

Date: June 2, 2021

Purpose: Citizen-Led Oversight Committee (CLOC) Meeting

Location: Okatie Elementary School/Zoom Meeting

Committee Members Attendees:

Ted Barber (Chair), Ron Groteluschen, Ray Warco, Richard Tritschler, Mike McNally (Co-Chair), Kim Fleming

Beaufort County School District (BCSD) Representatives Present:

Robert Oetting, Alexander Marshall, Tim Summers, Tonya Crosby, Jennifer Hamblin, Louis Ackerman, Richard Geier

CBRE | Heery Attendees:

Robert Corbin, Kevin Kelly, Mark Koll, Agustin Vargas

Community Attendees:

Mark Pritchard

Meeting Minutes

1. Prior to the meeting, a meeting agenda and draft minutes from the May 5, 2021 meeting were distributed to the committee members via email. Also distributed were the following documents: Meeting 18 Presentation; Referendum Capital Projects 2019 Financial Summary; BCHS (Battery Creek High School) Renovation Financial Details; MRHS (May River High School) Addition Financial Details; RRA (River Ridge Academy) Additions Financial Details; RSIA (Robert Smalls International Academy) Replacement Financial Details; HHIMS (Hilton Head Island Middle School) Renovation Financial Details; Referendum Project Contingency Log; BCHS VE Log; Referendum Cash Flow Projection vs Actual Expenditures (Rev 2.1)
2. Mr. Barber opened the meeting with the Pledge of Allegiance.
3. Mr. Barber asked if there were any changes or corrections to the minutes for the last meeting. No changes or corrections were requested. A motion to approve the minutes was made by Ray Warco and seconded by Ron Groteluschen. The motion was approved by all.
4. 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 on schedule and under budget. Currently working on Phase 6. HGR is gearing up for the summer work, starting June 19, 2021. There was a contractor coordination issue between the cooling tower condenser water piping and the structural steel, therefore cooling tower #2 will not be set until the end of June 2021. The OSF overhead and final inspections are scheduled for July 30th and August 3rd respectively. The final steps will be site restoration and moving the mobile unit to Hilton Head Middle School in September 2021.

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

Mr. Marshall and Mr. Corbin gave the report for RSIA, which is under budget and on schedule. 100% Construction Documents (CDs) have been received. JE Dunn is pricing the information for the GMP. The goal is to have a finalized budget for the BCSD Board meeting on July 13, 2021. Site permitting should be received in the next two to three weeks. Construction should commence in Quarter 3, 2021.

Mr. Barber asked if the budget for this project is still tight. Mr. Corbin responded that the budget does remain tight, however the indicator light is still green.

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

Mr. Corbin gave the report for BCHS, which is under budget and on schedule. MBK's GMP Amendment No. 02 was approved at the BCSD Board meeting on May 18, 2021. The Beaufort-Jasper Sewer and Water Authority (BJSWA) preconstruction meeting is being scheduled and all site permits are scheduled to be in place so that construction may commence prior to the end of Quarter 2, 2021. Preliminary demolition is currently under way. The Mechanical, Electrical and Plumbing (MEP) trades are working on disconnecting equipment. Submittals and buyout are MBK's top priorities. The Groundbreaking Ceremony date is still being coordinated. The CLOC will be notified when the date is finalized.

Mr. Barber asked why BJSWA is involved with preconstruction. Mr. Marshall responded that before BJSWA will grant a full permit, they have to have approved site permits and also hold a meeting to ensure that the on-site workers and subcontractors coordinate when the inspections will take place.

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

Mr. Summers gave the report for HHIES, which is under budget and on schedule. The cable tray installation is roughly 30% complete. The Bi-Directional Amplifier (BDA) installation has commenced. The BDA will serve both HHIES and HHISCA.

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

Mr. Summers gave the report for HHISCA. The cable tray installation is roughly 35% complete. A meeting with the principal is scheduled for next week to review the playground proposal. Upon the principal's approval, a purchase order will be issued. Lead time for materials are being verified to confirm that work can commence in June 2021.

Mr. Corbin added that discussions continue with MBK regarding rescheduling a portion of the Technology/Infrastructure scope to occur after Summer 2021. The yellow lights on the slide refer to this issue. More information will be provided to the CLOC as it becomes available.

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

Mr. Summers gave the report for BLES and BLECC. Cable tray installation is approximately 40% complete. Installation of the BDA commenced in May 2021. Additional Technology/Infrastructure installations are scheduled to commence later this month. Discussions continue with MBK regarding rescheduling a portion of the Technology/Infrastructure scope to occur after the Summer of 2021. The yellow lights on the slide refer to this issue.

MC Riley Elementary School (MCRES) – Rosenblum Coe Architects, Inc. (RCA) and Contract Construction (CC)

Mr. Summers reported on MCRES, which is on schedule and under budget. Installation of the new playground turf has been completed. The playground equipment has been ordered. Final 100% Construction Documents (CDs) have been received and are being reviewed. Construction is scheduled to commence at the end of Quarter 2, 2021.

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

Mr. Summers reported on HHIMS, which is on schedule and under budget. The Schematic Design (SD) documents have been received and are being reviewed. A GMP Amendment request is being prepared to relocate a six-classroom mobile unit from BES to HHIMS. The move is being coordinated to take place in September 2021. Construction is scheduled to commence in Quarter 1, 2022.

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

Mr. Summers reported on HEMMS, which is on schedule and under budget. Cable tray installation is roughly 40% complete. Installation of the BDA commenced in May 2021.

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

Mr. Summers reported on HHIHS, which is on schedule and under budget. Phase 1 Stadium Lights installed by MBK has been completed. The OSF Certificate of Occupancy has been received and closeout has commenced. Phase 2 Athletics (turf field, addition for new field house, renovations for locker rooms and press box) HGR Amendment No. 6 for the turf field and track was approved by the BCSD Board on May 18, 2021. The amendment has been signed by HGR and is being routed for internal review and approval. Construction is scheduled to commence this month. The Construction Documents progress pricing has been received and is being reviewed. Construction is scheduled to commence at the end of Quarter 2, 2021.

Bluffton High School (BLHS) – JCS and MBK

Mr. Summers reported on BLHS, which is on schedule and under budget. MBK Amendment No. 22 for the turf field was approved by the BCSD Board on May 4, 2021. Installation is

scheduled to commence at the end of June or early July 2021. Construction Documents (CDs) for Safety/Security scope have been received and are being reviewed. MBK is preparing a GMP Amendment request. Installation is scheduled to commence at the end of June/early July 2021. Schematic Design (SDs) for Technology/Infrastructure have been received and are being reviewed. MBK is preparing a cost estimate. Installation is scheduled to occur during summer break.

Right Choices (RC) – LS3P and TTC

Mr. Koll reported on RC, which is on schedule and under budget. Technology/Infrastructure submittals continue to make progress. Conduit and raceway installation has commenced and should be completed by the end of the summer.

Coosa Elementary School (CES) – LS3P and TTC

Mr. Koll reported on CES, which is under budget. The TTC GMP Amendment No. 21 for IT rooms and cable tray was approved at the BCSD Board meeting on June 1, 2021. Construction is scheduled to commence in Quarter 2, 2021. The remaining bid packages should be provided in late June or early July 2021. Playground materials have been ordered; however, the delivery date has been negatively impacted by a fire at their factory. The new delivery date is anticipated to occur in August 2021, but the date has not yet been confirmed. This is the purpose for the yellow status light on the playground schedule.

Mr. Barber asked if there is a contingency contractor in case Playworld cannot deliver. Mr. Corbin responded that we do have another playground contractor if Playworld's delay becomes unmanageable.

Beaufort Middle School (BMS) – MPS and HGR

Mr. Koll reported on BMS, which is on schedule and under budget. The HGR GMP Amendment No. 09 for IT rooms, Generator, HVAC and Athletics Phase 1 scope was approved at the BCSD Board meeting on June 1, 2021. Construction is scheduled to commence in Quarter 2, 2021. The remaining bid packages should be provided in late June or early July 2021.

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

Mr. Koll reported on LIMS, which is on schedule and under budget. The Technology/Infrastructure submittals continue to make progress. The conduit and raceway installation continues to make good progress.

Beaufort High School (BHS) – LS3P and TTC

Mr. Koll gave the report for BHS, which is on schedule and under budget. Construction for the wrestling and weight room addition commenced in May 2021. TTC is planning to pour slabs in two to three weeks. Preliminary electrical work has begun for the

Technology/Infrastructure construction. The Technology/Infrastructure submittals are in progress.

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

Mr. Vargas reported on LIES, which is on schedule and under budget. The HGR Amendment No. 08 for the IT rooms, cable tray and playground was approved at the BCSD Board meeting on June 1, 2021. Construction is scheduled to commence in Quarter 2, 2021. Design for the remaining bid packages will be completed in late June or early July 2021.

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

Mr. Vargas reported on SHES, which is on schedule and under budget. The HGR Amendment No. 07 for the IT rooms and cable tray has been prepared and is being routed for signatures. Construction is scheduled to commence in Quarter 2, 2021. The proposal for the playground continues to be evaluated to determine the potential delay due to the factory fire. Design for the remaining bid packages should be completed in late June or early July 2021.

Broad River Elementary School (BRES) - LS3P and TTC

Mr. Vargas reported on BRES, which is on schedule and under budget. The TTC Amendment No. 22 for the IT rooms, cable tray and generator was approved at the BCSD Board meeting on June 1, 2021. Construction is scheduled to commence in Quarter 2, 2021. Design for the remaining bid packages is scheduled to be completed in late June or early July 2021. The playground equipment is scheduled to be shipped by the end of June 2021. The fire at the Playworld factory has had minimum impact on the delivery of the equipment.

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

Mr. Vargas reported on JSES, which is under budget. The GMP Price Proposal for the IT rooms, cable tray and BDA has required additional field verifications, therefore the proposal is scheduled to be received in early June 2021. Construction is scheduled to commence in Quarter 2, 2021. The Design for the remaining bid packages is scheduled to be completed in late June or early July 2021. Playground materials have been ordered. The status light for the Playground is yellow due to possible delays caused by the factory fire.

Davis Early Childhood Center (DECC) – RCA and CC

Mr. Vargas reported on DECC, which is on schedule and under budget. The GMP Price Proposal for the IT rooms, cable tray and BDA has required additional field verifications therefore the proposal is scheduled to be received in early June 2021. Construction is scheduled to commence in Quarter 2, 2021. The Design for the remaining bid packages is scheduled to be completed in late June or early July 2021.

Whale Branch Elementary School (WBES) – RCA and CC

Mr. Vargas reported on WBES, which is on schedule and under budget. The playground installation is 95% complete, the shade structure is 90% complete, and the soccer field installation is 95% complete. The cable tray installations have been completed. The Technology/Infrastructure construction is scheduled to commence in Quarter 2, 2021.

Whale Branch Middle School (WBMS) – RCA and CC

Mr. Vargas reported on WBMS, which is on schedule and under budget. The cable tray installations have been completed. The gym bleachers have been installed. The replacement of the gym floor has been completed. The new security vestibule construction will commence in June 2021, after the last day for the students. The Technology/Infrastructure construction is scheduled to commence in Quarter 2, 2021.

Mr. Warco asked if any school administrations have had negative reactions or voiced complaints regarding the finished projects to date. Mr. Corbin responded that we have not received any to date. Mr. Summers added that the regular meetings held with the administrators throughout the projects have been very helpful, as the administrators have been kept abreast of any changes and have had input into the decisions made.

5. Mr. Corbin presented the slide for the Project Closeout updates. Updates are noted in the "Comments" section. The architects of record and the project managers have reviewed and accepted the closeout documents that have been submitted. We are currently going through process of receiving the final change orders to reconcile any allowances or construction contingency use. Once these change orders have been fully routed and executed, we will be reporting projects as closed. It is a high priority to close out these projects.
6. Mr. Corbin presented the Financial Updates. The reports were distributed prior to the meeting, which included in the information for the Project Contingency Log. There was no use of program-level contingency for the period and the table figures did not change. Estimated forecast of funds to be returned to contingency from project closeouts is \$5,878,627.

Mr. Groteluschen asked if we are sure about the amount of contingency coming back into the Program. Mr. Corbin responded that it is a good estimate. These funds are coming back from GMPs and funds that were never encumbered from the projects currently being closed out (MRHS, RRA, BES) and CBRE – Heery Amendment No. 3.

Tonya Crosby gave an update on the Referendum Bond Issue, Series 2021A. The Par Amount was \$130,000,000 and it was sold to Bank of America Securities. There were nine bids. The True Interest Cost was 1.487%, with a 20 year term and a closing date of May 6, 2021. Proceeds were wired to Beaufort County Treasurer to invest, as required by State Law. This bond series will cover the projected Referendum expenditures through August

2022. The next issue date will be late spring of 2022. Ms. Crosby added that \$20,000,000 was also approved for 8% Bonds, to be issued by July 6, 2021.

Mr. Oetting and Mr. Corbin presented a financial update for the BCHS project. A detailed timeline for the project to date was given, recapping the major milestones during each quarter, up to and including the passing of the GMP Amendment. The Value Engineering (VE) Log was provided to the CLOC members.

Mr. Oetting discussed the process for the initial budgeting of projects.

Mr. Barber agreed that when budgeting for a project, a manager needs to budget by discipline, however this might change as the project evolves. This is acceptable as long as a process is followed, and fund transfers are closely documented.

Mr. Warco commented that the CLOC Finance Sub-Committee will review the information presented at this meeting and will let Robert know if they have any questions.

Discussion ensued regarding facility short and long term planning and how to apply the lessons learned to the Referendum work over the next several years.

7. Mr. Corbin presented the Cash Flow vs Actual Expenditures slide. The cumulative total projected for the end of May 2021 was \$63.57 Million and the actual amount spent was \$60.25 Million.
8. Mr. Corbin presented the Community Outreach activities.
 - Coordinating a Community Review Meeting for RSIA, to be held in July 2021.
 - Coordinating a Groundbreaking Ceremony for BCHS, to occur in June or July 2021.
9. Mr. Barber reported that there are no updates for the Project or Communications Sub-Committees.
10. Mr. Warco reported that the Financial Sub-Committee reviewed and tested the 519 report for the previous month and there were no issues to address back to the District.
11. Mr. Barber discussed the CLOC Quarterly School Board Update that will take place on June 29, 2021. The update will follow the same format as last time. Mr. Barber will send the presentation to the CLOC members for feedback. All CLOC members are invited to attend the Board meeting.
12. Mr. Barber reported on the Forward Looking Items and Events.
 - RSIA Community Review Meeting to be scheduled in July 2021.
 - BCHS Groundbreaking Ceremony to be scheduled in June or July 2021.
13. Mr. Warco asked if the District is still confident that all items on the Referendum can be delivered, even with the escalation of material costs that has occurred. Mr. Oetting and Mr. Corbin responded that they are confident of this. Mr. Oetting stated further that RSIA is the largest project and once the GMP is locked in for RSIA, that just over 60% of the Referendum program will be under contract.

14. Mr. Barber advised the standard agenda items will stand for the next CLOC agenda, with an additional item to discuss the Board Update.
15. Mr. Geier reported that the principals of both RSIA and BCHS have been promoted to new leadership positions within BCSD. He also stated that the new administrators of both schools will be on-board with the construction projects at their schools.
16. Mr. Barber adjourned the meeting.