

The Bond Oversight Committee met June 22, 2021 at 6:00 p.m. at the Vista Middle School Library. The meeting was also made available to panelists and attendees via Zoom video conference.

## **1. CONVENE**

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### 1.01 Call to Order by Chair

Riley Cornelsen called the meeting to order at 6:03 p.m.

### 1.02 Roll Call of Committee Members

Committee members present in-person included Riley Cornelsen, Dan Cornelsen, Brian Lynch and alternate members Tristen Byers and Michael Contezac. . Committee members present via zoom were Anya Milton, Sandi McMillan, and Joe Lupo. Committee member not present was Mark Harting.

Also present in-person were Ferndale School District Assistant Superintendent Mark Deebach, Facilities and Maintenance Director Jamie Plenkovich, FHS Athletic Director Eric Tripp, Administrative Assistant Tammy Longstaff, Construction Services Group Representative Ken Kuiken, and Ferndale School Board President Andrew McLauren. Sam Comer with Cornerstone attended via Zoom.

### 1.03 Adopted the Agenda

Riley Cornelsen suggested changes to the agenda to include:

- Move 4.02C – BOC Membership/Personnel Changes (to follow Public Comment Section due to time constraints)
- Change 3.02e to 3.02b – Baseline Project Schedule for BOC, Sam Comer
- Add 4.01d – July Bond Sale Update – Mark Deebach

Anya Milton moved to approve the June 22, 2021 agenda as amended; Sandy McMillan seconded the motion. The motion carried.

1.04 Approval of Minutes

Anya Milton moved to approve the May 18, 2021 minutes as written; Brian Lynch seconded the motion. The motion carried.

**2. PUBLIC COMMENT**

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2.01 Receive Public Comment

No public comment received.

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 or directly with Riley or the district if they would like to comment.

4.02c BOC Membership/Personnel Changes – (Inserted due to time constraints)

Anya Milton accepted a position with the Whatcom County Racial Equity Commission Stake Holders group. This group meets monthly on the same date and time that the Bond Oversight Committee meets. Anya submitted her letter of resignation.

The committee will decide at July's meeting if they will fill her co-chair position. Anya has been of great service to the Bond Oversight Committee and will be missed.

Riley accepted a new position with GK Knutson, a local contractor that is currently a subcontractor on the new FHS construction project. Discussion and planning will need to take place at next month's meeting with regard to bylaw compliance. Section 7 of the committee's bylaws addresses conflict of interest.

BOC's next quarterly report will be due to the school board in September.

**3. UNFINISHED BUSINESS**

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3.01 How do we communicate with the public?

FHS Dashboard and the Critical Projects Dashboard have been updated on the district's website. The Critical Projects Dashboard has been reorganized to make it easier to follow.

The Cash Flow plan will need to be updated for next month's meeting.

The District launched a new website last week and it is still in the process of being updated. Jackson Hogan is the district's new Communication Specialist who will be providing additional construction progress updates for public viewing.

### 3.02 Action Item Follow-up from May 18, 2021 meeting

#### a. Explanation of Bid Sheet Analysis – Sam Comer, Cornerstone

Sam shared and explained the Bid Sheet Analysis layout. 100 bids were received for all packages and within the 100 prime bidders, approximately 1,000 sub bidders participated. Participation was outstanding and helped drive the ability to meet the budget goals. Project estimating was spot on and overall bids received were within ½ of a percent of “as-bid” value, which is outstanding.

Some quotes have yet to be awarded awaiting design completion items. These will be let and awarded as appropriate in the upcoming months.

Alternates are still in discussion and are being considered for further value engineering.

Sam will distribute updated VE Budget Options Log to group.

Tim Jewitt and his family along with Sam Comer and his family attended the Ferndale Booster Club Auction in support of the Ferndale Community. Their participation was acknowledged and appreciated by the BOC.

#### b. Baseline Project Schedule – Sam Comer, Cornerstone

Sam reviewed the Milestone Schedule. It is broad in detail breakdown and summarized into categories. There is a formal CPM schedule that includes over 1,000 activities. The Milestone Schedule allows flexibility and takes into consideration input from the trade contractors working on the project. Geopiers are halfway complete.

Grandstand construction is being moved ahead to avoid further increases by grandstand supplier. Foundation for the grandstands will begin late fall/early winter.

The BOC would like to receive quarterly updates to the project schedule for the major event/shifts.

c. Maintenance Database Update – Tex Ladish, CSG

CSG will be developing a capital improvement maintenance plan with the district similar to what they developed for the Sultan School District. An Improvement/Replacement focused schedule will be developed along with associated costs to be worked into an annual budget cycle with the district.

CSG will provide a presentation of a similar model during next month's BOC meeting.

Daily maintenance related items still need to be input into the current HIPPO CMS system the district uses.

d. Student Member Presentation Language – Anya Milton

Anya was not able to complete this project. Eric Tripp is taking over Jeremy Vincent's role for the new FHS project. He will assist the BOC in drafting a plan. This will be addressed in the fall of 2021.

e. Update Cash Flow Plan to include Actual Cash Output – CSG/Cornerstone

Will keep on as unfinished business for next month.

#### **4. NEW BUSINESS**

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4.01 District Comments/Input

a. Review Bond Related Spending for May 2021

Current expenditures on the new FHS as of May 31, 2021 is \$7,054,992.

b. Review Cash Flow Plan

There is no cash flow plan to share this month.

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

The 3<sup>rd</sup> bond sale likely will not happen in July; however the district is preparing for a July authorization via resolution from the School Board so the sale can take place during a favorable market. The district engaged the services of Northwest Municipal Advisors and D.A. Davidson to oversee the actual sale. K&L Gates is preparing the Bond Sale Resolution.

### **CSG Monthly Report – Ken Kuiken**

- Land Disturbance and Building Permits have been received.
- Football field light poles have been taken down.
- The wind turbine, monument, and memorial items have been carefully taken down and stored for later use.
- Electrical, Data/Communication, and water lines have been rerouted.
- Phase 1 clearing and grubbing has been completed.
- Buried slab has been removed.
- Masonry repair at Custer will go to bid in a couple of a weeks.
- Geopier installation is underway.
- Stormwater Detention System excavation/dewatering is underway.
- Currently, accepted alternates include Greenhouse, Aquaculture, & Ag Science facilities.
- Safety Monitors stationed near greenhouse will be back once school is back in session.

Ken reported that RFI's are being tracked and organized by design priority. These items are reviewed during the weekly meetings with the district however, updates are provided regularly.

A change order log will be shared during July's BOC meeting.

### **Critical Projects – Ken Kuiken**

- Remaining district wide hot water tank installation projects will continue into the summer of 2021.

- Roofing project at Central Elementary is complete. Custer Elementary roofing project continues.
- Small amount of fencing to do at North Bellingham and should be complete in July.
- Secure Vestibule and Access Controls are nearly complete.
- Masonry repairs at Custer Elementary and Skyline Elementary are planned for the summer of 2021. Custer Elementary Cladding Repair project goes out to bid next week and bids will be due July 8<sup>th</sup>. At Skyline the work is being handled in-house by the District and will be complete this summer.
- Exterior LED Lighting upgrade projects have been completed.
- HVAC Direct Digital Control Project – (4 Locations) is underway. Submittals have been issued and are under review. This project started in early May at North Bellingham Early Learning Center. Due to concerns raised by school staff, this work will only be performed while students are not on campus. North Bellingham and Mountain View work will occur this summer and Custer and Skyline will occur during summer of 2022. This will impact the HVAC Controls Standardization Project Schedule.

#### 4.02 Bond Oversight Committee Comments/Input (30 Minutes)

##### a. Corporate Sponsorship – BOC's top 10 Recommendations

Anya presented the framework to the School Board. The Board was very interested in learning more about the recommended top 10 things the board should ask for.

##### b. BOC – District Communication Protocol

Reminder that the Bond Oversight Committee are a board appointed group with a district liaison. All of our communication is to be with our district liaisons, Jamie Plenkovich and Eric Tripp. As BOC Members, if you have questions or concerns, do not reach out to Cornerstone or CSG directly. Reach out to Riley who can then reach out to the district or reach out to one of the district liaisons.

#### 4.03 Upcoming Meetings/Important Happenings

- a. Members of the BOC appreciated being invited to see the Geopier installation and expressed it offered value to the committee members. The district will continue to provide the BOC members with opportunities to see construction progress as appropriate and of interest.

*The next meeting will be July 20, 2021 at 6:00 p.m.*

#### Items for Follow-up/Action:

- 1 VE Budget Options Log to be shared – Sam Comer, Cornerstone
- 2 Change Order Log to be shared – Sam Comer, Cornerstone
- 3 Capital Improvement/Maintenance Plan Presentation – CSG
- 4 Add actual cash output to Cash Flow Diagram – CSG/Cornerstone

#### **5. ADJOURNMENT**

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The meeting adjourned at 7:25 p.m.