

# Capital Asset Advisory Committee Meeting Notes

Thursday, April 15, 2021

## Attending

Members: Gordon Calahan, Megan Castle, Kathy Hodgson, M.L. Richardson, Brittany Warga

Guests: Tracy Dorland

Staff: Steve Bell, Tim Reed, Jason Hendricks, Bruce Huxley, Berry Jones, Heather Frizzell, Maureen Wolsborn, Robin Acree

**Location: FM Large Conference Room/Zoom, 809 Quail Street, Bldg. 4, Lakewood, CO 80215**

**Time: 8:00-10:00am**

## General-

Welcome and congratulations to Tracy Dorland, new Jeffco Public Schools Superintendent. Tracy said she is thrilled and grateful to be joining Jeffco and be part of this group that does such important work investing in our schools.

- **CIP Update-Presentation**

- Status through April 15 were \$116.8M total encumbered, \$297.1M expended.
- Charter \$2.7M encumbered, \$45.1M expended.
- There are 15 school projects under construction, 29 renovation projects to start in June, 3 turf fields and 4 tracks under construction, 11 LED projects, 7 playgrounds, 2 paving.
- At the April 14, BOE meeting it was announced that Allendale ES would close at the end of this school year. FF&E installation was to occur over spring break but was deferred and the furnishings warehoused. An Efficiency & Future Ready project was to start in June has been postponed. The current and incoming students have the option to attend Campbell or Fremont ES. There will be a conversation and a recommendation for the funds allocated to Allendale. Should they be split and go to both Campbell and Fremont? What equipment is needed at these sites? CAAC will be part of and kept informed of those discussions.
- May 6 BOE Agenda-Consent Agenda Items:
  - Everitt MS, Chatfield HS, Dakota Ridge HS, Westridge ES, 5<sup>th</sup> Floor Ed Center Data Center upgrades, DW LED and Playgrounds projects. Consultant Contracts at Powderhorn and D'Evelyn.
- **Discussion**-an email was sent to the committee advising that applications are open for additional CAAC members. The application process is open and closes April 23<sup>rd</sup>. The CAAC can have up to twelve members.

- **Construction Work in Progress Report-Presentation**

- Projects under construction and in design.
  - Video of Marshdale ES: <https://www.youtube.com/watch?v=c5wu4z15Pjg>
    - The project bid in March and was about \$1M under budget.
  - D'Evelyn addition was approved by the BOE last month.
  - Meyers Pool will be on the May BOE agenda with the committee's recommendation.

- Districtwide Playgrounds requires a recommendation from CAAC. Request is for an additional \$1,120,456 for nine schools.
  - Playgrounds: Kyffin ES, Red Rocks ES, Peck ES, Secrest ES, Thomson ES, Warder ES, Elk Creek ES, Normandy ES, Shaffer ES.
  - Individual projects are not over the recommendation value of \$500,000 but because of the way the projects were packaged and bid, Construction Mgmt. wants to be transparent and provide justification to the members and BOE.
  - Playgrounds were evaluated three to four years ago when the bond program was being developed. There are several reasons for the increase of funds, annually playground equipment is reviewed and re-certified by Facilities, some certifications have expired requiring replacement; outdated or damaged equipment and the inability to get replacement parts, ADA modifications, numerous sites constructed retaining walls from railroad ties that 20 years later are failing and becoming a hazard. The walls are being replaced by concrete. Pre-K playgrounds have been added at locations that didn't have PreK three years ago
  - A motion was made and seconded to recommend the \$1.2M overage for the nine playground upgrades. The vote of the CAAC members to include this item on the May 6 BOE agenda: Five Yes, two members absent. The members would like a memo presented as well to the BOE stating the reasons for increase in funds.

## Communications

- A quarterly update of the “flipbook” is now complete and live on #JeffcoBuilds website. Nat’e Morrell assisted Maureen in the update..
- Upcoming Events:
  - Pomona-Groundbreaking April 21 11am-12pm
  - Kendrick Lake-Ribbon Cutting April 23 10am-11am

## Planning/Property Management Update

- The last publication of the Districtwide Facilities Master Plan was in 2016. Planning/Property is working to update the document that incorporating current CIP work, enrollment realities and projections, and Summary of Findings data. This document is reviewed and modified every five years.
- Graduation is on track for late May. Working with schools to finalize plans.

## Construction Management Update

General Update: From the previous month of remaining funds, construction is down to \$97.M related to adding D'Evelyn. Funds were used from Allendale to offset the difference. Currently 75% of the bond projects are underway and in year 3 of the 6 year bond program.

- H/G Bond-\$86.6M remains in unallocated / unassigned CIP funds.
- 19M Program-\$174.1K remains in unallocated / unassigned funds.
- 20M Program \$486.8K remains in unallocated / unassigned funds.

- 21M Program \$5.4M- remains in unallocated / unassigned funds.
- It was recommended not to use the term IE (incorrect estimate) under Project Detail Notes, a more detailed description is preferred. Terminology will be expanded.
  - Tim explained that there were four projects highlighted with “IE” and budgets for each had been increased. All four are FF&E work (Fixtures, Furnishings and Equipment). Discussed the FF&E process and that there is an in-house team and a catalog of furnishings that the school can choose from. The catalog has been bid with multiple vendors providing unit pricing for the various pieces of equipment. As a result of this process overhead is low because no consultant is involved, furnishings become interchangeable between facilities and consistency and quality are maintained. The Planning/Property team manages this work. The furnishings team did not exist prior to the development of the CIP, furnishing reviews were handled by project managers. Having a team more knowledgeable about furnishings, their condition and life expectancy has led to more accurate scope estimates and budgeting. 46 FF&E projects have been completed to date at a cost of \$17.8M.
- Inflation is a concern given increases in materials such as steel, drywall and plywood (approaching \$100/sheet) have increased by 50% in the first three months of the year. Department continues to monitor other items such as HVAC equipment, piping, electrical components and encourages contractors to order long-lead items as soon as possible to assure that there is no delay in completing the projects. The CIP moved the larger projects to the start of the Program, and advanced others such as Marshdale and Prospect Valley replacements by a year. The strategy has worked in the district’s favor. Compliments were given to Construction Mgmt. leadership from CAAC on how well the team is doing.