

Board Special Meeting
Operations Committee
April 1, 2021, 8:00 a.m.
Meeting held remotely



Minutes

Call to Order

1. Director DeWolf called the meeting to order at 8:01 a.m. Directors Hampson and Rankin 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, Senior Counsel Greg Narver, and consultants Nancy Locke and Bobby Forch.

2. Approval of agenda

Director Hampson moved to approve the agenda. Director Rankin seconded. This motion passed unanimously.

3. Approval of meeting minutes

Director Hampson moved to approve the March 11, 2021 meeting minutes. Director Rankin seconded. This motion passed unanimously. President Hampson abstained as she was not in attendance at the meeting.

Standing Agenda Items

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

President Hampson recommended forgoing nonessential reports until a later time to focus on return to school, provide relief for staff in planning for next year, and to focus on student outcomes. She specified that anything nonessential ought to be postponed to summer 2021.

2. Capital Financial Budget Report

Ms. Coan referred to the documents provided in the committee packet. She reported on financial activities through January 31, 2021 and confirmed that program spending was as expected for this point in the fiscal year. She reminded the committee that a more granular presentation of the Capital Projects budget would come as a Special Attention Item later in the meeting.

3. Capital and Operations Community Engagement (Podesta)

Mr. Podesta referred to the standing committee meetings posted at the end of the agenda. He commented that additional work sessions for BTA V levy planning would be scheduled for the coming months.

President Hampson suggested adding elements to Bailey Gatzert Elementary School, such as fencing, landscaping, and murals, in response to recent encampments of people experiencing homelessness, at that site. She requested meeting on the subject in the near-term. Mr. Podesta committed to working with Facilities Operations and Capital Projects to address the matter.

4. Design Modification/Construction Change Order Review

Mr. Best referred to the Change Order Log in the committee packet. The materials were reviewed with Director Rivera-Smith on March 16, 2021. He highlighted the credit returned to SPS on the Daniel Bagley project.

Board Action Reports (Discussion and/or Action)

1. BEX IV/BTA IV: Resolution 2020/21-23: Acceptance of the Building Commissioning Report for the Daniel Bagley Elementary School Addition]

Mr. Best provided background on the project. He explained the Building Commissioning process.

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

2. BTA IV: Award Construction Contract K5112, Bid No. 102011, to CDK Construction Services, Inc., for the Ballard High School Exterior Masonry Stabilization project

Mr. Best described how the need for the project was identified and the scope of work. He conveyed that this was a safety improvement to the building.

Mr. Podesta confirmed for the committee that if the revisions to Policy 6220 are approved then some of the BARs on this meeting's agenda would not proceed to the full Board. They would be reported quarterly.

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

3. BEX V: Award Construction Contract P5163, to Wayne's Roofing, Inc., for the Franklin High School Gymnasium Re-Roof and Seismic Upgrades project

Mr. Best provided background on how Wayne's Roofing was selected for this project through a purchasing cooperative. He highlighted concerns about the tectum panel roofing system on the gymnasium and Wayne's Roofing technical skill for this work.

Mr. Best clarified that Wayne's Roofing has become a frequent contractor on SPS projects due to their skill with technically complex or very large projects. He noted that they were also on the E&I Purchasing Cooperative and the low bidder on the KCDA Cooperative. He added that they can be engaged in the project during the design process to help SPS staff better understand how to do the work in the most cost-effective manner.

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

4. BTA III/BEX IV: Award Construction Contract P5133 for the McClure Middle School Seismic and Science Room Improvements project and Budget Transfer

Mr. Best reported that CDK was the low bidder on this project. He recommended a budget transfer from BTA III as McClure project funds were set aside in that program. He reminded the committee that the seismic improvements were Priority 1, indicating life safety requirements.

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

5. BEX IV: Award Construction Contract P5161, Bid No. B102014, to M.J. Takisaki, Inc., for the Roxhill Building Seismic Improvements project

Mr. Best identified the programs housed at Roxhill. He reported that this project would address Priority 1 seismic improvements. He clarified for the committee that E.C. Hughes had moved out of the Roxhill building due to its size. He confirmed that the building was appropriate for its current use.

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

6. BEX V: Final Acceptance of Contract P5140 with FieldTurf USA for the Athletic Field Improvements at Ballard High School project

Mr. Best confirmed that this BAR closes out the project.

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

Special Attention Items

1. Student and Community Workforce Agreement (SCWA) Update

Ms. Locke opened the discussion with a brief overview of the work completed in implementing the SCWA. She focused the rest of her comments on work in progress and next steps.

Ms. Locke highlighted the development of onboarding processes, which will be piloted on the first five projects operating under the SCWA. She noted the significance of training contractors about the SCWA in advance of bidding on projects, in order set clear expectations.

She conveyed that while the cost risk of the SCWA to SPS projects remains a matter of diverse opinion, it does not appear to have impacted the Rainier Beach High School project in terms of contractor interest, the bidding pool, or the actual costs.

Ms. Locke provided the status of outreach and recruitment to establish the workforce diversity and employ the populations indicated in the SCWA. Large contractors are equipped to do this themselves, but discussions continue regarding how to support and equip smaller vendors to meet these goals.

She highlighted the Acceptable Worksites aspect of the SCWA program. This policy defines what an acceptable worksite is and trains project staff to recognize misconduct and respond to it.

Ms. Locke reported that a Memorandum of Understanding with the City of Seattle was in place and several staff from the City were transitioning to supporting SPS with the SCWA. The staff are trained in

the relevant data tracking systems to measure the hiring, payments, and diversity of the workforce on SPS Capital projects and SPS staff will receive training starting in April 2021.

Ms. Locke outlined three recommendations for the future of the SCWA.

- a. Third party analysis, at the end of the year, to assess the programmatic progress and identify areas for improvement, in advance of the second-year evaluation.
- b. Establish a method to transition from contractors doing the outreach and recruitment, such as contracting with Community Based Organizations as other public agencies have done.
- c. Seat SCWA experts on the BEX/BTA Oversight Committee to inform an assessment of the SCWA in advance of the next levy.

At this point, Director DeWolf departed the meeting and Director Rankin substituted as the meeting chair.

2. Capital Budget Presentation

Ms. Coan referred to the budget documents in the committee packet. She conveyed that the materials reflect a preliminary Capital Fund budget for the next fiscal year, which spans August 1, 2021 – September 30, 2022. She identified the project funding sources, total project budgets, Board Approved fiscal year budgets, and the categories of expenses. She explained that revenue transfer process within and across program budgets. Ms. Coan described the significance of the program reserve, which allows for flexibility in response to changes in a given program, such as front funding a grant project or addressing cost adjustments for a project. She concluded her presentation by outlining the next steps in developing the Capital Fund budget.

President Hampson asked if SPS can we access FEMA dollars for funds related to encampments of people experiencing homelessness. Ms. Coan explained that Capital has not used FEMA funds and suggested bringing the suggestion to Chief Financial Officer JoLynn Berge. President Hampson recommended pursuing federal funds to address pandemic -related issues experienced on school campuses.

Director Rankin referred to the clarity of the Capital Fund budget and suggested sharing the information on the SPS website to convey to the public where and how levy dollars are applied for SPS and students.

3. Women and Minority-Owned Business (WMBE) Update (Forch)

Mr. Best introduced consultant Bobby Forch, who is implementing measures to increase the participation of Women and Minority Owned Businesses (WMBE) on SPS Capital projects.

Mr. Forch noted three elements that produce an effective program: Leadership, Empowered Advocates, and Means and Methods. He focused his comments on the last one.

Mr. Forch acknowledged that SPS has already established documentation, such as Board Policies, Requests for Qualifications, and Requests for Proposals to support the increase of WMBE participation on its projects. He described his ongoing work in the areas of pre-construction and post-construction. He concluded his comments by summarizing that a successful program requires clear solicitation plus ongoing support and rigor after the contract was awarded.

4. BEX/BTA Oversight Committee Membership Update (Best)

Mr. Best reported that staff plan to advertise the application for available committee positions in April 2021. The selection process is planned for May 2021 to seat the new members in June. He agreed to provide this update to the full Board in the Friday Memo.

5. BEX/BTA Oversight Committee Semi-Annual Report (written update only)

This item was not discussed.

Adjourn

This meeting adjourned at 9:48 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