK is on budget and schedule. Preparations are being made to order FF&E.

School Clean Out –All of the salvageable equipment has been inventoried and warehoused. The govdeals.com will host the auction for materials to be sold. The District will C-50 all of the furniture that cannot be used. Most of the schools are unoccupied; some have been empty for many years, others for just a few. Some have been properly decommissioned, others have not been maintained in the interim and are deteriorating as a result. There are roof leaked and moisture problems

Demolition will take place this fall for Gresham Park ES, Peachcrest ES, and Fernbank ES. Hooper Alexander will be sold. Avondale MS will serve as the swing space. Avondale HS will hold records. Tilson and Old Chamblee Middle have multi-purpose buildings that will continue to be used.

During this transition period, Gresham Park students are placed in Clifton ES. Meadowview and Peachcrest students are in Midway and Knollwood, respectively. The new schools will replace the

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smaller, older schools. It is a process to clean out the buildings and remove the viable FF&E. Discussion took place regarding the other schools that are in the Schools Clean-Out Project.

Mr. K. Williams asked if the estimates take into account asbestos in the ceiling tiles. John Wright responded that yes, Phase 1 with Risk Hazards are being performed. Are we taking pest control into account? Mr. Wright replied that yes, pest control is being taken into account, as are the possibility of fuel tank remediation and turning off the utilities at the property lines.

GSFIC – Marcus Huff, the PMT Document Controls Manager has kept up with the required paperwork. DSCD was expecting around \$240K in reimbursements, however we are now anticipating that the District will receive significantly more. According to Mr. Drake, the reimbursements go to SPLOST III until it is closed out, then they transition to SPLOST IV after SPLOST III is finalized.

Mr. J. Williams stated that the reimburseables allow the District to support its programs. DCSD has received \$194M in requests for facility needs and the District is hoping to get access to more than the \$21M currently anticipated. For the last five years, we have received just \$40M. Mr. Drake and Mr. J. Williams worked through the state's many requirements, gathering the information over a two and half year period. The State responded favorably to receipt of the District's Facility Assessment and indicated that they had not previously received that level of documentation from other applicants; DCSD's report was the best and most comprehensive.

A question was asked of how the good news of the reimbursement information is communicated to the community? Mr. J. Williams responded that the website is a good source of information. Once the State approves at the June board meeting, then DCSD will be able to make applications and can put that on the website. The SPLOST Oversight Committee members can also use their position as a way of representing the good news to the public. They can consider putting the reimbursement information into the reports that are sent out. Mr. D. Drake stated that every June, the DOE hands out entitlements and percentages are dived out and that is when we will see the comparison of what was received previously to what will be received now. According to Mr. J. Williams, DCSD previously trended around \$10M; however, the strategic planning effort is expected to bring in \$15M or more.

Major Projects (Henderson MS and Redan HS) - BRPH was selected as the architect for Henderson. On all projects, ADA and code requirements are emphasized. The schools need to be fully accessible from parking lots, front entrance, elevators, bathrooms. Ms. el-Shabazz inquired if we are making sure that there are automatic doors so that the disabled aren't struggling to get into the buildings. Mr. Baisier inquired if these schools are overcrowded? Mr. J. Williams responded that they are and these additions are needed to help with capacity. The District is also looking at renovation work to see what is cost effective. Mr. Wright stated that we want to intergrate the additions to the aesthetic of the existing buildings. For example, with the ADA upgrades the new tile may be incorporated into the other bathrooms to create a cohesive look. Mr. J. Williams added that the concern is always to balance scope and cost.

ADA work is a challenge. The District always needs to maximize the dollars that we have available and this often involves tough decisions. Mr. Jambro explained that the District may be able to take money from one ADA project and move to another ADA project as they are grouped together for budget purposes. DCSD had a priority list of the ADA work that needed to be done. When the work was started and estimated, they quickly realized that the budget is insufficient. However, it is still too

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early to say if we will be able to get everything done. It will be a while before we know if there are projects that won't be done.

There are a couple schools where it is cost prohibitive to do ADA upgrades. For example, it does not make sense to upgrade a bathroom if the entrance does not meet ADA standards. Sometimes the budget does not allow for both. Mr. Budram posed the question: Is the District looking to the federal government for ADA funding? Mr. J. Williams responded that we are not yet as we are still making a decision on that and trying to do our homework. Mr. Budram has a contact that might be able to help us leverage the federal ADA funding.

PCM Licenses and Dashboard – The new system will allow the architects to populate information. It will also store daily reports, weekly reports, and all documentation, including funding. PCM gives the user a snap shot of any project. A backlog of information is currently being uploaded into the system. The question was asked: how will P6 integrate into the reporting for the county? Currently we are running reports in TERMS, which is not compatible with the Oracle structure. Financial reporting is an issue right now because of the incompatibility. The SPLOST Oversight Committee requests to be kept updated on the integration and to have the reporting produced in a way that is understandable to the public. They want external stakeholders to have a chance to understand the data. They also requested that this issue be brought to the board to ask for more support.

Additional Initiatives – Trailer coordination is underway because some of the work has to be phased as all of the work cannot all be accomplished over the summer. The PMT is looking at modernizing the trailers that end up at these schools. All of the trailers are going to need IT and all will be inspected and checked for code.

DCSD is moving 119 trailers according to Mr. Drake. The prior administration did not want to purchase and instead leased trailers, sometimes for decades and at a large cost. The District is currently doing a cleanup. There are two companies that are being worked with. The money saved should be used for upgrades and towards costs when the contractors are not bringing the trailers. The District is modifying the maintenance budget to maximize this effort.

There is a lot of activity over the summer. There are 15 small jobs ranging from \$400,000 to \$2 million, along with six other projects that are going through the procurement process now. Because of this surge of activity, the PMT Team has identified students from GSU and UGA to intern and help manage some sites. We are bring younger folks into the program to see the processes first hand and get a better idea for what the job entails. If particular interns are a good fit, the Team may keep them as assistants. Mr. J. Williams said that the District is always looking for added value and he commended Mr. Wright and the PMT Team for the added value of educating this future work force. Ms. Wynn-Brown inquired if architects were being included in this program as they need to get out into the field as well. Mr. Wright replied that not many architect resumes had been received.

Prototypical ES Criteria and Scope – Mr. Wright presented lists of characteristics for both the criteria and scope for the prototypical ES. He indicated that while the scope calls for a minimum of 58 instructional units or classrooms, the District would like to squeeze out a couple more class rooms when possible. He explained that there are different requirements for middle schools and high schools in terms of the square footage for specific components. The architect is currently in preliminary design

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and the CIP Team is meeting with them in ten days to go over the design. The images used for Mr. Wright's presentation were taken from the architect's marketing presentation and proposal.

Traffic studies will be performed as needed to identify where the sites are not ideal. If the site has access challenges, (ie. four-lane highway makes it unsafe to get in and out) the Team will work to mitigate those challenges.

Other MSR Discussion – Mr. Baisier inquired about the Technology bond as it appears to have an extra \$35 M of funding. Mr. Drake clarified that there it is not additional money, rather a function of the financial reporting. The reporting is consistent with the finance department. The April MSR gives a little more clarity. The funding costs money to float, specifically \$38.3M will cost \$40M to pay back. An additional \$1.786M will be needed.

Ms. Wynn-Brown inquired if there any concerns in budget, actual cost, schedule, or design that the committee should know about now. From looking at the MSR, it seems like everything is good. Mr. J. Williams confirmed that the District is committed to transparency and they will continue to report the facts. If there is anything is not accurate, the Team works to change it and make it accurate. Mr. Wright explained that there are ebs and flows in construction and, while a particular activity date on a project schedule may slip, we expect the projects to come in on time. The construction schedule will be compressed if necessary to make up time lost in the front end of the process. If we start to see that a project is off and cannot be recovered, the SPLOST Oversight Committee will be informed. Mr. Jambro emphasized that the District is making every effort to be transparent and while there might be problems or issues, the Team is interested in finding solutions, not hiding them.

Ms. Wynn-Brown inquired if Instructional Technology is that being contracted as part of the architect's contract? Mr. J. Williams responded that the Team will work with the DCSD IT group to help determine the needs. It is a collaborative effort.

Mr. Lorenz inquired if the project schedule in Seciton A of the MSR is accurate in reporting that all but two projects are currently on schedule. Is that correct or are you just saying they will be done on time? Discussion took place regarding float built into schedules and at what point projects are reported to be off schedule. Mr. J. Williams explained that we have a baseline schedule and, while individual projects may slip from time to time, we don't report them as off schedule for just being a day or two off based on the data date. A project becomes off schedule when it is determined by the PM that the lost time cannot be recovered. The schedule in Section A of the MSR is at the program level. Mr. J. Williams suggested that during the upcoming Saturday retreat, Program schedules versus project schedules can be discussed in more depth.

FOLLOW UP DISCUSSION

Motion to postpone Agenda item #5 until the next meeting by the Chair, Members approved. (#5: Follow-up Discussion of Information Needed by Committee to Perform Function - Committee)

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PROTOTYPE SCHOOL UPDATE

By Mr. John Jambro, DCSD Design and Construction Manager

Environmental hazard reviews have been performed for each site that will be receiving a prototypical ES. Letters of application have been submitted to the GA DOE. The CIP Team has had a kick off meeting with the architect. The next item, the Initial Consultation and Report, is due on May 17. This written report will provide guidance for DCSD. May 17 will also be the date for the Kick-Off Meeting. Ms. el-Shabazz shared that there is an Alumni function at Fernbank coming up and she expects to receive questions regarding the CIP and Fernbank specifically.

Mr. Drake is heading the effort for Community Outreach. Reoccurring meetings for each community will take place. Tomorrow or Monday he will send a note out to the principals asking for kick-off meetings. Short notice may impact the input that is received; however, the meeting is not one that is asking for input, rather it is informational. The goal is to post the information electronically by August for anyone to comment on. Construction documents are expected to be complete by December, with reviews from January to March.

A question was raised as to why we choose to open in October. Mr. Jambro explained that the end date on the schedule does not reflect the open date for the school. The Certificate of Occupancy will be issued for August. There will be punchlist activities and closeout activities that will occur in September and October. This is for the first three schools only: Gresham Park ES, Peachcrest ES, and Fernbank ES. The Design Phase will be detailed on the website. According to Mr. Drake, the District was planning for the future when packaging the four schools to be constructed later with the first batch of prototypical elementary schools. The District wanted the architect to take into account those future needs as well when developing the initial design. It made sense to plan ahead.

CONTRACT AWARD LIST UPDATE

Contract Update Spreadsheet – Mr. Jambro explained what is reported for the contract update. Per Mr. J. Williams, the report can be found on the DCSD Board website. The District is trying to get things moving. Mr. Lorenz asked why the information was presented in a separate report as opposed to being incorporated in the standard agenda. Mr. Jambro explained that the report format was as per a request to be separate from the Board agenda.

CONTRACT REVIEW – DIVISION OF LABOR

BreedLove has a lot of the projects that are being worked on now that falls under SPLOST III.

We will soon start seeing HVAC GC contracts being let.

SPECIFIC PROJECT QUESTIONS

Regarding Southwest DeKalb HS, poor soil conditions have been reported where there was a trash pit. Did we do civil work and were the soil conditions missed? Mr. Jambro explained that the soils are identified in the geotech report and there is an allowance in the contract for unsuitable soils. We have

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looked at alternative methods to mitigate the cost of soil removal, such as piers. When possible creative engineering is used to reduce costs.

Former leadership did not send the errors and omissions to the attorneys. We should be settling soon on the only remaining issue that is an errors and omissions item from SPLOST III.

Mr. Wright stated that training sessions take place with the architects and contractors on the contracts that they sign. The first hour of a recent kick-off was spent going through the contract and making sure all parties understand what is expected. The specifications for Southwest DeKalb included a geotechnical report a rate chart for different soil types.

This is really a policy and procedures question, with Southwest DeKalb just being used as an example. The Committee is interested in the processes that DCSD undertakes. Mr Jambro explained that there is a third-party geo-tech to confirm what the contractor reports. URS has an estimating team and DCSD has an accountability team that both run simultaneous estimates. This week we had an architect request a change order for a sequencing. The CIP evaluates those requests carefully.

A question was raised regarding ROTC and federal requirements for a shooting range. Mr. J. Williams said that would be looked into further.

COMMITTEE RETREAT

Discussion took place regarding the budget, schedule, and agenda. June 8 was selected as a tentative date pending confirmation from the absent Oversight Committee members.

OTHER BUSINESS

Identificaiton badges are set to expire soon. They can be renewed any time prior to the upcoming school year and are valid through next June. The District pays for the background check and badges for the Committee members. Mr. Lorenz complete his background check imminently. Mr. J. Williams will send a note to DCSD Police to alert them of the Committee's pending renewals.

Ms. el-Shabazz expressed appreciation for the hard copy format of the MSR as it allows her to review the document without needing computer access.

Mr. Baisier inquired where is the SPLOST money is physically maintained and if the Committee can we see evidence that it is the bank? Mr. Drake explained that the school system has funds and each fund has accounts within it. The general fund 421 is for SPLOIST III and fund 422 is for SPLOST IV. To transfer between funds is more complicated. When revenues come in they go to the right fund. The Finance Department can be invited to come back to the Committee and discuss how the funds are kept. Mr. J. Williams stated that he asks to see the bank statement every month and he looks at the website for the state revenues. Mr. Lorenz asked if DCSD staff could include a statement of the cash balance on the cash flow graphic within Seciton A of the MSR. He also stated that the graphic is confusing because it has too many lines.

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Mr. J. Williams stated that the District appreciates the support of the SPLOST Oversight Committee regarding the tragedy at the Chamblee construction site. He asked that the Committee please keep the family of the deceased worker in their thoughts and prayers. He also explained that the District cannot discuss details as OSHA is still investigating and preparing its report.

ADJOURN

Chair moved to adjourn at 8:26p.m. Members consented and the meeting adjourned.