Capital Asset Advisory Committee Meeting Notes

Thursday, July 15, 2021 8:00-10:00 am Warren Tech South, 13299 W Coal Mine Ave., Littleton

Members Present: Tom Murray, Dan Oakley

Members Absent: Gordon Calahan, Megan Castle, Kathy Hodgson, George Latuda, Christina Mauro, Laura Perry, M. L. Richardson, Brittney Warga

Staff Liaisons: Robin Acree, executive administrative assistant, facilities management; Steve Bell, chief operations officer; Tracy Dorland, superintendent; Heather Frizzell, supervisor, construction project/project accounting; Bruce Huxley, director, planning and property; Berry Jones, director, construction management; Tim Reed, executive director, facilities and construction management; Tammy Schiff, chief communications officer; Maureen Wolsborn, senior communication specialist

Guests: Heather Keaton, principal WT; Eric Stout, associate principal WT South; Sam Miller, senior project manager; Helen Neal, chief of staff

Agenda

- General: CIP Update, Work In Progress Report, CIP Evaluation Project
- Tour of Warren Tech South
- Communication Update
- Planning/Property Management Update
- Construction Management Update: Status Reports, Schedule Updates

Action/Decisions

No actions were requested or direction provided by the CAAC at this meeting.

CIP Update-(Slide Presentation) Presenter: Tim Reed- Committee members and staff reviewed and discussed reports. There were no concerns shared beyond staff noting a slight revenue loss on second issuance funds (see below) resulting from impacts in national economy.

Forecasted Revenue

- Breakdown by bond issuance:
 - 1st Issuance-\$386.7M.
 - 2nd Issuance-\$307.6M. Due to investments changes in fair value and bank fees, the interest proceeds declined by \$17,471 from the June 15 CAAC meeting.
 - 2023-2025 Capital Transfer, excluding future interest \$134.9M
 - Preliminary Forecasted Revenue: \$829.3M

Expenditures

- Total Expenditures as of July 15 \$351.8M, a \$22.6M increase from June 15, 2021
- Total Encumbrances as of July 15 \$\$107.8M, a \$25.3M decrease from June 15, 2021
- Charter Expenditures as of July 15 \$46.9M, a \$370K increase from June 15, 2021
- Charter Encumbrances as of July 15 a \$360K decrease from June 15, 2021
- To date bond proceeds spent: 83% of first bond, excluding retainage; 8% of second bond.

- Recent Bid Work (Slide Presentation) Presenter: Tim Reed- Committee members and staff reviewed and discussed the report. No concerns were shared.
 - o Projects bid:
 - Powderhorn ES Addition/Renovation bid of \$4,690,000, \$219,377 (4.7%)
 over construction budget and covered by project contingency.
 - Prospect Valley ES Replacement bid of \$17,664,000, \$704,814 (4.2%) over construction budget and covered by project contingency. A 3% construction contingency will be established.
 - Summer Projects yet to bid: Standley Lake Addition/Renovation 7/15; Evergreen MS Renovation 7/29; Evergreen HS Renovation 8/15; Jeffco Open School Addition/Renovation 8/26; Ralston Valley HS Addition/Renovation 9/9
- Work in Progress Construction Report-(Slide Presentation) Presenter: Berry Jones- Committee members and staff reviewed and discussed the report. Discussion noted impacts to work due to manufacturing delays, lack of materials, energy cost, labor shortages, and transportation delays. Contractors are doing their best to address these issues. The economic climate makes for interesting times to estimate and bid work.
 - o Projects potentially delayed:
 - Delay of equipment delivery for Lumberg ES. Contractors have been advised not to remove existing equipment until new equipment arrives to allow for an on time opening for the start of school.
 - Foster ES will incur additional costs due to unforeseen conditions with the relocation of the sewer line and reconfiguration of two classrooms.
 - Lawrence ES HVAC/mechanical system components held up in customs. Product needed to complete project has been released.
 - Some kitchen walk-in freezers may be delayed due to availability of parts. Food Services has a contingency plan in place.
- **CIP Evaluation Project-Status Report** Steve Bell
 - O Discussion of the CIP program mid-bond report. Request for an RFP has been distributed to interested parties, responses are due today (7/15/2021).
 - A committee will review proposals and select candidates to interview. The committee will consist of BOE members, district leadership, CAAC and Financial Oversight Committee members.
 - Anticipated timeline is for end of July consultant begins work with work product by end of August to the superintendent. The report will be shared with CAAC, Board of Education and public.
- Overview of Warren Tech South (WT-S) Presenters: Heather Keaton, Eric Stout, Sam Miller
 - o The CIP established a \$10M budget for the project.
 - The aviation hanger cost an additional \$1.3M and used 5A funds designated for CTE.
 - There are now three Career Tech locations within Jeffco Public Schools. No curricular program is duplicated. WT-S will have of six programs:
 - Audio Production
 - TV and Video Production
 - Stagecraft (lighting, sound and event production)
 - Physical Therapy
 - Aviation
 - Resort Hospitality and Event Planning
 - A number of the programs have partnerships with commercial organizations that provide support to WT-S.

- o Each program can have up to fifty students.
- o A tour of the building was conducted.

Communications (Handout) Maureen Wolsborn

- o Ribbon Cutting at Warren Tech South will be held September 24.
- Communications is working on short videos of projects at each school for principals to display during school registrations/open houses.
- o Multiple projects will have ribbon cuttings near the first week of school.

Planning/Property Management Update Bruce Huxley

- o The Small Projects Team is working on 170 different non-CIP construction projects.
- Sixty temp buildings are scheduled to be removed this summer, approximately half are removed thus far.
- o Allendale ES is undergoing final cleaning and preparing to be mothballed.
- o Planning/Property is working on updating the Districtwide Facilities Master Plan.

Construction Management Update: Status Reports, Schedule Updates

Berry Jones

Unallocated/Unassigned Funds Update

- General Update:
 - H/G Bond-\$86.5M remains in unallocated / unassigned CIP funds.
 - 19M Program-\$174.1K remains in unallocated / unassigned funds.
 - 20M Program \$489.7K remains in unallocated / unassigned funds.
 - 21M Program \$5M- remains in unallocated / unassigned funds.

Next Meeting

August 19, 2021 | 8:00-10:00 am | 809 Quail Street, Bldg. 4, Lakewood, CO 80215