

BEX /BTA Oversight Committee
January 8, 2021, 8:30 – 10:30 AM
Zoom Meeting

Call to Order

- 1) John Palewicz called the meeting to order at 8:33 AM.
- 2) Roll call
 - a) Committee members present: John Palewicz, Daniel Williams, Warren Johnson, Steve Tatge, Kyle Wang, Sherry Edquid, Rob Stephenson, Duncan Griffin, Janet Donelson,
 - b) Committee members absent: Steve Goldblatt and Freeman Fong
 - c) Board Directors present: Lisa Rivera-Smith
 - d) Staff present: Fred Podesta, Richard Best, Eric Becker, Jeanette Imanishi, Becky Asencio, Melissa Coan
- 3) Approval of agenda: Warren Johnson made a motion to accept the agenda. Janet Donelson seconded. The motion passed unanimously.
- 4) Approval of minutes from December 11, 2020: Steve Tatge made a motion to accept the minutes. Janet Donelson seconded. The motion passed unanimously.

Capital Projects and Planning Personnel Update

- 1) Richard Best shared that Senior Project Manager Eric Becker had submitted his resignation. He thanked Mr. Becker for his seven years of service to the district and praised his accomplishments naming several school projects he oversaw throughout the district.
- 2) Mr. Best conveyed that Director Eden Mack resigned from the School Board on January 7, 2021. The committee acknowledged her contributions and participation on the BEX/BTA Oversight Committee.

BEX/BTA Oversight Committee Organizational Structure

Committee Chair, John Palewicz, reported a role change on the committee. He noted that Steve Goldblatt stepped down as vice chair due to health concerns. The position was offered to Janet Donelson with concurrence of the committee. Ms. Donelson is the new vice chair.

BEX/BTA Oversight Committee Future Meeting Topics

Mr. Palewicz invited the committee to propose topics for future meetings. Suggestions included:

- 1) Employing Design/Build for a project and evaluating the benefits and drawbacks of the approach.
- 2) Clarifying the committee's role in reviewing and responding to schematic design presentations and what action, if any, firms will take in response to committee feedback.
 - a) Mr. Palewicz agreed that this discussion ought to occur prior to the Lincoln High School presentation.
- 3) Drilling down into the use of portables and other ways to expand capacity at schools, with attention to resilience and adaptability in the future.

- a) Mr. Palewicz noted that the topic should be included in the portables discussion at April 2021 meeting.
- 4) Reviewing the timing and procurement of portables.
 - a) This topic was added to the April meeting about portables.
- 5) Understanding Design Build and Job Order Contracting (JOC).
 - a) This topic was scheduled for the May 2021 meeting. –
- 6) Reviewing emergency preparedness options for the community at school sites and in the construction of new schools.
 - a) This topic was added to the April meeting.

BEX/BTA Oversight Committee Membership Status Update

Mr. Best updated the committee on the process for membership renewal. He encouraged current members who are interested in remaining on the committee to apply. He indicated that he would have more information about the process and timeline at the February 12, 2021 meeting.

Budget Update

- 1) Melissa Coan reviewed the quarterly report for BEX IV
 - a) The capital levy program is 98% complete.
 - b) The final major project in the program, Wing Luke Elementary School, is due to open in Fall 2021.
 - c) She presented the financial status of the Other Facilities Projects.
 - d) She concluded that the Program Reserve is slowly increasing as more levy funds are received than were originally anticipated.
- 2) Ms. Coan reviewed the quarterly report for BTA IV
 - a) The major projects within BTA IV are 96% complete.
 - b) She highlighted transfers of some expenditures to other levy programs.
 - c) She provided the financial status of the Other Facilities Projects.
 - d) She reported a recent budget transfer for Webster School, which has depleted the program reserve.
 - e) The BTA IV Program is in the black with no variances to report.
- 3) Mr. Palewicz cited the limited time and recommended focusing attention on major projects in future reports. Mr. Johnson requested the detail be reported on the BTA levies annually. Mr. Best invited Director Rivera-Smith to meet with Melisa Coan and he to review the capital levy financial details at her convenience.
- 4) Mr. Griffin suggested including budget information related to sustainability measures in future reports. Mr. Palewicz agreed and noted that it should be high-level.

Project Status Report

Mr. Best and the Senior Project Managers reported on the status of major projects.

- 1) Eric Becker conveyed that Bagley Elementary will be complete with one change order outstanding for epoxy painting the magnesite staircase and implementing playground improvements. He anticipates this work to be performed during mid-winter or spring break.

- 2) Mr. Best reported that Wing Luke Elementary received final approvals for the mechanical permit but was still waiting on a temporary certificate of occupancy. Furniture is planned to begin to move into the school in March 2021 with landscaping scheduled for completion in April and May timeframe.
- 3) Eric Becker shared that furniture and the staff have been moved into the Webster School.
- 4) Mr. Best reported that Magnolia Phase 2 is behind schedule due to delays concerning installation of the storefront glazing system. He anticipates the project completing late May 2021. Mr. Palewicz requested a brief update on the process of adding capacity to the existing building at this site for the April 2021 meeting.
- 5) Mr. Best reported that Coe Elementary School is behind schedule due to unforeseen issues with the location of below grade utilities.
- 6) Jeanette Imanishi conveyed that the West Seattle High School roofing project was due to complete in February 2021. She reported that the “oil canning” observed in the roof panels, due to manufacturer’s error has been successfully addressed. She highlighted that quality control had been an issue during the pandemic at other sites, too.
 - a) Mr. Palewicz inquired about the historic windows at West Seattle High School. He recommended developing a strategy for their replacement, rather than refurbishment, citing energy and carbon codes.
- 7) Mr. Best reported that construction activities continue at West Woodland Elementary School with the building scheduled to open August 2021.

Capital Projects Upcoming Bid Schedule

- 1) Mr. Best referred to the bid schedule and identified items tracked in the document.
- 2) He reminded the committee that projects with a \$1M or higher bid amount have apprenticeship requirements.
- 3) He highlighted that projects with a \$5M or higher bid amount have Student and Community Workforce Agreement (SCWA) requirements. He described the ways that Capital Projects is reaching out to contractors to educate them about upcoming projects and the SCWA. The committee suggested coordinating with other districts raising levies for projects, maintaining a risk register to track items that affect multiple projects and begin assessing materials availability as soon as possible.
- 4) Mr. Best reported on the potential impacts to project schedules raised by the districts virtual SEPA appeal processes and the City of Seattle’s Master Use Permit appeal processes. He noted that both processes are taking longer during the COVID-19 pandemic as the hearing format has changed to virtual in lieu of in-person. He indicated that this has increased process durations as documents are filed electronically and both parties are allowed time to review prior to the hearing.

COVID-19 Pandemic Impact Project Update

Mr. Best conveyed that issues related to Covid-19 pandemic remain unresolved with some subcontractors at the Wing Luke Elementary project. Discussions are on-going regarding how to resolve the matter.

The meeting was adjourned at 10:30 AM