

Olentangy Facilities Committee Meeting
November 4, 2015 @ 6:00 p.m.
Olentangy Administrative Offices

In attendance for the Facilities Committee were:

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| <input checked="" type="checkbox"/> Au, Ralph | <input checked="" type="checkbox"/> Hart, Bob |
| <input type="checkbox"/> Bull, Eric | <input checked="" type="checkbox"/> Jurawitz, Sharon |
| <input checked="" type="checkbox"/> Bryant, Angie | <input checked="" type="checkbox"/> Lowry, Alyssa |
| <input type="checkbox"/> Cailteux, Andy | <input type="checkbox"/> Oliver, Gene |
| <input checked="" type="checkbox"/> Eisenhower, Frank | <input type="checkbox"/> Seils, Rich |
| <input checked="" type="checkbox"/> Fuller, Robert | <input checked="" type="checkbox"/> Scott, Mark |

Also in attendance were Dave King (BOE), Roger Bartz (BOE), Jeff Gordon (Business Office), and Michelle Murphy (Business Office).

Ralph Au called the meeting to order and asked for a motion to approve the agenda and the minutes.

Alyssa Lowry moved and Angie Bryant seconded the motion to approve the agenda. Motion carried.

Angie Bryant moved and Alyssa Lowry seconded the motion to approve the minutes of the October 7, 2015 meeting. Motion carried.

ABC Committee Update

Angie Bryant of the Facilities Committee has also been participating on the ABC Committee. She advised that at the last ABC Committee meeting that the attendees were split into four groups and that they worked on elementary and middle school plans. The plans created are anticipated to be presented at an upcoming community forum meeting on 11/16/2015. The plans developed range in severity from mild to aggressive. Members were told not to take High School #4 into consideration when developing their plans. The current goal is to present 2-3 of the final plans to the Superintendent in the first week in December for review.

Energy

The Business Office is still working on the contents for the Energy RFP. Lighting and equipment counts needed to be re-verified and the RFP revised to include the updated information. Facilities Committee members who volunteered to review the RFP will be contacted at the time that the information is complete.

District Expansion

The planning process for High School #4 has commenced. High School #4 was selected as “best fit” option for the district at this time at the October 2015 BOE meeting. The district and the BOE are working on preparations to include High School #4 on the March 2016 ballot. In the meantime, the Business Office is working on some necessary site planning, Architectural/Engineering RFQ’s, and Owner’s Representative RFQ’s that will be essential to the start of the process. Jeff Gordon has asked for the assistance of Mr. Dave King and Mr. Roger Bartz in the rating process for the Architectural and Engineering firms that submit qualifications. He believes that Mr. Bartz’s and Mr. King’s professional experience will benefit this process greatly. Mr. Gordon would also like the assistance of Facilities Committee members in rating and reviewing the Architectural and Engineering submittals that are received. Members Ralph Au, Mark Scott, Angie Bryant, Alyssa Lowry, Sharon Jurawitz, and Bob Hart volunteered to assist with this process. Vendor submittals are due November 23, 2015. Submittal packets will be submitted to the Facilities Committee for review once they are received. Members will be asked to review and rate the information from the submitting firms prior to the 12/2/2015 Facilities Committee meeting. Members should plan on discussing their ratings at the December 2, 2015 Facilities Committee meeting. The Facilities Committee will be asked to make a recommendation to the BOE at this meeting regarding the Architectural/Engineering firm perceived to be the best fit for the High School #4 project. Jeff Gordon emphasized that the Architect selected will need to provide invaluable project management skills to the project’s planning and construction processes. He also indicated that if there was a vendor that everyone agreed was a clear “best fit” that interviews of the firms would not be needed. The vendor’s professional fee would be negotiated once the vendor is selected.

Members discussed the benefits and the detriments of High School #4 being bid as a multiple prime or a single prime project. Members felt that single prime may limit the vendor pool and thought that bidding the project multiple prime with the option for single prime might be beneficial. Currently, a project completion of date of 6/29/2018 is being targeted. This is an aggressive project schedule and the district will need to be diligent to complete all site work, environmental work, and utility work as soon as possible. Utilities are not yet available on the site and this will slow the process down somewhat.

District Administration has requested that in the upcoming months that the Facilities Committee help with the task of identifying short-term space solutions for OHS and LHS. A subcommittee of the Facilities Committee will be needed in December to meet with the building principals at OHS and LHS to assess the space needs of each site. The additional space will be implemented in the summer of 2016. Sharon Jurawitz, Ralph Au, Alyssa Lowry, and Angie Bryant volunteered to participate on this subcommittee when it meets. Options will not include schedule adjustments or expansion of the school day. Options considered will be changes to the existing facilities or additions to the existing facilities (such as modular classrooms) that could be used for a period of 2 years or more.

General Business

A calendar for the proposed Facilities Committee meeting dates in 2016 was submitted to committee members for review. Committee members reviewed and approved the calendar of meeting dates for 2016.

Committee members also discussed the frequency of Facilities Committee meetings. Members felt that monthly meeting were still sufficient at this time.

A discussion regarding the 2016 Facilities Committee membership roster was deferred until the December 2015 meeting.

2016 projects for the Committee will be related to short-term space needs for the high schools.

Ralph Au expressed his concern regarding staffing for the Business Office. He advised that he had concern that the High School #4 project, short-term space adjustments at the high schools, and regular district PI needs could potentially overwhelm the existing staff in the Business Office. Jeff Gordon thanked Mr. Au for his concern and shared that he believed that the work could be completed with the existing staff. He clarified that the Business Office may be able to supplement its existing workload with the assistance of substitute employees from time to time if needed.

Non-Traditional Projects

Jeff Gordon provided members with an update regarding the status of projects being donated to the district. He advised that the press box at Olentangy High School is still in the process of having the masonry work sealed and has not yet been donated to the district.

Influencers Update

No influencers on the district were identified at this meeting.

Ralph Au asked for a motion to adjourn the Facilities Committee meeting.

Bob Hart moved and Mark Scott seconded the motion to adjourn the meeting at 7:28 p.m. Motion Carried.

The next meeting is scheduled for Wednesday, December 2, 2015. The meeting will be the district's Administrative Offices.

Respectfully submitted,
Jeff Gordon