

BOARD SPECIAL MEETING OPERATIONS COMMITTEE



2445 – 3rd Avenue South, Seattle WA 98124

Stanford Center, Board Conference Room
Thursday, October 20, 2016

Approved Minutes

Director Stephan Blanford called the meeting to order at 4:30pm. Director Scott Pinkham was also in attendance. Associate Superintendent Flip Herndon and Assistant Superintendent Pegi were joined by the three Capital senior project managers in staffing the meeting.

The agenda and minutes of the September 15, 2016 meeting were approved.

Monthly capital financial report: Melissa Coan reported that as of the end of July, the ending fund balance was \$107.8 million. The district has committed 86% of this fund. The investment earnings continue to creep up slowly; in response to questions, she said there are no significant variances from last month to this.

Revisions to Policy 4215, Tobacco-free environment. Lisa Davidson explained that this policy update is in response to recent changes in legislation. The policy now includes no use of e-cigarettes and vapor products within 500 feet of schools, aligning with statewide and King County regulations. This also includes district-sponsored transportation and district-owned vehicles. provision. District-sponsored transportation. In response to questions, Lisa said:

- Use of tobacco products for ceremonial use is not clear in existing policy or state law. She would have to check with Legal regarding the ability to rent a gym out for ceremonial use of tobacco.
- There are mandatory education units and training by health teachers, nurses, and prevention specialists to work on decreasing the rate of vapor usage. In early spring the district will have more survey data.

Committee members expressed more interest in hearing the Healthy Youth Survey data when it comes out if this year is in the every-other-year cycle. Staff will follow up in March. The committee then moved this item forward to the full board with a recommendation for approval.

Resolution 2016/17-5, Intent to construct Loyal Heights Elementary School: Sr. project manager Eric Becker said this action was one of the steps in applying for and receiving \$1.9 million in state funding assistance. Committee members asked about the list of steps already taken on the funding assistance and about the size and number of classrooms of the project. Eric said the information will be coming through in next month for this project. The committee then moved this item forward to the full board with a recommendation for approval.

Loyal Heights Elementary project constructability review report: Eric Becker said the constructability report was received but does not yet include the A/E responses. This action is also part of the D-form process. It is a quality control measure that Capital Projects does anyway, with or without state funding, as it is a peer group checking the design team's

drawings. Committee members said this needs to be completed before introduction and then moved this item forward to the full board with a recommendation for approval.

Magnolia Elementary School value engineering report: Sr. project manager Mike Skutack said this is a D-form step necessary to receive \$213 million in state funding assistance. The bid opening on this project is scheduled for the first part of the year. This is a prescriptive process with design professionals that listed some \$543,631 in potential cost savings and includes the A/E responses to the line items. Director Blanford asked about any redundancies from building to building if the ed specs don't change and whether there are any efficiencies to be gained during these processes. Mike said that ed specs change often enough that staff cannot make assumptions on what the standards are and that the district looks to the consultant to flesh out all the issues of any given project. The committee then moved this item forward to the full board with a recommendation for approval.

Resolution 2016/17-2, Accepting the Cedar Park building commissioning report: Mike Skutack said this is part of the final application the district submits for the D-11, preceding the project closeout. It is a systematic process of documenting that mechanical systems have been installed properly. He said there were still 29 issues still to be resolved before presenting for introduction. Director Blanford asked for more specifics and said that in the future the committee would like them all resolved before coming to the committee, as this is not a rubber stamping process. Mike assured them these would be completed before introduction. The committee then moved this forward to the full board for consideration.

Final acceptance, Jane Addams Middle School Phase II: Lucy Morello described the project scope and reminded committee members that this school was done in phases because the school never closed and that the work has been done in summertime so that the school could be turned into a comprehensive middle school as soon as possible while still answering the need for capacity in North Seattle. Discussion followed about the contractor overtime work, which was for previously unknown conditions under the crawlspace of the building, accounting for much of the 9.8% change order rate. The district paid a premium to the contractor because of the short timetable to do the work of this phase during the summer. The committee then moved this item forward to the full board with a recommendation for approval.

BEX IV Learning Phase II, authorizing purchase orders for classroom technology: Stephen Nielsen said these purchase orders were issued under an RFP to Thornburg, Apple, B&H Photo Video, CDW Government, and Troxell for completion of computer replacement and to ensure that district classroom computers are operable, up to speed, and meeting current requirements. Schools have a choice to pick what they want from a menu of options. This includes about 4,000 iPads, desktops, and laptops. A Microsoft contract covers the operating systems. The committee moved this item forward to the full board with a recommendation for approval.

Work plan for November and December and adjournment: Staff shared long draft agendas for the upcoming two months. The meeting then adjourned at 5:18pm.