

The Bond Oversight Committee met February 16, 2021 at 6:00 p.m. via Zoom video conference.

1. CONVENE

1.01 Call to Order by Chair

Riley Cornelsen called the meeting to order at 6:01 p.m.

1.02 Roll Call of Committee Members

Committee members present: Riley Cornelsen, Anya Milton, Sandi McMillan, Brian Lynch, Mark Harting, Dan Cornelsen and Joe Lupo.

Also present were Ferndale School District Assistant Superintendent Mark Deebach, Ferndale High School Principal Jeremy Vincent, Facilities and Maintenance Director Jamie Plenkovich, Administrative Assistant Tammy Longstaff, Construction Services Group Representatives Tex Ladish, Heidi Hansen and Ken Kuiken, and Ferndale School Board Member Andrew McLaurin.

1.03 Adopted the Agenda

Anya Milton moved to approve the agenda as written; Mark Harting seconded the motion. The motion carried.

1.04 Approval of Minutes

Mark Harting moved to approve the January 2021 minutes as written; Sandi McMillan seconded the motion. The motion carried.

2. PUBLIC COMMENT

2.01 Receive Public Comment

Congratulations to BOC member Sandi McMillan. Sandi was appointed to the Local Government Advisory Committee which advises the State Auditor's Office in accounting, budgeting and financial reporting. Her accomplishments were featured in the January 27th, 2021 issue of the Northern Lights.

2.02 Shared Public Comment Received During the Past Month

No public comment to share. Public was invited to communicate via chat feature in Zoom if they would like to comment.

3. UNFINISHED BUSINESS

3.01 How do we communicate with the public?

FHS Dashboard has been updated on district's website.

BOC members recommended the graphics on the District's Website Bond page be updated and a media push be considered as we are nearing the halfway point on the bond project. Accomplishments should be celebrated with pride. The District will consider combining the halfway point celebration with a groundbreaking ceremony. A date will need to be determined.

In person meetings can begin in Phase II. The School Board will be discussing if they wish to continue meeting remotely or want to return to in-person meetings during their February board meeting. We will have a better idea of what meetings will look like going forward after the February 23rd School Board meeting.

Infographics need to be updated on the District's Website.

3.03 Action Item Follow-up

a. Alternate Members

Cathy Raymond was moved out of a voting position last month into an alternate position during the January 2021 BOC meeting. Joe Lupo was moved into the voting position. Cathy was invited to participate in this meeting and chose not to have any further discussion about her attendance. BOC members discussed whether or not to move Cathy out of the alternate position and open up the two alternate member positions to the public.

Mark Harting moved that Cathy Raymond be removed from the alternate member position; Sandi McMillan seconded the motion. The motion carried.

Anya Milton will prepare a written statement announcing to the public that two Bond Oversight Committee Alternate positions are available. The district will circulate the request to the top of the news feed on the Bond page of the District's website.

Mark Harting moved that Cathy Raymond be removed from the alternate member position; Sandi McMillan seconded the motion. The motion carried.

b. Corporate Sponsorship

During January's School Board meeting, the idea of corporate sponsorship was discussed based on the presentation of the idea from the Bond Oversight Committee during its January 2021 meeting. The School Board requested that the Bond Oversight Committee members prepare a proposal outlining how the District would launch such a campaign to solicit corporate funds as well as what specific areas of opportunity exist for such a request. Anya Milton will take the lead on developing a proposal to present to the District with Joe Lupo and Brian Lynch participating in a supportive role. A planning invitation to include Mark Deebach and Andrew McLaurin can be expected sometime in early March.

4. NEW BUSINESS

4.01 District Comments/Input

a. Review Bond Related Spending for January 2021

The Expenditure summary indicates that spending is increasing and will continue to do so as we enter the next phase of construction.

Regarding State Match, the next D form will be submitted soon. The anticipated State Match amount is right on track and State Match disbursements are expected to begin in July of 2021.

b. Review Cash Flow Plan

Cornerstone has a prepared a preliminary Cash Flow plan prepared. Heidi will check with Sam Comer to see if it is available to share with the Bond Oversight Team.

- c. Receive an Update on Items Related to the Bond from Ferndale School District and Construction Services Group.

CSG Monthly Report – Heidi Hansen

- The construction design team has been working on finishing up the Construction Documents as the design details are finalized. The Eagle hearing with the City of Ferndale took place today with the Eagle Board Members applauding the efforts of the District to meet the requirements. Comments were supportive and the Eagle Board did their best to interpret the EAGLE Standards that are designed for commercial enterprises and not education institutions. The design team's submission exceeded the points required. Heidi recognized and appreciated the City's efforts and flexibility in working with the construction team.
- Two bid packages for work on the new Ferndale High School went out to bid with bids due on February 23rd and 24th. Over 70 people attended the prebid zoom meeting. We are expecting 4 mechanical and 7 electrical contractors will be submitting bids.
- Tomorrow is the walk through of Stanwood High School. It is now finished and furnished. We will be paying close attention to furnishings and equipment to see what is working well.
- The Burlington Northern agreement for the southeast construction site access point was finalized at a cost of \$10,000. BNFS originally asked for \$14,000 for the easement but Ken Kuiken was able to negotiate it down to \$10,000.
- A community meeting with the residence of Diane Court took place last week to discuss the need for a secondary entrance into the jobsite that would require access through the Diane court neighborhood. Concerns were raised by some of the residents and were addressed. Community members overall were onboard and shared they felt the project team was well prepared and the meeting went well. Neighbors expressed that they want to partner with the district on this project.
- Our wetlands consultant, The Watershed Group, realized that the plans called for abandoning the existing outfalls that go into Schell ditch and constructing new outfalls. This scenario would require a permit from the Army Corp of Engineers which can take a significant amount of time to

obtain. After consulting with The Watershed Group and meeting with our civil engineer Mike Bratt, we brainstormed ways to use existing outfalls and/or reroute drainage systems so that we did not have to do any work within the ordinary high watermark of the ditch. Because Schell ditch is connected to fish bearing waters, it is regulated by the Corp of Engineers. We think we have a plan to reuse existing outfalls so that we won't be involving any high-water marks. This is good news as the Army Corp of Engineering permitting process can take anywhere from 9 months to a year to complete.

- CTE Equipment Procurement – Discussion ensued about the pros and cons of the District purchasing the CTE equipment directly rather than running it through Cornerstone. This would avoid extra handling costs imposed by Cornerstone but also requires careful consideration and planning as the CTE equipment requires mechanical and electrical installation and L&I inspection coordination. Scheduling and timing is critical in order to avoid extra contractor time due to equipment delivery delays. At this time, the District does not have sufficient staff to take this on and manage the storage and deliveries. Further consideration will be given to this concept at a later date.
- The Bond Oversight Committee recommends that the District develop a communication plan/information flow chart on how documents and information are shared within the design group as a means to mitigate the risk of information not getting lost. The point was also made that the District needs to be made aware of and have a say in responses that are being provided during the bid process and other important steps in the construction process. Currently, the information is consistently shared between the District, GCCM, and Construction Management Team weekly during the Executive Steering Committee's weekly meetings. This topic will be further discussed at the Executive Steering Committee meeting tomorrow.
- Grandstand Package – Purchased through KCDA purchasing agreement. This is currently in process and the Contractor will be Allplay Systems LLC. The engineered drawings are currently being finalized. Preliminary drawings can be viewed in the Constructability Review document that was previously shared on the BOC SharePoint site.

Critical Projects – Tex Ladish

- Roofing contracts for Central and Custer Elementary schools are in the process of being signed and work should begin in the spring.
 - The Engineer's estimate for Masonry repairs at Custer Elementary and Skyline Elementary have been received and the bid process is being developed. This work will need to be done in conjunction with the roofing.
 - DDC – Direct Digital Control System -Proposals are due on Friday February 26th. One addendum will be issued to answer additional contractor questions. Contractors requested that plumbers be allowed to look at the buildings prior to bid time; an onsite visit has been scheduled.
 - Graphics need to be updated on the Bond Page of the District's website.
- c. The BOC Quarterly report was due to the board this month but will not be ready until the March School Board Meeting. Riley and Anya will update the report with Sandi reviewing the financial information. The report will then be sent to Joe, Mark, and Brian for their input.
- d. Upcoming Meetings
- a. February 17, 2021 Tour of Stanwood –seats available
 - b. Feb 26, 2021 – 2:00pm – DDC Control Opening at Mountain View
 - c. Feb 18, 2021 – Facebook Live – Anya and Riley will attend. Discussion will involve phasing and overview of the building
 - d. Feb 23 & 24, 2021 – Virtual Bid Openings via Zoom

We will begin listing meeting and engagement opportunities on upcoming agendas and include any limitations as far number of members who can attend.

The next meeting will be March 23, 2021 at 6:00 p.m.

5. ADJOURNMENT

The meeting adjourned at 7:41 p.m.