

Date: November 03, 2021

Purpose: Citizen-Led Oversight Committee (CLOC) Meeting

Location: Beaufort High School Media Center and Zoom Meeting

Committee Members Attendees:

Ted Barber (Chair), Ron Groteluschen, Ray Warco, Richard Tritschler, Derrick Coaxum,

Beaufort County School District (BCSD) Representatives Present:

Robert Oetting, Alexander Marshall, Tim Summers, Jennifer Hamblin, Louis Ackerman, Ingrid Boatright, Richard Geier

CBRE | Heery Attendees:

Robert Corbin, Kevin Kelly, Mark Koll, Agustin Vargas

Other Attendees:

Meeting Minutes

1. Prior to the meeting, a meeting agenda and draft minutes from the October 06, 2021 meeting were distributed to the committee members via email. Also distributed were the following documents: Meeting 23 Presentation; Program Contingency Recommend and Forecast Transfers; Forecasted Budget Increases; Referendum Projects 2019 Financial Summary; BCHS Financial Details; MRHS Addition Financial Details; RRA Additions Financial Details; RISA Replacement Financial Details; HHIMS Financial Details; Referendum Project Contingency Log; Referendum Cash Flow Projections 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 Carlton Dallas and seconded by Ron Groteluschen. 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-November due to shipping delays for the impact resistant glazing (glass). Fire Pump Room foundations have been placed, and the anticipated completion is mid-February. HGR is finishing underground rough-ins. Masonry is scheduled to begin on November 3rd. Slab placement is scheduled for the week of November 8th. Fire pump shipping update has been requested. The turf field and clay field is scheduled to be completed in the next 3 weeks.

The Electrical Subcontractor is scheduled to finish up mid-December. The cooling tower No.2 start-up is incomplete. Evapco will be providing and installing missing parts. All remaining furniture was delivered October 29th with the exception of 1 chair and 1 desk. IT is scheduled to be complete mid-November with Owner training occurring in early December. Security camera and intrusion system Owner trainings are scheduled to occur in December.

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. The building pad is complete. The placing of foundation will occur November 4th and 5th. Locker rooms and masonry for the cafeteria will be complete November 5th. The Beaufort Jasper water issue has been resolved. The building “D” corridor walls have been primed. Ceilings will be starting and HVAC equipment will arrive in November. OSF overhead inspection is being coordinated to occur in December. OSF final inspection is being scheduled for the 3rd week of January 2022. Building “H” CMU for Creek Café is topped out. The columns for roll up doors are set.

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. The surveyor has been to the site. Pre-construction kickoff meeting has been scheduled for November 09, 2021. The Groundbreaking ceremony has been tentatively scheduled to occur on December 09, 2021. Site sub-contractor to mobilize mid-November after inspection with Beaufort County. JE Dunn is working on finalizing subcontractor agreements. Submittals continue to make progress with prioritization for long lead items. JE Dunn is scheduled to be fully mobilized in January 2022.

Mr. Barber requested staff to share the date and time of the groundbreaking once finalized with the CLOC members so that CLOC members could attend.

Mr. Corbin responded that this information would be provided to all CLOC members as soon as the date and time have been finalized for the RSIA groundbreaking.

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

Mr. Corbin gave the report for HHIES, which is under budget and on schedule. The testing of the Bi-Directional Amplifier has commenced. The delivery date of the Fire Department interface module is being coordinated. The Cat6 cable installation is 95% complete. Termination and testing has commenced, and cut over will begin in November. The equipment for Audio Enhancement system has been ordered.

Mr. Barber asked Mr. Corbin to remind everyone what a Bi-Directional Amplifier does.

Mr. Corbin responded that a Bi-Directional amplifier (BDA) is a system that allows first responders to communicate efficiently and effectively inside the buildings.

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

Mr. Corbin gave the report for HHISCA. The playground materials are experiencing additional shipping delays. The installation by Churchich Recreation and design is scheduled to take a few weeks to complete. The design for the remaining scope is scheduled to be complete by the end of the month. The GMP Proposal is scheduled to be received in December.

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

Mr. Corbin gave the report for BLES and BLECC. The testing for the Bi-Directional Amplifier has commenced. The delivery date of the Fire Department interface module is being coordinated. The design for the remaining BLES scope is 85% complete. The design for the BLECC scope has progressed to 65% Construction Documents. 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. Corbin 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 November. Turf field for the playground has been completed. Additional shipping delays for the remaining playground material have occurred. The proposal for the MCRECC playground has been received and is being evaluated. The design for the remaining scope has been completed with exception of the coordination of information from Audio Enhancement and Allied that is scheduled to occur in November. The design for the MCRECC scope has progressed to 80% Construction Document. 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. Corbin reported on HHIMS. Additional value engineering meetings took place in October. TTC continues to provide pricing for the items being considered. TTC Amendment No.1 associated with the modular classrooms from BES is being routed for signatures. OSF is requiring an additional review meeting to take place in early November. With OSF approval, installation is scheduled to commence in November 2021. Construction for the main renovation project is scheduled to commence Quarter 1, 2021.

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

Mr. Corbin reported on HEMMS. The testing for the Bi-Directional Amplifier has commence. The delivery date of the Fire Department interface module is being coordinated. The design for the remaining HEMMS scope has been completed with the exception for the coordination with the vendor layout information from Allied that is scheduled to occur 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. Corbin reported on HHIHS, which is under budget and on schedule. The final deductive change order is scheduled to be received the first week of November, and when fully executed, project close out will be complete for the Phase 1 Stadium Lights. Phase 2A Athletic scope includes a new turf field which is 90% complete. Phase 2B Athletics scope includes a new field house, baseball/softball upgrades, new storage for lacrosse, new ticket office, improvements for lacrosse and football practice fields, new gym bleachers, renovation of baseball dugouts, fencing, and renovation for existing field house. Design has progressed to 90% Construction Documents. The design for the remaining Safety/Security and Technology/Infrastructure scopes has progressed to 80% Construction Documents. The mid-Program Reset schedule reflects receiving the remaining GMP proposal in Quarter 1 2022.

Bluffton High School (BLHS) – JCS and MBK

Mr. Corbin reported on BLHS, which is under budget and on schedule. The turf field will commence construction after football season. The track resurfacing remains at 65% complete due to material shipping delays. Construction of the IT rooms have progressed to 70% complete. Relocation of the existing plumbing items are now taking place. Cable tray and BDA is now scheduled to commence in November 2021. Design for the remaining Safety/Security, Technology/Infrastructure, and Athletics scope have progressed to 60% Construction Documents. Construction is now scheduled to commence in Quarter 2, 2022.

Mr. Corbin ask if there were any question on Mr. Summers projects.

Mr. Tritschler asked for clarification on the relocation of the mobile classrooms at HHIMS.

Mr. Corbin responded that there is one modular unit that contains six classrooms that was brought from BES. The modular unit components are currently located between the middle and high school. Installation requires OSF approval to proceed with installation.

Mr. Barber asked is there a final sign off process with the Fire Department regarding the Bi-Directional Amplifiers?

Mr. Marshall replied yes. Once Beaufort County does the measurements and the Fire Department does testing, the District receives final paperwork that documents the Bi-Directional Amplifier (BDA) is fully functional.

Mr. Barber asked what type of fire suppression is being used in the IT rooms?
Mr. Marshall replied that the District does not use any special fire suppression system in the IT rooms. Mr. Oetting suggested stopping by one of the BHS IT rooms prior to exiting the building.

Mr. Corbin then turned the meeting over to Mr. Koll for his project updates.

Right Choices (RC) – LS3P and TTC

Mr. Koll reported on RC, which is on schedule and under budget. The Technology/Infrastructure work is complete. Final programming and network tie in is complete. Owner training was completed in October 2021. The project team is now scheduling removal of the old security cameras and wiring.

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 except for information from Audio Enhancement that is scheduled to occur in November. Turf field is now complete. Playground equipment has now been delivered and is scheduled to be complete in 3 weeks. Mid-Program Reset schedule reflects receiving the GMP Proposal in Quarter 1 2022.

Beaufort Middle School (BMS) – MPS and HGR

Mr. Koll reported on BMS, which is on schedule and under budget. Construction of the IT rooms are complete. The Bi-Directional Amplifier is scheduled to be complete in December. The demolition associated with Athletics Phase 1 will commence after the end of football season. Technology/Infrastructure bid package is complete with exception of information from Audio Enhancement that is scheduled to occur in November. The GMP Proposal is scheduled to be received in December. 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. Final programming and network tie in is nearing completion. Several cable runs have issues that are being addressed. The final system turn over and user training will occur once cable issues are corrected. Once the final system turn over has occurred the removal of the 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. Construction of the wrestling/weight room addition continues to progress on schedule. The site utility connections have been resolved. The team is addressing the issue with the bleacher vinyl graphics.

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 being coordinated with the school administration. Technology/Infrastructure bid package is complete with exception of information from Audio Enhancement that is scheduled to occur in November. The GMP proposal is scheduled to be received Quarter 1 2022. Installation is scheduled to be complete at the end of the Summer 2022.

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

Mr. Vargas reported on SHES, which is on schedule and under budget. The purchase order for Playworld has been issued. The turf field for the playground is scheduled to begin December 2021. Equipment is scheduled to ship January 2022. Technology/Infrastructure bid package is complete with exception of information from Audio Enhancement that is scheduled to occur in November. The Mid-Program Reset schedule reflects receiving the GMP Proposal in Quarter 1 2022. Installation is scheduled to be complete Summer 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 is being routed for signatures. The door hardware installation is to be finalized in November 2021. Construction of the IT rooms is 90% complete. Design for the remaining Technology/Infrastructure bid packages is complete with the exception of information from Audio Enhancement and Allied which is scheduled to occur in November.

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

Mr. Vargas reported on JSES, which is on schedule and under budget. Playground turf is 90% complete and the installation of the playground equipment is 85% complete. The Technology/Infrastructure bid packages is complete with the exception of information from Audio Enhancement and Allied which is scheduled to occur in November. The Mid-Program Reset schedule reflects receiving the GMP Proposal in Quarter 1 2022. Installation is scheduled to be complete Summer 2022.

Davis Early Childhood Center (DECC) – RCA and CC

Mr. Vargas reported on DECC, which is on schedule and under budget. Technology/Infrastructure bid package has been completed with exception of information from Audio Enhancement and Allied. The Mid-Program Reset schedule indicated that this project will require additional funding of approximately \$1.6M that is forecasted to be available from Program Contingency in Quarter 4 2022. The GMP proposal is now scheduled to be received Quarter 4 2022. Installation is scheduled to be completed Summer 2023.

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 is 50% complete. Technology/Infrastructure Phase 2 construction kickoff meeting is scheduled to take place mid-November.

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 is 50% 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 at the end of November 2021. Technology/Infrastructure Phase 2 construction kick-off meeting is scheduled to take place mid-November.

6. Mr. Corbin presented the update for the Referendum mid-Program Reset.

Mr. Corbin recapped the mid-Program Reset and that the analysis indicates that the Referendum scope can be completed within the original Referendum appropriations totaling \$344,610,000. The Quarter 4 2021 budget transfers to Program Contingency totaling \$9,886,698 have been complete.

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. No contingency funds were used in the month of October. The last use was at RSIA in August. The Project Contingency log includes details for the Quarter 4 2021 budget transfers. The Referendum Project Contingency Log now shows an available budget of \$12,057,651.
9. Mr. Corbin presented the Cash Flow vs Actual Expenditures slide. The total funds paid to date through October 2021 is \$85.27M. The actual amount paid in October 2021 was \$6,271,929.

Mr. Corbin informed attendees that a revised cash flow model is being finalized based on mid-Program reset.

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

The Virtual Community Meeting for RSIA was held on October 21, 2021.

The RSIA groundbreaking is tentatively scheduled to occur on December 9th.

Mr. Summers is working towards a review meeting with the HHIMS Administrators and School Improvement Council (SIC) to occur in November. A community meet for HHIMS will then be 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 items of concern. The October 30th report will be discussed in depth at the next CLOC finance meeting.

Mr. Warco introduced a new one-page finance report with a breakdown of all project funds.

Mr. Tritschler requested clarification on the terms “Project” and “Program” levels. Mr. Corbin responded that the Program level is for all Referendum Projects and the Project level is specified to a single project or location.

12. Mr. Barber stated that there was nothing to report from the Communications Sub-Committee this month.
13. Forward Looking Items include a comment from Mr. Barber reminded CLOC members to be on the lookout for additional details for the RSIA Groundbreaking.
14. Mr. Barber announced that the next CLOC meeting is scheduled for December 1st, and suggested the meeting be move to December 8th to provide staff additional time to prepare for the meeting due to the holidays. No objections were received and the next CLOC meeting will take place on December 8th at DESC and via Zoom.

Mr. Oetting suggested a walk though of Right Choices prior to the meeting if the work has been complete. Mr. Barber agreed.

15. Mr. Barber adjourned the meeting.