



Citizen-Led Oversight Committee (CLOC)

Fifth Meeting

(Via Zoom)

May 6, 2020

Where Learning Leads the Way!

Agenda



1. Pledge of Allegiance
2. Approval of Meeting Minutes from April 1, 2020
3. Glossary of Acronyms
4. Video Tours
 - A. May River High School (MRHS) Classroom Addition
 - B. River Ridge Academy (RRA) Classroom Additions
5. Construction Projects Updates
 - A. MRHS
 - B. RRA
 - C. Summer Work Update
6. Updated Sample Schedule Format

Agenda (Continued)



7. District Website
 - A. CLOC Information and Number of Visits
 - B. Addition of Construction Videos for MRHS and RRA
 - C. Addition of Project “Traffic Lights”
8. Referendum Bond Update
9. Cash Flow Projection vs Actual Expenditures
10. Analysis of Program Management Services
11. CBRE-Heery Amendment No. 001
12. CLOC Sub-Committee Reports/Updates
13. CLOC Report to the Board
14. Next Meeting Agenda Items



3. Glossary of Acronyms

Glossary of Acronyms



A/E – Architect/Engineer

ADA – American with Disabilities Act

AHJ – Authority Having Jurisdiction

ATP – Authorization To Proceed

CATE – Career And Technology Education

CD – Construction Documents

CLOC – Citizen-Led Oversight Committee

CM – Construction Manager

CMU – Concrete Masonry Unit

CMAR – Construction Manager At Risk

DD – Design Development

DOR – Designer Of Record

GMP – Guaranteed Maximum Price

IT – Information Technology

HVAC – Heating, Ventilation and Air Conditioning

MOA – Memorandum Of Agreement

MOU – Memorandum Of Understanding

MWBE – Minority Women-owned Business Enterprises

NTP – Notice To Proceed

OSF – Office of School Facilities, SC Dept. of Education

RFI – Request For Information

RFP – Request For Proposals

RFQ – Request For Qualifications

SD – Schematic Design

Glossary of Acronyms (Continued)



Technology/Infrastructure Packages:

T1 - Structured Cabling Systems

T2 - Video Displays for Instructional Spaces

T3 - Sound Field Enhancement System

T4 - School Intercom System

T5 - Access Control and CCTV

T6 - Intrusion Detection System

T7 - Emergency Responder Radio System

T8 - Indoor Sound Systems

T9 - Outdoor Sound Systems

T10 - Audio Visual for Performing Arts



4. Video Tours of May River High School and River Ridge Academy



5. Construction Project Updates

May River High School Addition



● Under Budget

● Schedule

Funding: 2019 Referendum

Budgeted Funding for
Addition: \$15,691,698

Encumbered & Paid
(04/30/2020): \$12,119,494

Paid to Date
(04/30/2020): \$1,407,046



May River High School Addition



MRHS 45 Day Milestones

Weekend Activities for May 9th and 10th

Overhead electrical work, structural steel installation

Foundation/Structure	Start	Finish
Prep & Pour 2 nd Floor Slab	24 April 2020	08 May 2020
Structural Steel	27 March 2020	18 May 2020
Roof Deck	24 April 2020	18 May 2020
CMU Walls 1 st Floor	11 May 2020	26 May 2020
MEP Rough-In 1 st Floor	11 May 2020	26 May 2020
CMU Walls 2 nd Floor	15 May 2020	10 June 2020
MEP Rough-In 2 nd Floor	18 May 2020	17 June 2020
Prep & Pour Mezzanine Slab	25 June 2020	01 July 2020



River Ridge Academy Additions



● Under Budget

● On Schedule

Funding: 2019 Referendum

Budgeted Funding for Additions: \$9,882,109

Encumbered & Paid (04/30/2020): \$9,088,666

Paid to Date (04/30/2020): \$1,565,586



River Ridge Academy Additions



RRA 45 Day Milestones

Weekend Activities for May 9th

Mechanical, Electrical and Plumbing Rough-in Activities

Foundation/Structure	Start	Finish
Roof Installation	16 March 2020	11 May 2020
CMU Walls (800 Wing)	30 March 2020	08 May 2020
Brick Veneer (400/600 Wings)	30 April 2020	20 May 2020
Brick Veneer (800 Wing)	04 June 2020	01 July 2020
Prep and Pour Mezzanine (800 Wing)	29 April 2020	08 May 2020
Hang Ducts (600 Wing)	06 April 2020	15 May 2020
Set mezzanine HVAC	30 May 2020	06 June 2020
Pump House	16 March 2020	29 May 2020
Windows & Storefront	18 May 2020	05 June 2020
Overhead inspection (400/600 wing)	06 July 2020	06 July 2020

Summer 2020 Work Update – LS3P/TT Projects



Project	Scope	Budget	Schedule
Beaufort High School	Safety/Security	●	●
	Technology /Infrastructure - Phase 1	●	●
	Athletics - Phase 1	●	●
Coosa Elementary School	Technology /Infrastructure - Gen. Replacement	●	●
Lady's Island Middle School	Safety/Security	●	●
Right Choices	Safety/Security – Including limited Tech/Infra	●	●
St. Helena Early Childhood	Playgrounds	●	●

- Pre-GMP Amendment 01 issued for HVAC equipment at Beaufort HS and generator replacement at Coosa ES
- 100% Construction Documents (CDs), excluding IT Packages T2-T6, have been received
- Guaranteed Maximum Price (GMP) Amendment requests are to be received for review by COB May 22nd. Project Manager is conducting discussions with LS3P/TT in an attempt to improve on this date.

Status Flag Comments:



Technology/Infrastructure scope required additional time to define. PMs are holding weekly meetings to convey information and to address design questions asap. A schedule recovery is anticipated.

Summer 2020 Work Update – MPS/HGR Project



Project	Scope	Budget	Schedule
Beaufort Elementary School	Safety/Security	●	●
	Renovations	●	●
	Technology /Infrastructure - Phase 1	●	●

- 100% Construction Documents (CDs), excluding IT Packages T2-T6, have been received
- Guaranteed Maximum Price (GMP) Amendment requests are to be received for review by COB May 22nd. Project Manager is conducting discussions with MPS/HGR in an attempt to improve on this date.

Status Flag Comment:

- Technology/Infrastructure scope required additional time to define. PMs are holding weekly meetings to convey information and to address design questions asap. A schedule recovery is anticipated.

Summer 2020 Work Update – JCS/MBK Projects



Project	Scope	Budget	Schedule
Bluffton Elementary School	Safety/Security	●	●
	Technology /Infrastructure - Phase 1	●	●
	Playgrounds	●	●
H.E. McCracken Middle School	Safety/Security	●	●
	Technology /Infrastructure - Phase 1	●	●
	Athletics	●	●
Hilton Head Island Elementary School - IB	Safety/Security	●	●
	Technology /Infrastructure - Phase 1	●	●
	Playgrounds	●	●
Hilton Head Island School for Creative Arts	Safety/Security	●	●
	Technology /Infrastructure - Phase 1	●	●

- 100% Construction Documents (CDs), excluding IT Packages T2-T6, have been received
- Guaranteed Maximum Price (GMP) Amendment requests are to be received for review by COB May 22nd. Project Manager is conducting discussions with JCS/MBK in an attempt to improve on this date.

Status Flag Comment:



Technology/Infrastructure scope required additional time to define. PMs are holding weekly meetings to convey information and to address design questions asap. A schedule recovery is anticipated.

Summer 2020 Work Update – RCA/CC Projects



Project	Scope	Budget	Schedule
Whale Branch Elementary School	Safety/Security	●	●
	Technology /Infrastructure - Phase 1	●	●
	Playgrounds	●	●
Whale Branch Middle School	Safety/Security	●	●
	Technology /Infrastructure - Phase 1	●	●
	Athletics	●	●

- 100% Construction Documents (CDs), excluding IT Packages T2-T6, have been received
- Guaranteed Maximum Price (GMP) Amendment requests are to be received for review by COB May 22nd. Project Manager is conducting discussions with RCA/CC in an attempt to improve on this date.

Status Flag Comment:



Technology/Infrastructure scope required additional time to define. PMs are holding weekly meetings to convey information and to address design questions asap. A schedule recovery is anticipated.



6. Updated Sample Schedule Format

Updated Sample Schedule Format



2019 Referendum Project Schedules (May 6, 2020)

SAMPLE

PROJECT	STATUS FLAG	DESIGN PHASE				CONSTRUCTION PHASE								
		SCHEDULED START	ACTUAL START	SCHEDULED COMPLETION	ACTUAL COMPLETION	SCHEDULED START	ACTUAL START	SCHEDULED SUBSTANTIAL COMPLETION	ACTUAL SUBSTANTIAL COMPLETION	SCHEDULED FINAL COMPLETION	ACTUAL FINAL COMPLETION			
97 MAY RIVER HIGH SCHOOL (MRHS) ADDITION														
51925397	552005	50000	Building Addition	●	01/25/19	01/25/19	11/01/19	11/01/19	12/01/19	12/01/19	12/15/20		01/01/21	
51925397	552006	52001	Safety/Security	●	07/01/22		02/24/23		03/31/23		07/31/23		08/01/23	
51925397	553001	52008	Athletics											
51925397	552005	50001	CATE expansion	●	12/17/21		11/02/22		12/15/22		07/14/23		08/01/23	
79 RIVER RIDGE ACADEMY (RRA) ADDITIONS														
51925379	552005	50000	Additions	●	01/25/19	01/25/19	11/01/19	11/01/19	12/01/19	12/01/19	08/01/20		09/01/20	
51925379	552006	52001	Safety/Security	●	07/01/22		02/24/23		03/31/23		07/31/23		08/01/23	
51925379	553001	52008	Athletics											
51925379	553002	52004	Playgrounds											
54 WHALE BRANCH ELEMENTARY SCHOOL (WBEC)														
51925354	552006	52001	Safety/Security	●	01/31/20	01/31/20	05/11/20		06/08/20		07/31/20		08/30/20	
51925354	553002	52004	Playgrounds	●										
51925354	554500	52005	Tech/Infra-Phase 1	●										
			Tech/Infra-Phase 2	●	06/12/20		06/07/21		07/30/21		08/29/21			

STATUS FLAG LEGEND

- On Schedule
- Slightly Behind Schedule - Designer/CM Has Indicated Recovery Shall Occur. Project Manager Shall Monitor Efforts. See Status Flag Comments for Additional Details.
- Behind Schedule - Designer/CM Has Received Written Communication To Furnish Recovery Schedule. See Status Flag Comments for Additional Details.

STATUS FLAG COMMENTS

- **WBES** Technology/Infrastructure scope required additional time to define. PMs are holding weekly meetings to convey information and to address design questions asap. The public address system, including integrations with the classroom audio enhancements and interactive teacher interface systems were selected May 1, 2020 and communicated with the design teams. The next steps are to negotiate with the manufacturer for discount pricing across the District and to finalize Technology/Infrastructure scope packages for Phase 1 and Phase 2. A schedule recovery is anticipated to allow the Construction Manager to reach construction completion by dates indicated above.



7. District Website

District Website



CLOC Webpage Views

- The most views occurred on April 13th with 19 page views
- Average is 2 to 3 page views per day
- District Social Media Manager has suggested creating a separate Facebook page for the CLOC

May River High School & River Ridge Academy

- Construction photos added for March 2020 and April 2020
- Construction videos are in process of being added

MWBE and Local Vendor Outreach Webpage - Counter indicates 26 visits

Addition of Project “Traffic Lights” has been requested



8. Referendum Bond Update

Referendum Bond Update



As of Wednesday April 15, 2020, final closing of Bond proceeds have been confirmed by the County Treasurer and are being invested in the State Local Government Investment Pool (LGIP)

Reimbursement of Operating Funds from Bond Funds

- Goal is to complete this with the next normal Accounts Payable (AP) cycle

Referendum Capital Projects 2019 Financial Summary (4-30-20)

- May River High School Addition Financial Details
- River Ridge Academy Additions Financial Details



9. Cash Flow Projection vs Actual Expenditures

Cash Flow Projection vs Actual Expenditures



Referendum Cash Flow Projections vs Actuals

04/30/2020

REFERENDUM ONLY																
Projects	Project Total (Millions)	Previously Spent	2020 Expenditures												% Project Complete	
			January	February	March	April	May	June	July	August	September	October	November	December	Total	
RRA Additions	11.25	0	0.5	1	1	1	1	1	1.5	1.5	1.5	0.75	0.25	0.25	11.25	100%
MRHS Additions	24	0	1	1	1	1	1.5	1.5	2.5	2	1	0.5	0.5	0.5	14	58%
BES Renovation	27	0	0.5	0.5	0.5	0.5	3	3.5	3	1	0.5	0	0	0	13	48%
RSIA	70	0	0.25	0.25	0.25	0.25	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0	4.5	6%
BCHS Renovation	67	0	0	0	0	0	0	0	0	0	0.5	0.5	0.5	0.5	2	3%
HHIMS Renovation	33	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
HHIHS Design	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
Summer Referendum	108.25	0	0	0.5	1	1.5	6.5	6.5	7	6	0.5	0.5	0.5	0.5	31	29%
<i>Sub-Total</i>	<i>344.5</i>	<i>0</i>	<i>2.25</i>	<i>3.25</i>	<i>3.75</i>	<i>4.25</i>	<i>12.5</i>	<i>13</i>	<i>14.5</i>	<i>11</i>	<i>4.5</i>	<i>2.75</i>	<i>2.25</i>	<i>1.75</i>	<i>75.75</i>	<i>22%</i>
Projected Cumulative Total			2.25	5.5	9.25	13.5	26	39	53.5	64.5	69	71.75	74	75.75		
Actual Cumulative Total			-----	1.83	2.97	2.99										

Cash Flow Projection vs Actual Expenditures



Referendum Cash Flow Projections vs Actuals

04/30/2020

REFERENDUM ONLY																
Projects	Project Total (Millions)	Previously Spent	2021 Expenditures												Total	% Project Complete
			January	February	March	April	May	June	July	August	September	October	November	December		
RRA Additions	11.25	11.25	0	0	0	0	0	0	0	0	0	0	0	0	11.25	100%
MRHS Additions	24	14	0.5	0.5	0	0	0	0	0	0	0	0	0	0	15	63%
BES Renovation	27	13	0	0.5	0.5	0.5	0.5	3.5	3.5	3.5	1	0.5	0	0	27	100%
RSIA	70	4.5	1	1	2	2	3	5	5	5	4	4	4	4	44.5	64%
BCHS Renovation	67	2	0.5	0.5	0.5	0.5	0.5	2	2	2	1	1	1	1	14.5	22%
HHIMS Renovation	33	0	0	0	0	0.5	0.5	3	3	1	0.5	0.5	0.5	0.5	10	30%
HHHS Design	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
Summer Referendum	108.25	31	0.5	0.5	0.5	1	1.5	6.5	6.5	7	6	1	0.5	0.5	63	58%
<i>Sub-Total</i>	<i>333.25</i>	<i>64.5</i>	<i>2.5</i>	<i>3</i>	<i>3.5</i>	<i>4.5</i>	<i>6</i>	<i>20</i>	<i>20</i>	<i>18.5</i>	<i>12.5</i>	<i>7</i>	<i>6</i>	<i>6</i>	<i>185.25</i>	<i>56%</i>
Projected Cumulative Total			78.25	81.25	84.75	89.25	95.25	115.3	135.3	153.8	166.25	173.3	179.25	185.25		
Actual Cumulative Total																

Cash Flow Projection vs Actual Expenditures



Referendum Cash Flow Projections vs Actuals

04/30/2020

REFERENDUM ONLY																	
Projects	Project Total (Millions)	Previously Spent	2022 Expenditures												Total	% Project Complete	
			January	February	March	April	May	June	July	August	September	October	November	December			
RRA Additions	11.25	11.25	0	0	0	0	0	0	0	0	0	0	0	0	0	11.25	100%
MRHS Additions	24	15	0	0.25	0.25	0.25	0.25	0.25	0.25	0.5	0.5	0.5	0.5	0.5	0.5	19.25	80%
BES Renovation	27	27	0	0	0	0	0	0	0	0	0	0	0	0	0	27	100%
RSIA	70	44.5	3	3	3	3	3.5	4	4	2	0	0	0	0	0	70	100%
BCHS Renovation	67	14.5	2.5	2.5	2.5	2.5	2.5	2.5	4	4	4	2	2	2	1	46	69%
HHIMS Renovation	33	10	0.5	0.5	1	1	2	2	2	2	1	1	1	0.5	0.5	23	70%
HHIHS Design	4	0	0	0	0	0	0	0	0	0	0.25	0.25	0.25	0.25	0.25	1.25	31%
Summer Referendum	108.25	63	0.5	0.5	0.5	1	1.5	6.5	6.5	7	6	1	0.5	0.5	0.5	95	88%
<i>Sub-Total</i>	<i>333.25</i>	<i>174</i>	<i>6.5</i>	<i>6.75</i>	<i>7.25</i>	<i>7.75</i>	<i>9.75</i>	<i>16.75</i>	<i>17</i>	<i>14.75</i>	<i>9.75</i>	<i>4.75</i>	<i>3.75</i>	<i>2.75</i>	<i>292.75</i>	<i>88%</i>	
Projected Cumulative Total			191.8	198.5	205.8	213.5	223.3	240	257	271.8	281.5	286.3	290	292.75			
Actual Cumulative Total																	

Cash Flow Projection vs Actual Expenditures



Referendum Cash Flow Projections vs Actuals

04/30/2020

REFERENDUM ONLY																	
Projects	Project Total (Millions)	Previously Spent	2023 Expenditures												Total	% Project Complete	
			January	February	March	April	May	June	July	August	September	October	November	December			
RRA Additions	11.25	11.25	0	0	0	0	0	0	0	0	0	0	0	0	0	11.25	100%
MRHS Additions	24	19.25	0.5	0.5	0.5	0.5	0.5	1	1	0.25	0	0	0	0	0	24	100%
BES Renovation	27	27	0	0	0	0	0	0	0	0	0	0	0	0	0	27	100%
RSIA	70	70	0	0	0	0	0	0	0	0	0	0	0	0	0	70	100%
BCHS Renovation	67	46	2	2	2	2	4	4	4	1	0	0	0	0	0	67	100%
HHIMS Renovation	33	23	0.5	0.5	1	1	2	2	2	1	0	0	0	0	0	33	100%
HHIHS Design	4	1.25	0.25	0.25	0.25	0.25	0.5	0.5	0.5	0.25	0	0	0	0	0	4	100%
Summer Referendum	108.25	95	0.5	0.5	0.5	1	1.5	4	4	1	0.25	0	0	0	0	108.25	100%
<i>Sub-Total</i>	<i>344.5</i>	<i>281.5</i>	<i>3.75</i>	<i>3.75</i>	<i>4.25</i>	<i>4.75</i>	<i>8.5</i>	<i>11.5</i>	<i>11.5</i>	<i>3.5</i>	<i>0.25</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>344.5</i>	<i>100%</i>	
Projected Cumulative Total			296.5	300.3	304.5	309.3	317.8	329.3	340.8	344.3	344.5	344.5	344.5	344.5			
Actual Cumulative Total																	



10. Analysis of Program Management Services

Analysis of Program Management Services



Advantages of Outsourcing:

- Flexibility
- Access to Subject Matter Experts
- Proven Processes
- Risk Mitigation
- Public Perception
- Marketplace Awareness

Disadvantages of Outsourcing:

- Cost, in most cases, will exceed cost of providing in-house resources
- On-boarding of 3rd party staff will require training

Summary:

For Beaufort County School District, a blended arrangement of staff has been developed that keeps the costs low and offers the advantages of both approaches



11. CBRE-Heery Amendment No. 001

CBRE-Heery Amendment No. 001



- Fully Executed on April 23, 2020
- Includes Four (4) Full Time Positions
 - Program Manager, Two (2) Project Managers, and Administrative/Document Control
- Includes Seven (7) Part Time Positions
 - Program Director, IT Project Manager, IT Design Manager, Scheduler, Estimator, Procurement Specialist and Database Specialist
- CBRE-Heery Fees Including Estimated Expenses
 - Not To Exceed \$6,601,422 for Life of Referendum Up To Four (4) Years
 - Total Fee for Services In 2020 Shall Not Exceed \$1,287,339
- Original Agreement Requires the District to Perform Yearly Performance Evaluations



12. CLOC Sub-Committee Reports/Updates



13. CLOC Report to the Board



14. Next Meeting Agenda Items



Citizen-Led Oversight Committee (CLOC)

Fifth Meeting

(Via Zoom)

May 6, 2020

Where Learning Leads the Way!