

MINUTES

MEETING DATE: December 16, 2015

The CBOC met at 5:05 p.m., December 16, 2015, at the Brazosport Independent School District Administration Building, 301 W. Brazoswood Drive, Clute, Texas, with the following members present:

Donald Caldwell
Randy Dane
Jim Martin

Gerald Roznovsky
June Strambler
Kirk Willson

The following members were absent:

Kay Aplin
David Fritz
Edward Garcia
Louis Guidry
Carolyn Kirk
Pete Knodel
Donald Lamont
Jody McCollough

Terry McCollough
Christina Morales
John O'Connor
Vinay Singhania
David Stephenson
Johnathan Sublet

The following staff and Board of Trustee members were present:

Jerry Adkins
Monty Burger
Alec Journeay
David Mendoza

Daniel Schaefer
Steve West

The following staff and Board of Trustee members were absent:

Rachel Arthur
Jennifer Edenfield
Mason Howard

Rebecca Kelley
Danny Massey
Jay Whitehead

The following individuals signed the register as visitors:

None

AGENDA

Introduction and Welcome – Dan

Mr. Schaefer began by welcoming everyone and noted that since there is not a quorum we would not take any action this evening but will still review the information. An email will be sent to the committee following the meeting for action items so members can vote.

Review and Approval of Minutes of September 16, 2015

Following a review of the minutes, a motion was made by Gerald Roznovsky and seconded by Jim Martin for approval of the minutes as presented. After receiving additional responses via email the motion passed unanimously.

Website Review/Comments/Recommendations

Mr. Schaefer asked for feedback and showed the changes made to the website since the last meeting. He did indicate that we will continue to add information throughout the bond programs.

Review of Project Status

2012 Bond

Mr. Schaefer indicated that as of November 30, 2015, \$28,660,561 or 71.12% of the bond funds have been obligated for purchase, which is down slightly from \$28,716,444 or 71.26% as of August 31, 2015. This was due to a couple projects not utilizing all the construction contingencies, which were credited back to the District. He further explained that some of these items are not complete but are ordered or the projects are in progress. A complete list of purchases was reviewed in detail. Projects completed and paid as of November 30, 2015 totaled \$26,968,889 representing 66.92% of the bond program compared to \$25,462,923 representing 63.18% as of August 31, 2015.

2014 Bond

Mr. Schaefer indicated that as of November 30, 2015, \$10,478,677 or 5.99% of the bond funds have been obligated for purchase, which is up from \$8,059,435 or 4.61% as of August 31, 2015. He further explained that some of these items are not complete but are ordered or the projects are in progress/design phase. A complete list of purchases was reviewed in detail. Projects completed and paid as of November 30, 2015 totaled \$4,858,939 representing 5.99% of the bond program compared to \$2,729,956 representing 0.16% as of August 31, 2015.

Review of Project Timelines

Alec Journeay reviewed the new and improved project timelines developed with the District architects, VLK and construction manager at risk, Sterling Structures. This new timeline shows more detail and lays out timing for planning, development and actual construction by month. It will be posted to the District website highlighted.

Fall/Spring Projects

- Tracks – Slade and Hopper (2012 Bond) – Track surfaces completed in December, striping to be completed January 2016.
- Beutel Elementary (2014 Bond) – Break ground January 2016 with an August 2017 opening.
- Lanier Gym (2014 Bond) – Broke ground October 2015 with a May 2016 opening.
- 6 Roofs – Rasco, Lanier, Griffith, B'Wood (Partial), Freeport Int, PRC
- Polk and Griffith Classroom Additions Planning Underway with an August 2016 opening
- Comprehensive timeline and packaging schedule finalized.

Reallocation of Project Funds

Mr. Schaefer reviewed eight reallocations (6 for 2012 bond and 2 for 2014 bond) related to various projects. Four were small and were report only while another three (3) required approval, which was obtained via email correspondence on 10/27/15, 11/10/15 and 11/17/15. One reallocation from 2012 needs approval.

The following reallocations were reported:

2012 Bond

- 9/17/15 – B'Wood Pool Reallocation - \$69 from the completed Whiteboard line item
- 10/26/15 – Playground/Walking Track - \$680 from the completed Whiteboard line item
- 10/28/15 – Griffith Roof - \$17,121 from the completed Whiteboard line item

2014 Bond

- 12/16/15 – B'Wood Student Parking - \$5,145 from Slade Parking

Three others were approved by the committee via email correspondence:

2012 Bond

- 10/27/15 – B'Wood Pool Reallocation - \$85K from completed security fence line item.
- 11/17/15 – TI – Calculators - \$37,500 from the completed Interactive Learning Tables line item.

2014 Bond

- 11/10/15 – Re-allocation among 2 roof projects including Freeport Int and Rasco. After netting the over/under, \$12,678 was add back to contingency.

One reallocation related to the 2012 needs approval from the committee:

- 12/15/15 – Jane Long Roof - The Maintenance department has requested a reallocation of \$147,900 to the "Jane Long Roof" line item from the "Contingency" line item. Due to the upcoming replacement of Jane Long, the original budget of \$360,000 was previously re-allocated as a new roof would not be necessary, as the campus will be replaced with the 2014 bond funds. Unfortunately the current roof which was installed in 1989 is leaking in multiple areas. To correct this issue until the campus is replaced, the recommendation from our roofing consultant ARMCO is to pressure wash and apply two coats of Elastomeric to seal the roof. Bids for roof replacement were received earlier in the year for Jane Long as part of the potential hail damage insurance claim, however it was determined that it was not hail damaged. Alternate proposals were requested from the original two lowest bidders and based on those responses, the best value total cost is \$147,900, including \$139,400 from CS Advantage for the cost of work and \$8,500 in development cost and other fees.

Seventeen members responded via email to approve the reallocation above and three did not respond.

Reclassifications of 2014 Bond Funds

Mr. Schaefer reviewed the project budget for the 2014 bond program. He explained that each project consists of three line items including:

1. Cost of work,
2. Development cost and
3. Escalation of 6%

The Beutel project budget vs actual was reviewed to illustrate the need for reclassification between the budget line items.

The committee member agreed that the committee does not need to approve reclassification within a project budget line items but would continue to approve reallocations from one project to another.

Question/Discussion/Suggestions of Items

None.

SCHEDULING AND UPCOMING MEETINGS

Next scheduled meeting is March 16, 2016, from 5-6 pm at the Administration Building room D-7.

There being no further business, the meeting adjourned at 5:40 p.m.




