

Date: December 08, 2021

Purpose: Citizen-Led Oversight Committee (CLOC) Meeting

Location: District Educational Support Center (Media Center) and Zoom Meeting

Committee Members Attendees:

Ted Barber (Chair), Ray Warco

Beaufort County School District (BCSD) Representatives Present:

Robert Oetting, Alexander Marshall, Tim Summers, Jennifer Hamblin, Louis Ackerman, Reggie Murphy, Freddie Lawton, Patricia Fidrych, Richard Geier

CBRE | Heery Attendees:

Robert Corbin, Mark Koll, Agustin Vargas, David Waggoner

Other Attendees:

Meeting Minutes

1. Prior to the meeting, a meeting agenda and draft minutes from the November 03, 2021 meeting were distributed to the committee members via email. Also distributed were the following documents: Meeting 24 Presentation; Referendum Projects 2019 Financial Summary; BCHS Financial Details; MRHS Addition Financial Details; RRA Additions Financial Details; RSIA Additions Financial Details; HHIMS Financial Details; Referendum Project Contingency Log; Referendum Cash Flow Projection vs Actuals
2. Mr. Barber asked if there were any changes to the Agenda. No changes were brought forward.
3. Mr. Barber opened the meeting with the Pledge of Allegiance.
4. Mr. Barber asked if there was a motion to approve the minutes for the last meeting. A motion to approve the minutes was made by Ray Warco and seconded by Ted Barber. The motion was approved by all.
5. Project Updates:

Beaufort Elementary School (BES) – McMillan Pazdan Smith Architecture (MPS) and H. G. Reynolds Co., Inc. (HGR)

Mr. Marshall reported on BES, which is under budget and on schedule. OSF Final inspections for the connector has been rescheduled to take place mid-December. Fire Pump Room has not been scheduled for an OFS inspection, but has been submitted to LLR. Turf field and clay fields are complete with exception of the back stop. The basketball goals have been set and irrigation has started. The electrician is scheduled to complete punch list items by December 10th. IT completion is scheduled to occur Mid-December. BJWSA (Beaufort Jasper Water and Sewer Authority) update on the water line to start work Summer 2022.

Battery Creek High School (BCHS) - Jumper Carter Sease Architects (JCS) and MB Kahn Construction Company, Inc. (MBK)

Mr. Marshall gave the report for BCHS, which is under budget and on schedule. Building D, the science lab and classroom wing. OSF scheduled for Dec 16th. Final inspection scheduled for end of January. There have been material delays on electrical outlets, sinks and water closets (end of January). Building H Cafeteria, flooring start week ending December 17th scheduled to be finished by the end of December. It will take approximately 3 weeks to do all epoxy pouring. Piling cannot commence until coiling doors arrive. Look for a temporary solution for the roll up doors arrive, not expected until the first week of February. Looking at ways to open the kitchen without opening the cafeteria. Robert Oetting asked if Ms. Lessard was aware of the kitchen. Mr. Marshall responded that Ms. Lessard is aware. Overhead inspection is schedule to occur week ending in Dec 17. Water source heat pumps will be arriving the week after Christmas Building G2 weight and wrestling room addition. The slab has been poured and masonry has begun. Door frames are set. All steel beams have arrived. Locker rooms tile is up but has had significant material issues with sinks scheduled to occur by the end of January. Site athletics is undergoing delays due to the coordination issues with new transformer serving these two buildings is an additional nine months out. BOE approved donations of \$340,000 for the video scoreboard. Mr. Barber asked if the donation would cover the entire cost. Mr. Marshall replied this will cover the demo, electrical, structural changes. Mr. Corbin stated that there were some additional fees that needed to be covered from referendum funds.

Robert Smalls International Academy (RSIA) – LS3P Associates, Ltd. (LS3P) and JE Dunn Construction Company (JE Dunn)

Mr. Marshall gave the report for RSIA, which is on schedule and under budget. Groundbreaking occurred December 7th. Site work has started.

Hilton Head Island Elementary School (HHIES) – JCS and MBK

Mr. Summers gave the report for HHIES, which is under budget and on schedule. The testing of the Bi-Directional Amplifier is completed, with exception of the final commissioning on system by the local Fire Department. The Cat6 cable installation is complete. Termination and testing are complete and cut over has begun. The equipment for the Audio Enhancement system is experiencing shipment delays.

Hilton Head Island School for the Creative Arts (HHISCA) – JCS and MBK

Mr. Summers gave the report for HHISCA. The playground materials are experiencing additional shipping delays and is now expected at the beginning of January. The installation by Churchich Recreation and Design is scheduled to take a few weeks to complete. The design for the remaining scope is complete. The GMP Proposal has been received and needs to be evaluated.

Bluffton Elementary School (BLES) and Bluffton Early Childhood Center (BLECC) – JCS and MBK

Mr. Summers gave the report for BLES and BLECC. The testing of the Bi-Directional Amplifier is completed, with exception of the final commissioning on system by the local Fire Department. The design for the remaining BLES scope is 95% complete. The design for the BLECC scope has progressed to 85% completion of the Construction Document Phase. The Mid-Program Reset schedule shows receiving the GMP Proposal in Quarter 1, of 2022.

MC Riley Elementary School (MCRES) & MC Riley Early Childhood Center (MCRECC) – Rosenblum Coe Architects, Inc. (RCA) and Contract Construction (CC)

Mr. Summers reported on MCRES, which is on schedule and under budget. Construction of the MDF/IDF rooms is 95% complete. Remaining work is associated with the IT room doors. The doors have been received. Door hardware has experienced shipping delays and is now scheduled to be received in December. The playground equipment has been received. The proposal for the MCRECC playground has been received and is being reviewed. The layout information from Audio Enhancement and Allied requires further verification. The design for the MCRECC scope has progressed to 90% completion of the Construction Document Phase. The kickoff meeting with new CM, AJAX Construction, is scheduled to take place in December 10th. Based on the Mid-Program Reset the GMP proposal is scheduled to be received in Quarter 1, 2022.

Hilton Head Island Middle School (HHIMS) – LS3P and Thompson Turner Construction (TTC)

Mr. Summers reported on HHIMS. The OSF Construction Document review meeting for the modular classrooms has been relocated from Beaufort Elementary to Hilton Head Island and is scheduled to occur on December 14th. The GMP proposal to install the Mobile Modular classrooms is scheduled to be received within 2-weeks of receipt of OSF approval. The installation is scheduled to commence in January 2022 and be completed before starting the main renovation project. The design for the main renovation project has progressed to 90% Construction Document. Additional value engineering meetings took place in November. TTC continues to provide pricing for the items being considered. Construction for the main renovation project is scheduled to commence Quarter 1, 2022.

H.E. McCracken Middle School (HEMMS) – JCS and MBK

Mr. Summers reported on HEMMS. The testing for the Bi-Directional Amplifier is complete with exception of the final commissioning on system by the local Fire Department. This was scheduled for December 3rd and is in the process of being rescheduled. The delivery of the weight room has begun. Installation will occur when the remaining equipment arrives. The design for the remaining HEMMS scope was completed in November. The GMP proposal is scheduled to be received in December 2021. The Purchase Order for the weight room has been issued.

Hilton Head Island High School (HHIHS) – MPS and HGR

Mr. Summers reported on HHIHS, which is under budget and on schedule. The Athletics Phase 2A turf field is 90% complete. The remaining endzone lettering and mid-field logo is scheduled for completion in January 2022. Track resurfacing has commenced and is scheduled for completion in December. Athletics Phase 2B scope includes new field house addition, baseball and softball upgrades, new gym bleachers, renovation of baseball dugouts, fencing, and renovations for existing field house. The design has progressed to 95% Construction Documents. The design for the remaining Safety/Security and Technology/Infrastructure have progressed to 85% Construction Documents. The kickoff meeting with the new Construction Manager, MB Kahn is scheduled to take place on December 8th. The mid-Program Reset schedule reflects receiving the remaining GMP proposal in Quarter 1, 2022.

Bluffton High School (BLHS) – JCS and MBK

Mr. Summers reported on BLHS, which is under budget and on schedule. The turf field construction started two weeks early and is approximately 25% complete. The track resurfacing is complete, and the striping is scheduled to occur in December. Construction of the IT rooms have progressed to 75% complete. Relocation of the existing plumbing items were completed in November. Cable tray and BDA is now scheduled to commence in January 2022. Design for the remaining Safety/Security, Technology/Infrastructure, and Athletics scope have progressed to 90% Construction Documents. Construction is now scheduled to commence in Quarter 2, 2022.

Right Choices (RC) – LS3P and TTC

Mr. Koll reported on RC, which is on schedule and under budget. The user training for the new security cameras and sound systems are scheduled for December 7th and 8th. Installation for user software is being loaded, once this is complete the old camera system and wiring will be removed. The project close-out documents are being submitted and are in the process of being reviewed.

Coosa Elementary School (CES) – LS3P and TTC

Mr. Koll reported on CES, which is on schedule and under budget. Technology/Infrastructure bid package coordination with the vendor layout drawings has been completed. Currently waiting for the final Construction Documents that are scheduled to be received in January 2022. The playground equipment has begun and is scheduled to be complete in December 2022.

Beaufort Middle School (BMS) – MPS and HGR

Mr. Koll reported on BMS, which is on schedule and under budget. The Bi-Directional Amplifier is scheduled to be complete in January. The demolition associated with Athletics Phase 1 will commence in mid-January. Technology/Infrastructure bid package was complete in November. The final Construction Documents are scheduled to be issued in

January 2022. The GMP Proposal is scheduled to be received in Quarter 1 2022. Installation is scheduled to be completed Summer 2022.

Lady's Island Middle School (LIMS) – LS3P and TTC

Mr. Koll reported on LIMS, which is on schedule and under budget. TTC continues to correct issues with cable runs. Final system turn over and user training will occur once cable issues are corrected. Once the final system turn over has commenced, the removal of existing camera system can occur.

Beaufort High School (BHS) – LS3P and TTC

Mr. Koll gave the report for BHS, which is on schedule and under budget. The OSF above ceiling inspection has been completed with no major issues. OSF final inspection is scheduled for December 20th. The vendor is working on correcting the issue with the bleacher vinyl graphics. The vendor has also received a request to provide an extended warranty.

Mr. Barber requested to schedule a meeting upon project completion.

Mr. Corbin turned the meeting over to Mr. Vargas to provide updates for his projects.

Lady's Island Elementary (LIES) – MPS and HGR

Mr. Vargas reported on LIES, which is on schedule and under budget. Playground equipment is scheduled to arrive December 2021 and installation is scheduled to begin January 2022. Technology/Infrastructure bid package has been received and is being reviewed. A kickoff meeting the new Construction Manager, AJAX Construction, is scheduled to take place in December 2021. The GMP proposal for the Technology/Infrastructure bid package is scheduled to be received Quarter 1, 2022.

St. Helena Elementary School (SHES) – MPS and AJAX

Mr. Vargas reported on SHES, which is on schedule and under budget. The turf field for the playground is scheduled to begin December 2021. Equipment is scheduled to ship January 2022. The installation is scheduled to occur February 2022. Technology/Infrastructure bid package has been received and is being reviewed. The GMP proposal for the Technology/Infrastructure bid package is scheduled to be received Quarter 1, 2022.

Broad River Elementary School (BRES) - LS3P and TTC

Mr. Vargas reported on BRES, which is on schedule and under budget. LS3P Amendment No.12 for survey and civil design at playground areas was fully executed in November. The door hardware installation was completed in November 2021. Technology/Infrastructure bid packages will be issued to the Construction Manager, TTC, in January 2022 for pricing. The Mid-Program Reset schedule reflects receiving the GMP Proposal in Quarter 1, 2022.

Joseph S. Shanklin Elementary School (JSES) – RCA and AJAX

Mr. Vargas reported on JSES, which is on schedule and under budget. Playground turf has been completed. Installation of the playground is 90% complete. The equipment has been received will be installed December 9th. Installation is expected to be completed by December 12th. The Technology/Infrastructure bid packages will be issued to the Contract Manager, AJAX in January 2022. A kickoff meeting the new Construction Manager, AJAX Construction is scheduled to take place in December 2021.

Davis Early Childhood Center (DECC) – RCA and CC

Mr. Vargas reported on DECC, which is on schedule and under budget. Technology/Infrastructure bid packages will be issued to the Construction Manager, AJAX in January 2022. A kickoff meeting the new Construction Manager, AJAX Construction is scheduled to take place in December 2021. The GMP proposal is now scheduled to be received Quarter 4, 2022.

Whale Branch Elementary School (WBES) – RCA and CC

Mr. Vargas reported on WBES, which is on schedule and under budget. The emergency generator and lighting are 60% complete. Technology/Infrastructure Phase 2 submittals currently under review.

Whale Branch Middle School (WBMS) – RCA and CC

Mr. Vargas reported on WBMS, which is on schedule and under budget. The emergency generator and lighting are 60% complete. The generator is scheduled to arrive in March 2022. The remaining weight room equipment has encountered shipping delays and the new arrival time frame is February 2022. Technology/Infrastructure Phase 2 submittals currently under review.

6. Mr. Corbin presented the update for the Referendum mid-Program Reset.
7. Mr. Corbin presented the slide for the Project Closeout updates. Updates are noted in the “Comments” section. We are in receipt of final deductive Amendment that reconciles the unused construction contingencies for BHS, CES, RRA, WBECHS, and RC. The final deductive change order for RRA was close to 5% higher than what was previously reported.
8. Mr. Corbin presented the Financial Updates. Reports were distributed prior to the meeting, which included the Project Contingency Log. Project contingency funds were used in the month of November for three projects for Technology/Infrastructure for the Construction Manager Amendments as noted on Page 9. The Referendum Project Contingency Log now shows an available budget of \$11,677,957.

9. Mr. Corbin presented the Cash Flow vs Actual Expenditures slide. The total funds paid to date through November 2021 is \$90.97M. The actual amount paid in November 2021 was \$6,271,929.

10. Mr. Corbin presented a recap for the Community Outreach activities.

The Groundbreaking Ceremony for RSIA was held on December 07, 2021.

The review meeting with Hilton Head Island Middle Administrators took place in November.

The review meeting with School Improvement Council (SIC) is scheduled to occur on December 14th.

The project manager is coordinating a Hilton Head Island community meeting to take place January 2022. Details will be provided as soon as the meeting is scheduled.

11. Mr. Warco presented the Finance Sub-Committee report. The CLOC Finance Sub-committee reviewed and tested the 519 report for the previous month and resulted in no areas of concern.

12. Mr. Barber stated that there was nothing to report from the Communications Sub-Committee or the Project Management Sub-Committee this month.

13. Forward, Looking Items include a comment from Mr. Barber to remind CLOC members to be on the lookout for a meeting invitation to visit Right Choices.

Mr. Barber suggested Project Managers go to training on what to be on the lookout for. Possibly, training could be coordinated with the Office of School Facilities (OSF) to help school district Project Managers and OSF Inspectors jointly understand common issues that arise on OSF inspections.

Mr. Barber suggested a meeting with the Superintendent to ask for recommitment from CLOC members. Mr. Barber then asked when a good date would be to meet to do this. It was then suggested to change the regular CLOC meeting dates to be the second Wednesday of the month for 2023.

14. Mr. Barber announced to revisit CLOC member recommitment on the next CLOC meeting.

15. Mr. Barber adjourned the meeting.