

Board Special Meeting

Operations Committee

March 11, 2021, 8:00 a.m.

Meeting held remotely



Minutes

Call to Order

1. Director DeWolf called the meeting to order at 8:00. Directors Rankin and Rivera-Smith participated with Microsoft Teams or by phone. This meeting was staffed by Chief Operations Officer Fred Podesta, Director of Capital Projects and Planning Richard Best, Capital Finance Manager Melissa Coan, Director of Facilities Frank Griffin, Principals Clark and Fraser-Hammer, Director of Nutrition Services Aaron Smith, K-12 Planning Manager Becky Asencio, Chief Financial Officer JoLynn Berge, and Accounting Director Amy Fleming.

2. Approval of agenda

Director Rivera-Smith moved to approve the agenda. Director Rankin seconded. This motion passed unanimously.

3. Approval of meeting minutes

Director Rivera-Smith moved to approve the February 4, 2021 meeting minutes. Director Rankin seconded. This motion passed unanimously.

Standing Agenda Items

1. 2020 Committee Work Plan and Facility Capital Projects BAR Management Schedule

Director Rivera-Smith requested an update on the Clean Energy Task Force be scheduled into the Committee Work Plan.

2. Capital Financial Budget Report

Ms. Coan presented the monthly budget report through December 31, 2020. She conveyed that the projected contingency fund remains \$9.5M, after all commitments to the voters have been completed. The committee did not have any questions about her report.

3. Capital and Operations Community Engagement

Mr. Podesta referred to the list of scheduled meetings posted on the second and third pages of the agenda. He highlighted the March 18, 2021 Work Session on BTA V. He informed the committee that season of permitting, State Environmental Protection Act (SEPA) hearings, and School Design Advisory Team (SDAT) meetings had begun for Capital Projects. He reminded the committee that project information is available on the Capital Projects webpages.

4. Design Modification/Construction Change Order Review

Mr. Best referred to the Change Order log from his meeting with Director Rivera-Smith and the senior project managers on February 16, 2021. He highlighted two change orders that were related to Covid-19 costs.

Board Action Reports (Discussion and/or Action)

1. Changing the name of the Southwest Athletic Complex (SWAC) to The Nino Cantu Southwest Athletic Complex

Principals Clark and Fraser-Hammer, with Lunchroom Assistant Manager Doree Fazio-Young, presented their request to rename the Southwest Athletic Complex (SWAC) to the Nino Cantu Southwest Athletic Complex. They described Mr. Cantu's commitment to the stadium and the students and families who used it. They shared the community's enthusiastic support for recognizing Mr. Cantu's service in this way. They highlighted that this action would contribute to a welcoming school environment and recognize the racial diversity of the district, in accordance with Board Policy 0030.

The committee confirmed with staff that there were no challenges to renaming SWAC. They expressed gratitude for the opportunity to celebrate the district's community.

Director Rivera-Smith made a motion to move this item forward to the full Board with a recommendation for approval. Director Rankin seconded. This motion passed unanimously.

2. Amendment to January 2020 – August 2021 City of Seattle grant to expand the Fresh Fruit and Vegetable program

Mr. Smith provided background on the grant. He highlighted that the funds would be used to support students and families most impacted by Covid-19 across the district and throughout the summer.

Director Rankin made a motion to move this item forward to the full Board with a recommendation for approval. Director Rivera-Smith seconded. This motion passed unanimously.

3. Renew Master State Elevator Maintenance and Repair Contract

Mr. Griffin provided background on this contract extension with Eltec. He highlighted that Eltec was selected through a procurement process of the of the Washington State Department of Enterprise.

Director Rivera-Smith made a motion to move this item forward to the full Board with a recommendation for approval. Director Rankin seconded. This motion passed unanimously.

4. BEX V: Award Contract P1839, for Accessibility Consulting Services, to Studio Pacifica for the for the BEX V Program

Mr. Best presented background on this contract with Studio Pacifica. He highlighted that they would support the architects and engineers working on BEX V major projects to ensure compliance with the Americans with Disabilities Act (ADA). He noted that ADA requirements are constantly evolving, therefore Studio Pacifica would perform quality assurance/quality control on the projects. Mr. Best confirmed for the committee that Studio Pacifica was also engaged to review the district's remaining 89 schools and estimate costs for bringing those sites into compliance with ADA, as part of BTA V planning.

Director Rankin made a motion to move this item forward to the full Board with a recommendation for approval. Director Rivera-Smith seconded. This motion passed unanimously.

5. BEX V: Resolution 2020/21-21 Racial Imbalance Analysis for Van Asselt School Addition project

Mr. Best reminded the committee that the Racial Imbalance Analysis was required by OSPI to verify that the project will not aggravate or create a racial imbalance. He highlighted that because Van Asselt is an interim site, with no set population, it won't affect racial imbalance in the schools that move into it.

Director Rivera-Smith made a motion to move this item forward to the full Board with a recommendation for approval. Director Rankin seconded. This motion passed unanimously.

6. Building Excellence (BEX) V, School Construction Assistance Program (SCAP) & Distressed School Grant: Resolution No. 2020/21-20 certifying the Intent to Construct for Kimball Elementary School Replacement, Northgate Elementary School Replacement, Viewlands Elementary School Replacement, Lincoln High School – Phase 2 Gymnasium Building, Rainier Beach High School Replacement and Van Asselt Classroom and Gymnasium Addition projects

Mr. Best explained that OSPI requires that the district certify that the funding will be applied to the intended purpose, through a Board action.

Director Rivera-Smith made a motion to move this item forward to the full Board with a recommendation for approval. Director Rankin seconded. This motion passed unanimously.

7. BEX V, Distressed School Grant and K-3 Class Size Reduction Grant: Approval of Budget Transfer for the West Woodland Elementary Addition and Modernization project

Mr. Best provided background on this one-time fund transfer. He explained that the need for the new furniture was identified after the addition project started and the current furniture was found to be in poor condition. He confirmed for the committee that the old furniture will be stored for use at other sites as needed.

Director Rivera-Smith made a motion to move this item forward to the full Board with a recommendation for approval. Director Rankin seconded. This motion passed unanimously.

8. BEX V: Approval of Construction Change Order #5 for the Van Asselt (the school was renamed Rising Star Elementary School after the contract had been executed with Wayne's Roofing, Inc.) Elementary School at the African American Academy Roof Replacement project

Mr. Best provided background on the roofing project at Rising Star. He reported that this is the final change order on the project.

Director Rivera-Smith made a motion to move this item forward to the full Board with a recommendation for approval. Director Rankin seconded. This motion passed unanimously.

9. BEX V: Approval of Parametrix Contract Modification #2 for the Rainier Beach High School Replacement project

Mr. Best explained that the contract modification would allow Parametrix to hire a sustainability consultant to inform the Rainier Beach High School (RBHS) project. He reported the goal of making the new building as sustainable as possible with attention to daylighting, energy conservation, and materials selection.

Director Rankin made a motion to move this item forward to the full Board with a recommendation for approval. Director Rivera-Smith seconded. This motion passed unanimously.

10. BEX V: Resolution 2020/21-19: Approval of General Contractor/Construction Manager (GC/CM) Delivery Method and Award GC/CM Contract P5160 to Lydig Construction, Inc. for the Rainier Beach High School Replacement project

Mr. Best provided background on this contract with Lydig, which would allow them to start preconstruction services. He described the selection process and highlighted the inclusion of school and community representatives in the selection committee. He confirmed for the directors that community involvement in this process was new for the district and contributed to a more robust process.

Director Rivera-Smith made a motion to move this item forward to the full Board with a recommendation for approval. Director Rankin seconded. This motion passed unanimously.

11. BEX V: Award Construction Contract P5143, to KCDA/Musco Sports Lighting, LLC for the Athletic Field Lighting Improvements at Jane Addams Middle School project

Mr. Best provided background on the King County Directors Association (KCDA), which a purchasing cooperative and why it was used for this purchase. He conveyed that Musco is the only manufacturer that complies with the City of Seattle's code for light spillover. He explained that while old lighting systems did produce spillover into the adjacent neighborhoods and complaints from those communities, the new LED lights largely solved those problems.

Director Rankin made a motion to move this item forward to the full Board with a recommendation for approval. Director Rivera-Smith seconded. This motion passed unanimously.

12. BEX V: Award Construction Contract P5156, Bid No. B102023, to _____ for the Athletic Field Improvements at McGilvra Elementary School project

Mr. Best provided background on this project to replace the existing turf, which is end-of-life. He highlighted that the project had not been bid yet, and the missing information would be supplied prior to Board Introduction on March 24, 2021.

Director Rivera-Smith made a motion to move this item forward to the full Board with a recommendation for consideration. Director Rankin seconded. This motion passed unanimously.

13. BEX IV/BEX V/Distressed School Grant: Award Construction Contract K1386, Bid No. _____, to _____ for the North Beach Elementary School Heating, Ventilating, Exterior Door, and Seismic Improvement project

Mr. Best clarified that this contract had gone to bid and was awarded to Forma. He confirmed that the missing information would be supplied prior to Board Introduction. He provided background on the project.

Directors and staff discussed the past consideration of replacing North Beach during BEX V. Mr. Best clarified that the funding for this HVAC project arrived through the efforts of residents appealing to their state representatives. Therefore, the project will be completed.

Directors and staff discussed the Student and Community Workforce Agreement (SCWA) threshold of \$5M. Staff confirmed that the goal is to affirm the practices of the SCWA in smaller projects, too, while acknowledging that it will take some time.

Director Rankin made a motion to move this item forward to the full Board with a recommendation for approval. Director Rivera-Smith seconded. This motion passed unanimously.

14. BTA IV: Award Construction Contract K5123, Bid No. B022159, to [REDACTED] for the Relocate and Setup Portable Classrooms at Multiple School Sites project

Mr. Best provided background on this contract. He conveyed that this BAR comes before the Board every year to allow portables to be moved throughout the district to support capacity and/or construction projects.

Director Rivera-Smith made a motion to move this item forward to the full Board with a recommendation for consideration. Director Rankin seconded. This motion passed unanimously.

15. BEX IV: Award Contract P5131, Bid No. B102026, to Lincoln Construction, Inc. for the Washington Middle School Seismic Improvements project

Mr. Best provided background on the project. He acknowledged that the school was almost included in BEX V for a major project. He confirmed for the committee that it was still important to complete this project even if the building made it into BEX VI, because it probably wouldn't be the first project for that levy and the seismic improvements were a safety requirement.

Director Rivera-Smith made a motion to move this item forward to the full Board with a recommendation for approval. Director Rankin seconded. This motion passed unanimously.

16. BEX IV: Final Acceptance of Contract P5123 with CDK Construction Services, Inc., for the Catharine Blaine Seismic Improvements project

17. BTA IV: Final Acceptance of Contract K5120 with Coast to Coast Turf for the Athletic Field Improvements at Nathan Hale High School and Jane Addams Middle School project

Mr. Best reported that both of the above projects were completed within budget and with minimal change orders.

Director Rankin made a motion to move both items forward to the full Board with a recommendation for approval. Director Rivera-Smith seconded. The motion passed unanimously.

Special Attention Items

1. Policy 6800 Asset Preservation Program Annual Report (*written update only*)

Ms. Asencio referred to the Asset Preservation Program Annual Report in the meeting materials. She reported that a certified facilities assessment had been completed by Sazan. She explained that

assessment is required by OSPI, which uses the information to track school buildings condition over time and verify that the district is maintaining them. She added that the report also influences SCAP funding eligibility.

Board Policies and Procedures

1. Amending Board Policy No. 6220, Procurement

Ms. Berge provided background on the request to raise the threshold for purchases that require Board approval from \$250K. She outlined the proposed new thresholds for non-Capital and Capital expenses and described the reporting process for purchases that would not go to the Board. Ms. Fleming reported on analysis of purchasing BARs that went before the Board in 2019-2020 and highlighted how the new thresholds would reduce staff and Board time attending to BARs. Ms. Berge outlined the next steps and timeline for bringing this request to the Audit and Finance Committee and the full Board for a decision.

Directors and staff discussed how internal processes and controls have improved since the current threshold was established in 2012. The committee agreed that increasing the threshold is a good idea and thanked Ms. Berge and Ms. Fleming for their work.

Adjourn

This meeting adjourned at 9:57 a.m.

This meeting was held remotely per the Governor's proclamation allowing public agencies to conduct meetings subject to the Open Public Meetings Act remotely to curtail the spread of COVID-19. Public access was provided remotely online and by teleconference.

Minutes submitted by:

The Office of Chief Operations Officer Fred Podesta