



Citizen-Led Oversight Committee (CLOC)

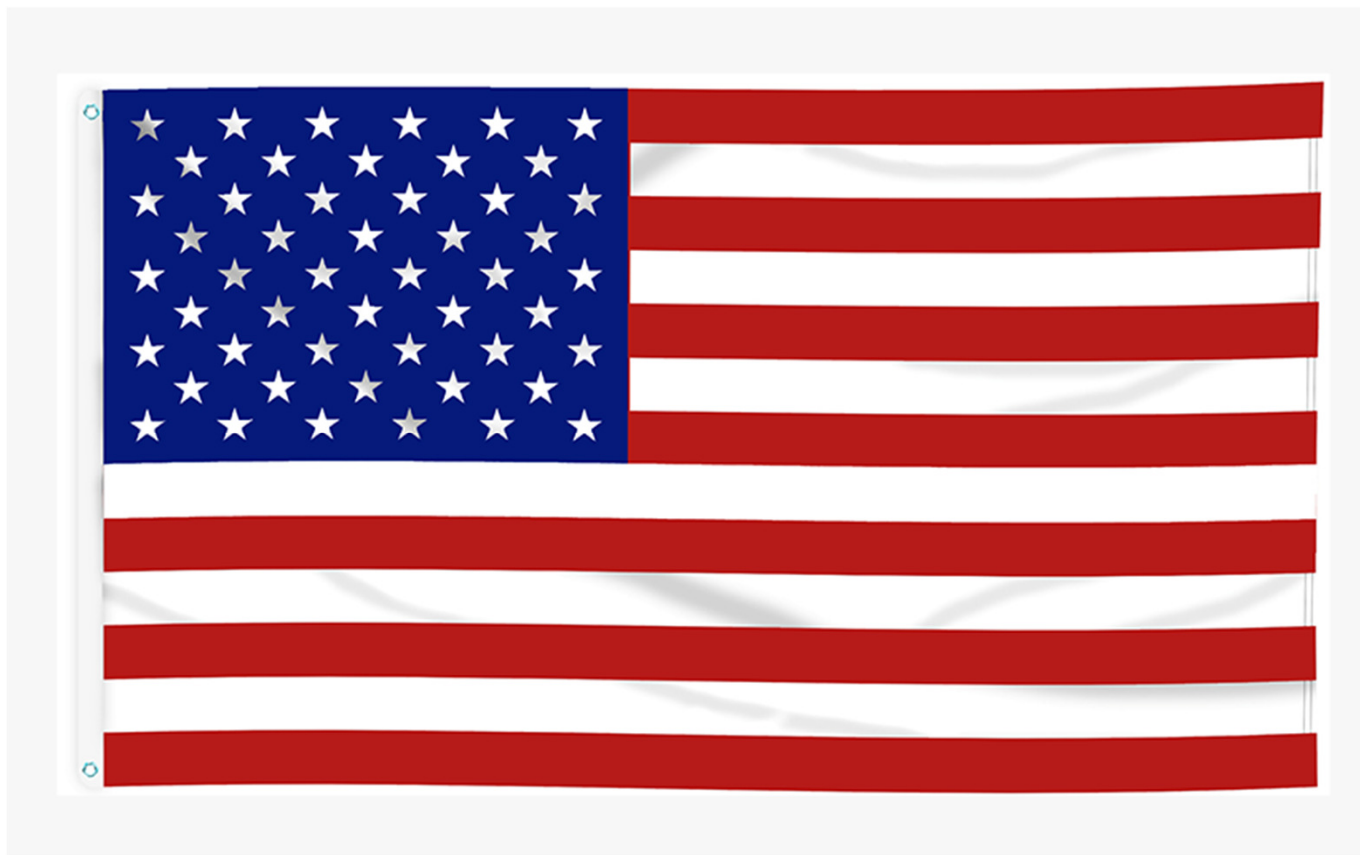
Fourteenth Meeting

(Via Zoom)

February 03, 2021

Where Learning Leads the Way!

Pledge of Allegiance



Agenda



1. Pledge of Allegiance
2. Approval of Meeting Minutes from January 06, 2021
3. RFQ and RFP Updates
4. Design Updates
5. Construction Updates
6. Project Closeouts
7. Financial Updates
 - A. Referendum Capital Projects 2019 Financial Summary
 - B. Project Level Financial Details
 - C. 2019 Referendum Project Contingency Log

Agenda (Continued)



8. Cash Flow Projection vs Actual Expenditures
9. Community Outreach
 - A. May River High School (MRHS) – Ribbon Cutting
 - B. Local Vendor Outreach Event – February 09, 2021
10. CLOC Sub-Committee Reports/Updates
11. CLOC Annual Report Discussions
12. Forward Looking Items and Events
13. Next Meeting Agenda Items



3. RFQ and RFP Updates

Hilton Head Island Middle School (PM is Tim Summers)



- Referendum Total Project Budget = \$27,470,776 (2 Digit School Code: 87)
- Request For Qualifications (RFQ 21-022) for Professional Design Services
 - Interviews of the 3 highest ranked firms took place on January 21, 2021
 - Recommendation To Award to occur at the February 2, 2021 Board meeting
- Request For Proposals (RFP 21-025) for Construction Management at Risk Services
 - RFP 21-025 issued on January 25, 2021
 - Proposals due on February 23, 2021 at 2:00 PM (EST)
 - The following link has been furnished to access this RFP document

<https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=c1e946d4-c2fd-4f03-8a2a-275f65086c93>



4. Design Updates

Battery Creek High School (Jumper Carter Sease Architects/M.B. Kahn Construction Co., Inc.)



School Code - Project (Project Manager)	Scope	Budget	Schedule
92 - Battery Creek High School (AM)	Renovations	●	●
	CATE Expansion	●	●
	Safety/Security	●	●
	Technology /Infrastructure	●	●
	Athletics	●	●

- Site walk throughs and investigation of existing conditions continue with JCS and MBK
- Construction phasing plan is being developed and coordinated with school staff
- 90% Construction Documents (CDs) have been received; JCS is addressing comments
- MBK is working on updating cost estimate
- Construction is scheduled to commence at the end of Q2 2021

Robert Smalls International Academy (LS3P Associates, Ltd./J.E. Dunn Construction Company)



School Code - Project (Project Manager)	Scope	Budget	Schedule
83 - Robert Smalls International Academy (AM)	School Replacement	●	●
	Playgrounds	●	●

- Beaufort County Design Review Board has issued their conditional approval
- Beaufort County, South Carolina Department of Transportation (SCDOT) and Office of School Facilities (OSF) have completed their Site Plan review; LS3P is addressing comments
- JE Dunn is working on updating cost estimate
- Construction is scheduled to commence at the beginning of Q3 2021

Beaufort High School (LS3P Associates, Ltd./Thompson Turner Construction)



School Code - Project (Project Manager)	Scope	Budget	Schedule
90 - Beaufort High School (MK)	Safety/Security	● 1	●
	Technology /Infrastructure	● 2 ● 1	●
	Athletics - Phase 2 (Renovations and Addition)	● 2	●

- Athletic – Phase 2 scope includes addition for Weight Room and Wrestling Room plus renovations of existing Weight Room to create office spaces
- OSF virtual review of 90% CD’s took place on Jan. 28th
- Site lighting bid package proposals were received; Cost saving measures were undertaken to meet budget; TTC has ordered materials
- Construction is scheduled to commence at the end of Q1 2021

Status Flag Comments:

- 1 Required Contingency Use of \$121,143 on 6-10-2020; See 2019 Referendum Project Contingency Log for details
- 2 Required Contingency Use of \$65,000 on 6-24-2020 and Additional Contingency Use of \$91,909.56 on 9-15-2020; See 2019 Referendum Project Contingency Log for details
- 1 January 2021 cost proposals received for tech./infra. bid packages are being finalized; If necessary, CBRE-Heery will make recommendation in Feb. 2021 to utilize Referendum Program Contingency funds
- 2 60% Cost estimate for Athletic – Phase 2 has been received; Project team is working with school staff to reduce costs; If necessary, CBRE-Heery will make recommendation in Feb. 2021 to utilize Referendum Program Contingency funds

Bluffton High School and Hilton Head Island SCA (Jumper Carter Sease Architects/M.B. Kahn Construction Co., Inc.)



School Code - Project (Project Manager)	Scope	Budget	Schedule
98 - Bluffton High School (TS)	Safety/Security	●	●
	Technology /Infrastructure	●	●
	Athletics	●	●
63 - Hilton Head Island SCA (TS)	Playgrounds	●	●

Bluffton High School:

- Facility walk-thru with Architect and Contractor occurred in January 2021
- Architect is working on Schematic Design (SD) documents (due in February 2021)
- Construction is scheduled to commence at the end of Q2 2021

Hilton Head Island School for Creative Arts:

- Playground design was completed in January 2021; Proposal from vendor due in February 2021
- Construction is scheduled to commence in Q2 2021

Bluffton Elementary School and H.E. McCracken Middle School (Jumper Carter Sease Architects/M.B. Kahn Construction Co., Inc.)



School Code - Project (Project Manager)	Scope	Budget	Schedule
70 - Bluffton Elementary School (TS)	Safety/Security	●	●
	Technology /Infrastructure	●	●
88 - H.E. McCracken Middle School (TS)	Safety/Security	●	●
	Technology /Infrastructure	●	●

Bluffton Elementary School:

- Technology/Infrastructure construction is scheduled to commence at the end of Q1 2021

H.E. McCracken Middle School:

- Technology/Infrastructure construction is scheduled to commence at the end of Q1 2021

Status Flag Comments:

- January 2021 cost proposals received for tech./infra. bid packages are being finalized; If necessary, CBRE-Heery will make recommendation in Feb. 2021 to utilize Referendum Program Contingency funds

Hilton Head Island Elementary and Hilton Head Island SCA (Jumper Carter Sease Architects/M.B. Kahn Construction Co., Inc.)



School Code - Project (Project Manager)	Scope	Budget	Schedule
62 - Hilton Head Island Elem. School (TS)	Safety/Security	● 1	●
	Technology /Infrastructure	● 2 ●	●
63 - Hilton Head Island School for Creative Arts (TS)	Safety/Security	●	●
	Technology /Infrastructure	●	●

Hilton Head Island Elementary School:

- Technology/Infrastructure construction is scheduled to commence at the end of Q1 2021

Hilton Head Island School for Creative Arts:

- Technology/Infrastructure construction is scheduled to commence at the end of Q1 2021

Status Flag Comments:

- 1 Required Contingency Use of \$653,796 on 6-10-2020; See 2019 Referendum Project Contingency Log for details
- 2 Required Contingency Use of \$25,000 on 6-24-2020; See 2019 Referendum Project Contingency Log for details
- January 2021 cost proposals received for tech./infra. bid packages are being finalized; If necessary, CBRE-Heery will make recommendation in Feb. 2021 to utilize Referendum Program Contingency funds

Hilton Head Island High School (McMillan Pazdan Smith Architecture/H.G. Reynolds Co., Inc.)



School Code - Project (Project Manager)	Scope	Budget	Schedule
96 - Hilton Head Island High School (TS)	Safety/Security	●	●
	Athletics - Phase 2	●	●
	Renovations	●	●

- Athletics – Phase 1 scope was to furnish new stadium lights
- Athletics – Phase 2 scope includes turf field, renovations for field house, locker rooms & press box
- Facility walk-thru with Architect and Contractor occurred in January 2021
- Architect is working on Schematic Design (SD) documents that are due in February 2021
- Construction is scheduled to commence at the end of Q2 2021

Beaufort Elementary School and Beaufort Middle School (McMillan Pazdan Smith Architecture/H.G. Reynolds Co., Inc.)



School Code - Project (Project Manager)	Scope	Budget	Schedule
33 - Beaufort Elementary School (AM)	Renovations - Phase 8B Kitchen Equip. Replacement	●	●
	Technology /Infrastructure	●	●
80 - Beaufort Middle School (MK)	Safety/Security	●	●
	Technology /Infrastructure	●	●
	Athletics	●	●

Beaufort Elementary School:

- Technology/Infrastructure construction is scheduled to commence at the end of Q1 2021
- GMP Proposal for the kitchen equipment replacement was received in January 2021 and is being reviewed

Beaufort Middle School:

- Schematic Design documents are due in February 2021
- Construction is scheduled to commence at the end of Q2 2021

Lady's Island Elem. School and St. Helena Elem. School (McMillan Pazdan Smith Architecture/H.G. Reynolds Co., Inc.)



School Code - Project (Project Manager)	Scope	Budget	Schedule
35 - Lady's Island Elementary School (MB)	Safety/Security	●	●
	Technology /Infrastructure	●	●
	Playgrounds	●	●
39 - St. Helena Elementary School (MB)	Safety/Security	●	●
	Technology /Infrastructure	●	●
	Playgrounds	●	●

Lady's Island Elementary School and St. Helena Elementary School:

- Schematic Design (SD) documents received in January 2021
- Final bid packages for IT closets, cable tray and BDA by the end of Q1 2021; Remaining final bid packages to be provided in Q2 2021
- Playground Purchase Orders (POs) for PlayWorld are being issued; Construction scheduled to commence at both projects in Q2 2021

Broad River Elementary School (LS3P Associates, Ltd./Thompson Turner Construction)



School Code - Project (Project Manager)	Scope	Budget	Schedule
40 - Broad River Elementary School (MB)	Safety/Security	●	●
	Technology /Infrastructure	●	●
	Playgrounds	●	●

- Schematic Design (SD) documents received in January 2021
- Final bid packages for IT closets, cable tray and BDA by the end of Q1 2021; Remaining final bid packages to be provided in Q2 2021
- Playground Purchase Order (PO) for PlayWorld is being issued; Construction scheduled to commence in Q2 2021

Coosa Elementary School (LS3P Associates, Ltd./Thompson Turner Construction)



School Code - Project (Project Manager)	Scope	Budget	Schedule
34 - Coosa Elementary School (MK)	Safety/Security	●	●
	Technology /Infrastructure	●	●
	Playgrounds	●	●

- Schematic Design (SD) documents received in January 2021
- Final bid packages for IT closets, cable tray and BDA by the end of Q1 2021; Remaining final bid packages to be provided in Q2 2021
- Playground Purchase Order (PO) for PlayWorld is being issued; Construction scheduled to commence in Q2 2021

Lady's Island Middle School and Right Choices (LS3P Associates, Ltd./Thompson Turner Construction)



School Code - Project (Project Manager)	Scope	Budget	Schedule
81 - Lady's Island Middle School (MK)	Safety/Security	●	●
	Technology /Infrastructure	●	●
09 - Right Choices (MK)	Safety/Security - Includes Limited Tech./Infra.	● 1	●

Lady's Island Middle School:

- Technology/Infrastructure construction is scheduled to commence at the end of Q1 2021

Status Flag Comments:

- 1 Required Contingency Use of \$388,285 on 6-10-2020; See 2019 Referendum Project Contingency Log for details
- January 2021 cost proposals received for tech./infra. bid packages are being finalized; If necessary, CBRE-Heery will make recommendation in Feb. 2021 to utilize Referendum Program Contingency funds

Right Choices:

- January 2021 cost proposals have been received for the technology/infrastructure bid packages; Costs are under the revised budget – see “Green” Status Flag Comment 1

MC Riley Elementary School (Rosenblum Coe Architects, Inc./Contract Construction)



School Code - Project (Project Manager)	Scope	Budget	Schedule
74 - MC Riley Elementary School (TS)	Safety/Security	●	●
	Technology /Infrastructure	●	●
	Playgrounds	●	●

- Facility walk-thru with Architect and Contractor occurred in January 2021
- Architect is working on Schematic Design (SD) documents that are due in February 2021
- Playground design layouts were received on January 29, 2021 and are being reviewed
- Construction is scheduled to commence at the end of Q2 2021

Davis Early Childhood Center and Joseph S. Shanklin Elem. School (Rosenblum Coe Architects, Inc./Contract Construction)



School Code - Project (Project Manager)	Scope	Budget	Schedule
52 - Davis Early Childhood Center (MB)	Safety/Security	●	●
	Technology /Infrastructure	●	●
	Playgrounds	●	●
44 - Joseph Shanklin Elementary School (MB)	Safety/Security	●	●
	Technology /Infrastructure	●	●
	Playgrounds	●	●

Davis Early Childhood Center and Joseph Shanklin Elementary School:

- Schematic Design (SD) documents received in January 2021
- Final bid packages for IT closets, cable tray and BDA by the end of Q1 2021; Remaining final bid packages to be provided in Q2 2021
- Playground Purchase Orders (POs) for PlayWorld are being issued; Construction scheduled to commence at both projects in Q2 2021

Whale Branch Elem. School and Whale Branch Middle School (Rosenblum Coe Architects, Inc./Contract Construction)



School Code - Project (Project Manager)	Scope	Budget	Schedule
54 - Whale Branch Elementary School (MB)	Safety/Security	●	●
	Technology /Infrastructure	● 1 ●	●
	Playgrounds	●	●
85 - Whale Branch Middle School (MB)	Safety/Security	●	●
	Technology /Infrastructure	●	●
	Athletics	●	●

Whale Branch Elem. School:

- Technology/Infrastructure construction is scheduled to commence at the end of Q1 2021
- Playground Purchase Order (PO) for PlayWorld is being generated; Construction to start at the beginning of Q2 2021

Whale Branch Middle School:

- Technology/Infrastructure construction is scheduled to commence at the end of Q1 2021
- GMP Amend. No. 03 for Gym renovations executed in Jan. 2021; Construction began in January 2021

Status Flag Comments:

- 1 Required Contingency Use of \$154,936 on 6-10-2020; See 2019 Referendum Project Contingency Log for details
- January 2021 cost proposals received for tech./infra. bid packages are being finalized; If necessary, CBRE-Heery will make recommendation in Feb. 2021 to utilize Referendum Program Contingency funds



5. Construction Updates

Beaufort Elementary School (McMillan Pazdan Smith Architecture/H.G. Reynolds Co., Inc.)



Video Tour

- **Beaufort Elementary School Renovations – Link to Video Tour below**

<https://www.beaufortschools.net/cms/One.aspx?portalId=170925&pageId=24678298>

Beaufort Elementary School (McMillan Pazdan Smith Architecture/H.G. Reynolds Co., Inc.)



- Under Budget
- Schedule

Funding: 2019 Referendum

Total Referendum Funding
(01/31/2021): \$24,343,182

Encumbered & Paid
(01/31/2021): \$18,590,151

Paid to Date
(01/31/2021): \$8,946,107



Beaufort Elementary School (McMillan Pazdan Smith Architecture/H.G. Reynolds Co., Inc.)



School Code - Project (Project Manager)	Scope	Budget	Schedule
33 - Beaufort Elementary School (AM)	Safety/Security	●	●
	Renovations - Phases 1 thru 8A	●	●
	Technology /Infrastructure	●	●
	Playground	●	●

- Phase 1, 2 and 3 were completed in 2020
- Phase 4 overhead scope has been completed; Final inspection is scheduled for February 12th
- Roof trusses for the Fire Sprinkler Riser Room were installed in January 2021; Installation of the roof has begun; Fire sprinkler riser equipment is on site
- The connector steel was set in January; Installation of roof trusses to begin after completion of the Fire Sprinkler Room
- Demolition of HVAC cooling tower #2 to be completed the week of February 8th; Installation of new cooling tower #2 to be completed prior to the end of February 2021
- Brick site wall is currently 60% complete; Wall to be complete by February 10th

May River High School Addition (LS3P Associates, Ltd./M.B. Kahn Construction Co., Inc.)



- Under Budget
- Schedule

Funding: 2019 Referendum

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

Encumbered & Paid
(01/31/2021): \$12,544,263

Paid to Date
(01/31/2021): \$10,172,777



May River High School Addition (LS3P Associates, Ltd./M.B. Kahn Construction Co., Inc.)



School Code - Project (Project Manager)	Scope	Budget	Schedule
97 - May River High School (AM)	Addition	●	●

- Closeout documents received in January 2021 are being reviewed
- Interior punch list items were completed in January 2021
- Correction of the exterior punch list items is not complete; Coordinating punch list items that remain with Martin Landscaping
- Ribbon cutting is scheduled for Friday, February 12, 2021 at 4:30pm

Right Choices (LS3P Associates, Ltd./Thompson Turner Construction)



School Code - Project (Project Manager)	Scope	Budget	Schedule
09 - Right Choices (MK)	Safety/Security - Includes Limited Tech./Infra.	● 1	●

- Punch list item related to the emergency lights was resolved in January 2021
- Assembly of project closeout documents has commenced

Status Flag Comments:

- 1 Required Contingency Use of \$388,285 on 6-10-2020; See 2019 Referendum Project Contingency Log for details

Bluffton Elementary; H.E. McCracken Middle and Hilton Head Island High (Jumper Carter Sease Architects/M.B. Kahn Construction Co., Inc.)



School Code - Project (Project Manager)	Scope	Budget	Schedule
70 - Bluffton Elementary School (TS)	Safety/Security	●	●
	Technology /Infrastructure	●	●
88 - H.E. McCracken Middle School (TS)	Safety/Security	●	●
	Technology /Infrastructure	●	●
	Athletics	●	●
Hilton Head Island High School (TS)	Athletics - Phase 1	●	●

Bluffton Elementary School:

- Window film was completed in 2020
- IDF closets were completed in 2020

H.E. McCracken Middle School:

- Window film was completed in 2020
- IDF closets were completed in 2020
- Bleachers were completed in 2020
- Installation of new field lights were completed in January 2021

Hilton Head Island High School:

- Installation of new stadium lights are 70% complete

Whale Branch Elementary and Whale Branch Middle School (Rosenblum Coe Architects, Inc./Contract Construction)



School Code - Project (Project Manager)	Scope	Budget	Schedule
54 - Whale Branch Elementary School (MB)	Safety/Security	●	●
	Technology /Infrastructure	● 1	●
85 - Whale Branch Middle School (MB)	Safety/Security	●	●
	Technology /Infrastructure	●	●



Status Flag Comments:

- 1 Required Contingency Use of \$154,936 on 6-10-2020; See 2019 Referendum Project Contingency Log for details

Whale Branch Elem. and Whale Branch Middle School:

- Window film and new IT Closets have been completed
- BDA installation completed; Testing to occur when emergency generator is installed in 2021
- Cable tray installation is 50% complete

Whale Branch Middle School:

- Demolition of gym HVAC ductwork and removal of floor was completed in January 2021
- New security vestibule scheduled to start construction in Q2 2021

Okatie Elementary School (Churchich Recreation and Design)



School Code - Project (Project Manager)	Scope	Budget	Schedule
72 – Okatie Elementary School (TS)	Playgrounds - COMPLETED	●	●

- Due to safety concerns with prior existing playground equipment, Referendum playground scope was accelerated
- Installation of the new playground was completed in January 2021
- Project closeout documents will commence in February 2021





6. Project Closeouts

Project Closeouts



Project (Project Manager)	Scope	Target CO	Actual CO Date	Comments
Beaufort High School (MK)	Athletics Phase 1: Turf Field; BB/SB Dugouts; Press Boxes; Fencing Safety/Security: Vestibule	Q1 2021		CO documents have been received and are being reviewed
Bluffton Elementary School (TS)	Playground	TBD		CO documents have been received. Final closeout to occur when remaining referendum scope has been completed.
Coosa Elementary School (MK)	Tech./Infra.: Generator Replacement	Q1 2021		CO documents for generator have been received and are being reviewed
Hilton Head Island Elementary School (TS)	Playground	TBD		CO documents have been received. Final closeout to occur when remaining referendum scope has been completed.
HE McCracken Middle School (TS)	Athletics Phase 1: Bleachers; Reno Locker Room & Weight Room	TBD		CO documents have been received. Final closeout to occur when remaining referendum scope has been completed.
Lady's Island Middle School (MK)	Safety/Security: Vestibule	Q1 2021		CO documents have been received and are being reviewed
May Rivers High School (AM)	Additions	Q2 2021		CO documents have been received and are being reviewed
Red Cedar Elementary School (TS)	Safety/Security: Speed Bump	Q1 2021		CO documents have been received and are being reviewed
River Ridge Academy (TS)	Additions	Q1 2021		Partial CO documents have been received and are being reviewed. Working with OSF to obtain code compliance ruling.
St Helena Early Childhood (MK)	Playground	Q1 2021		CO documents have been received and are being reviewed
Whale Branch Early College High School (MK)	Athletics: Turf Field	Q1 2021		CO documents have been received and are being reviewed



7. Financial Updates

Financial Updates



Referendum Capital Projects 2019 Financial Summary

- See handout/attachment for details

Project Level Financial Details

- See handouts/attachments for details

2019 Referendum Project Contingency Log

- See handout/attachment for details



8. Cash Flow Projection vs Actual Expenditures

Cash Flow Projection vs Actual Expenditures



CASH FLOW: DATA thru January 2021

Projects	Project Total (Millions)	Previously Spent	2021 Expenditures												Total	% Project Budget	
			January	February	March	April	May	June	July	August	September	October	November	December			
RRA Additions	11.25	8.79	1	0.5	0.2	0	0	0	0	0	0	0	0	0	10.49	93%	
MRHS Additions	24	9.72	0.75	0.5	0.5	0.5	0.5	0.25	0.25	0	0	0	0	0	12.97	54%	
BES Renovation	27	8.53	0.5	1	1	1	1	1	1.5	2	2	1.5	1.5	1	23.53	87%	
RSIA	70	0.71	0.5	0.5	0.5	0.5	1	1	2	3	3	3	4	4	23.71	34%	
BCHS Renovation	67	0.32	0.3	0.5	0.5	0.5	0.5	0.5	0.7	1	1	2	2	2	11.82	18%	
HHIMS Renovation	33	0	0	0	0	0	0	0	0.5	0.5	1	1.5	2	3	2	10.5	32%
HHIHS Design	4	0.01	0	0	0	0	0	0	0	0	0	0	0	0	0.01	0%	
Summer Referendum	108.25	15.24	2	1	1	1	1	2	3	5	6	7	1	1	46.24	43%	
Sub-Total	344.5	43.32	5.05	4	3.7	3.5	4	5.25	7.95	12	13.5	15.5	11.5	10	139.27	40%	
					12.75			12.75			33.45			37.00			
Cummulative Total			48.37	52.37	56.07	59.57	63.57	68.82	76.77	88.77	102.27	117.77	129.27	139.27			
Actual Spent		39.18	47.27														

Bond Referendum – 2021 Estimated Needs & Schedule



- Estimated need of \$125 million
- March 19, 2021 Board Work Session
- April 6, 2021 Board approval
- April 15, 2021 Tentative Bond sale date
- May 4, 2021 Tentative closing date with wire transfers



9. Community Outreach



May River High School (MRHS) – Ribbon Cutting

January 2021 ribbon cutting was not able to take place.

Ribbon cutting is scheduled for Friday, February 12, 2021 at 4:30pm

Local Vendor Outreach Event

A local vendor workshop has been scheduled for February 9, 2021. Event will take place at DESC from 4:30 pm to 6:30 pm; District has utilized advertisements in newspapers and local radio stations to inform vendors; In addition, the District has used prior sign-in sheets from the 2020 MWBE outreach events to email these vendors to inform them of this next outreach event



10. CLOC Sub-Committee Reports/Updates



11. CLOC Annual Report Discussions



12. Forward Looking Items and Events



13. Next Meeting Agenda Items



Citizen-Led Oversight Committee (CLOC)

Fourteenth Meeting

(Via Zoom)

February 03, 2021

Where Learning Leads the Way!