

MINUTES

MEETING DATE: March 25, 2015

The CBOC met at 5:00 p.m., March 25, 2015, at the Brazosport Independent School District Administration Building, 301 W. Brazoswood Drive, Clute, Texas, with the following members present:

David Fritz
Donald Lamont
Jim Martin
Jody McCollough
Terry McCollough

Gerald Roznovsky
Vinay Singhania
David Stephenson
Kirk Willson

The following members were absent:

Kay Aplin
Donald Caldwell
Randy Dane
Edward Garcia
Louis Guidry
Carolyn Kirk

John O'Connor
June Strambler
Johnathan Sublet

The following staff and Board of Trustee members were present:

Jerry Adkins
Monty Burger
Alec Journeay
Dr. Sandra McCoy-Jackson

David Mendoza
Daniel Schaefer
Steve West
Jennifer Edenfield

The following staff and Board of Trustee members were absent:

Rachel Arthur
Mason Howard
Jay Whitehead

Rebecca Kelley
Danny Massey

The following individuals signed the register as visitors:

None

AGENDA

Introduction and Welcome – Dan

Mr. Schaefer began by welcoming the new faces to the committee along with a new staff member. With the passage of the 2014 bond, the District felt it was important to grow the committee so the District has been soliciting additional members. We primarily looked at those who served on the "Long Range Facilities Planning Committee" as they actually developed the 2014 bond package and could provide great oversight to ensure the District accomplishes the intent of the bond. Therefore, the charter needs to be update to allow additional members.

Review and Consider Amending Charter

A copy of a draft-revised charter was presented as developed by the co-chairs Kirk Willson and Dan Schaefer. The two main changes include increasing member numbers and eliminating term limits. With the 2014 bond, the recommendation is to increase members from 15 to 20 as this keeps the committee at a manageable level while providing the opportunity for additional oversight. The second item addresses

term limits. Currently members serve staggered two or three year terms. However based on the long-term nature of these projects the co-chairs felt continuity is very important and recommends eliminating term limits. Following some discussion, a motion by Vinay Singhania and a second by Terry McCollough, to approve the revised charter as presented. Motion passed unanimously.

Website Review/Comments/Recommendations

Mr. Schaefer asked for feedback for improvements to the District website and did indicate some changes are coming to transition the 2014 bond info into a similar format as the 2012.

Review and Approval of Minutes of December 17, 2014

Following a review of the minutes, a motion was made by Terry McCollough and seconded by David Fritz for approval of the minutes as presented. Motion passed unanimously.

Review of Project Status

Mr. Schaefer indicated that as of February 28, 2015, \$23,638,381 or 58.13% of the bond funds have been obligated for purchase, which is up from \$22,660,982 or 55.72% as of November 30, 2014. 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 February 28, 2015 totaled \$22,944,291 representing 56.9% of the bond program compared to \$21,862,406 representing 53.8% as of November 30, 2014.

Review of Project Timelines

Mr. Schaefer reviewed the project timelines posted to the District website and indicated the 2014 preliminary timeline is posted.

Spring/Summer projects include:

- 2012 Bond
 - Welding and Agricultural Upgrades
 - Security Vestibules – Pending finalizing a few campuses...
 - Flooring Projects – Fleming (two classrooms), FIS (band hall, orchestra, 8 classrooms), Griffith (all), Lanier 5th grade wing
 - HVAC (Rasco chiller and cooling tower)
 - Grease Traps (B'Wood and SFA)
 - Swimming Pools – Pending Reallocation
 - Vehicle Purchases
 - Band Instruments
- Tracks – Slade and Hopper (2012 Bond)
- Fields – Slade and Hopper (2014 Bond)
- Parking Lots
 - 2012 Bond
 - Bus
- 2014 Bond
 - B'Wood (200 Spaces)
 - Slade
- Beutel Elementary (2014 Bond)
- Lanier Gym (2014 Bond)
- SFA Generator (2014 Bond)

Reallocation of Project Funds

Mr. Schaefer reviewed four reallocations related to various projects. Three were small and were report only while the other one required approval. The following reallocations were reported:

- Roofing Projects – 2/10/2015 - Increased B'Wood, B'Port, CIS Gym, and LJIS Gym by \$4,840, \$7,040, \$3,960 and \$3,960 respectively and pulled from Long roof (\$19,800) as Long is getting a new campus with the 2014 bond funds and will not need the current roof replaced. Additional cost for drain replacement not originally included in scope.

- Grease Traps – 3/2/2015 - \$5,332 increase for B'Wood – Pulled from SFA and Beutel grease trap projects as SFA came in under budget and Beutel's is not needed as the entire campus will be replaced with the 2014 bond funds.
- HVAC – 3/17/2015 - \$5,580.20 increase for Rasco chiller and cooling tower. Pulled from various completed or discontinued HVAC projects including Beutel (\$556), Ogg (\$197) and Long (\$4,827.20)

The last re-allocation is for the swimming pool areas at B'Port and B'Wood. The amount budgeted of \$230K (for both) in the 2012 bond was for replacing the ceiling tile with PVC type system and plastering at both locations. Prior to plastering, the District performed leak detection services and determined the old cast iron pipe is leaking at both sites. In addition, B'Wood existing gutter is leaking and needs replacement. The cost of those items are detailed below. Therefore, although the budget for the original scope was adequate, the recommendation is to correct the infrastructure related items prior to dealing with cosmetic improvements. Funding for the reallocation would come from various completed or cancelled projects including:

- Carpet of Ogg (\$35K),
- Cafeteria A/C at Fleming, under-budget (\$48,876),
- Cafeteria A/C at Roberts, under-budget (\$30,060),
- Boiler at Roberts, completed (\$20K),
- New HVAC and ceiling in Kitchen at LLC, under-budget (\$16,820),
- Grease traps at Beutel, Long, Fleming, Roberts (\$38,418),
- Plumbing 1st/2nd grade wing at Ney (\$120K),
- Paint rehabilitation (\$205,666), less needed due to campuses being replaced
- Roof at Jane Long (\$45,200)
- Increase B'Wood Pool Budget by \$365,500
- Increase B'Port Pool Budget by \$194,000

After lengthy discussion, on a motion by Donald Lamont and a second by Jim Martin, the committee unanimously approved the reallocation as recommended and presented.

BRAZOSWOOD Bond Allotment - \$120,000		BRAZOSPORT Bond Allotment - \$110,000	
DESCRIPTION	COST	DESCRIPTION	COST
Ceiling Tile Replacement	60,000.00	Ceiling Tile Replacement	60,000.00
Plaster Replacement	38,000.00	Plaster Replacement	38,000.00
Additional Work			
Structural Inspection (if needed)	2,450		
Boiler Replacement (COMPLETED)	20,000.00		
Main Drain and Piping Replacement	150,000.00	Main Drain and Piping Replacement	150,000.00
Cut off/remove existing gutter and replace with new, install new return pipe	140,000	Replace existing gutter weirs and refurbish gutter	6,000
Deck Resurfacing	7,750	Deck Resurfacing	6,750
TOTAL	418,200.00	TOTAL	\$260,750.00

<u>Additional Cost</u>			
WTI (site visit, CD)---\$7500.00	3,750.00		3,750.00
Leak Detection---\$650.00	325.00		325.00
Contingency-- 5%	20,910.00		13,037.50
Architect, fees -- 10%	41,820.00		26,075.00
Total	\$485,005.00		\$303,937.50
Original Budget	120,000.00		110,000.00
Additional Needed	\$365,005.00		\$193,937.50
Rounded	\$365,500.00		\$194,000.00

Question/Discussion/Suggestions of Items
None.

SCHEDULING AND UPCOMING MEETINGS

Next scheduled meeting is June 17, 2015, from 5-6 pm at the Administration Building room D-7.

There being no further business, the meeting adjourned at 5:52 p.m.



