

Date: February 9, 2022

Purpose: Citizen-Led Oversight Committee (CLOC) Meeting

Location: Battery Creek High School Media Center and Zoom

Committee Members Attendees:

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

Beaufort County School District (BCSD) Representatives Present:

Robert Oetting, Alexander Marshall, Tim Summers, Jennifer Hamblin, Louis Ackerman, Freddie Lawton, Patricia Fidrych, Richard Geier, Carol Crutchfield, Tonya Crosby, Reggie Murphy, Ingrid Boatright, Melvin Campbell, William Smith

CBRE | Heery Attendees:

Robert Corbin, Mark Koll, Agustin Vargas, David Waggoner

Other Attendees:

Meeting Minutes

1. Prior to the meeting, a meeting agenda from the January 12, 2022 meeting were distributed to the committee members via email. Also distributed were the following documents: Meeting 26 Presentation; Referendum Projects 2019 Financial Summary; BCHS Financial Details; MRHS Addition Financial Details; RRA Additions Financial Details; RSIA Replacement 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 notified everyone that the draft meeting minutes from January 12, 2022 were not complete. These meeting minutes will be distributed for review and approval at a later date.
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. The electrical subcontractor is scheduled to complete punch list items on March 5, 2022. Site grading is now 99% complete. There are shipping delays on the playground access gates. The anticipated shipping dates have been requested. The new fire pump arrival date is the last week of March. The OSF Final inspection is now being scheduled to occur in May.

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 being reported under budget but with “yellow” traffic light for schedule concerns. Building D’s OSF inspection is scheduled for February 24, 2022. Move of staff and student will be postponed. The IT switch over occurred February 5, 2022. Most of the material for Building A has been received. Building H has complete wall tile and flooring. The shipping date for cafeteria flooring and furniture is scheduled to be on site on March 9, 2022. Building G2 addition structural steel is complete. Mechanical Electrical Plumbing (MEP) overhead is scheduled for mid-February. The light fixtures for the locker rooms are scheduled to arrive the week of February 7, 2022. The slab pour for site athletics has been rescheduled for the week of February 20, 2022 due to weather conditions. An unmarked water line was located under the future tennis courts that is being engineered for relocation. The new sewer line has been switched over. MB Kahn and Jumper Carter Sease continue to look for solutions for the Dominion Energy transformer that was reported last month to be a year out. Dominion Energy anticipates being able to provide and update prior to the end of March. The turf field is expected to arrive mid-April. The drainage system and rock has been installed. The milling of the asphalt for the track is complete. Paving for the track is scheduled to start mid- March. The scoreboard is expected to arrive in June.

Mr. Barber asked for clarification on what MEP is?

Mr. Marshall responded that MEP stands for Mechanical, Electrical, and Plumbing.

Mr. Barber asked what kind of tile is being used?

Mr. Marshall responded tile is MCT which stands for Marmoleum Composite Tile.

Mr. Barber asked who is being used for third party inspections?

Mr. Marshall responded that Engineering Consulting Services, LLC (ECS Southeast, LLC) is being used for third party inspections. ECS Southeast, LLC is supplementing their work force by using resources from Code Consulting & Inspection Services (CC&I).

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. Construction for this site has started. Rebar for Buildings A, B and C has been received. Foundations for Building C has begun and are scheduled to be complete February 18, 2022. The foundations for Building B are scheduled to be complete March 4, 2022. The foundations for Area A are scheduled to be complete March 25, 2022. Currently working on building pads for Buildings D and E. Beaufort Jasper Water & Sewer’s pre-construction meeting is scheduled for the week of February 20, 2022.

May River High School (MRHS) – QAP and AJAX

Mr. Marshall gave the report for MRHS, which is on schedule and under budget. Initial project kickoff discussion for Safety/Security and Athletics scopes have taken place with the designer and the construction manager. The designer is to confirm the design schedule in March. The advanced design for CATE Expansion is scheduled to commence in late 2022.

Mr. Barber asked Mr. Marshall for updated/feedback for the new Construction Manager AJAX Construction.

Mr. Marshall responded that he has not experienced anything negative with them so far.

Hilton Head Island Early Childhood Center (HHIECC) – SGA and TTC

Mr. Summers gave the report for HHIECC, which is under budget and on schedule. The project kickoff meeting took place in December 2021. There is a site visit with the designer and construction manager scheduled to take place in February 2022. The playground proposal has been submitted and is being reviewed.

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

Mr. Summers gave the report for HHIES, which is under budget and on schedule. The final commissioning of the Bi-Directional Amplifier by the Fire Department took place on January 3, 2022. The Cat6 cable termination and testing has been completed. The cutover for the new IT switches is being coordinated. Audio enhancement system equipment installation has begun.

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

Mr. Summers gave the report for HHISCA, which is under budget and on schedule. MB Kahn Amendment No. 52 for the remaining scope (mass notification system, security camera upgrades, IT cabling, servers, classroom in room sound, exterior lighting and fencing) was approved by the Board on January 18, 2022. The playground equipment has been delivered. Installation schedule for the playground equipment is being coordinated with Churchich Recreation and Design.

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

Mr. Summers gave the report for BLES and BLECC, which is under budget and on schedule. The final commissioning of the Bi-Directional Amplifier by the Fire Department took place on February 1, 2022. MB Kahn Amendment No. 50 for the remaining scope (mass notification system, security camera upgrades, IT cabling, servers, classroom in room sound, exterior lighting and fencing) was approved by the Board on January 18, 2022. Construction Documents for BLECC scope have been completed and reviewed. The Construction Manager, M.B. Kahn, is scheduled to provide the GMP Proposal by the end of February 2022.

Okatie Elementary School (OES) – SGA and TTC

Mr. Summers gave the report for OES, which is under budget and on schedule. The kickoff meeting took place in December 2021. The site visit with the Designer and the Construction Manager took place on February 9, 2022. The playground phase 2 proposal has been received and is being reviewed.

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

Mr. Summers reported on MCRES and MCRECC, which are on schedule and under budget. Construction of the MDF/IDF rooms is 95% complete. Door hardware was received in January 2022. MC Riley Elementary playground equipment punch list items have been corrected and reinspected. The closeout documents continue to be received and the final pay application has been requested. The proposal for MC Riley ECC playground equipment has been received and is being reviewed. The final review with the principal is being rescheduled. The Construction Documents for the remaining scope at MCES and MCRECC have been completed, the site walk through with AJAX Construction took place on February 2, 2022. The GMP Proposal from AJAX Construction is scheduled to be received in February 2022.

Red Cedar Elementary School (RCES) – RCA and CPPI

Mr. Summers reported on RCES, which is on schedule and under budget. The Project kickoff meeting is being scheduled to take place by the end of February 2022.

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

Mr. Summers reported on HHIMS, which is being reported with a “yellow” traffic light for on-going budget concerns. The GMP proposal for the Mobile Modular units required revisions to address OSF review comments. GMP proposal will include long-lead items for the main project. There is a final meeting to make sure that the review comments are included in the final drawings on February 21, 2022. Updated pricing has been rescheduled to be received from Thompson Turner Construction in February 2022.

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

Mr. Summers reported on HEMMS, which is on schedule and under budget. The final commissioning of the Bi-Directional Amplifier by the Fire Department took place on February 1, 2022. M.B. Kahn Amendment No. 51 for the remaining scope (mass notification system, security camera upgrades, IT cabling, servers, classroom in sound, exterior lighting, and fencing) was approved by the Board on January 18, 2022. Completion of the weight room equipment installation will occur when the remaining equipment arrives, prior to the end of February 2022.

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 delivery date for the new logos and lettering is still being determined. The track resurfacing is experiencing delays due to COVID illness and weather issues. The Construction Documents for the remaining Safety/Security and Technology/Infrastructure scopes have been reviewed and are scheduled to be issued for GMP Proposal pricing in February.

Bluffton High School (BLHS) – JCS and MBK

Mr. Summers reported on BLHS, which is under budget and on schedule. The turf field has been completed. Construction of the IT rooms are 90% complete. The cable tray and Bi-Directional Amplifier are scheduled to commence in Q1 2022. The design for the remaining Safety/Security and Technology/Infrastructure has progressed to 95% Construction Documents. M.B. Kahn Amendment No. 56 (Early Package Athletic Additions long lead time items) was approved by the Board on February 1, 2022. The GMP Proposal for the remaining athletic scope items has been received and is being evaluated.

Right Choices (RC) – LS3P and TTC

Mr. Koll reported on RC, which is on schedule and under budget. District and user training, punch list work, and demolition of the old camera systems is now completed. The closeout documents are now being submitted and are in the process of being reviewed by LS3P and the project manager.

Coosa Elementary School (CES) – LS3P and TTC

Mr. Koll reported on CES, which is on schedule and under budget. The final Technology/Infrastructure Construction Documents are experiencing a delay and are now scheduled to be issued in March. The GMP proposal pricing is scheduled to be received in March. Installation is scheduled to be completed in the fall of 2022.

Beaufort Middle School (BMS) – MPS/HGR and SGA/TTC

Mr. Koll reported on BMS, which is on schedule and under budget. The Bi-Directional Amplifier installation and final commissioning is now complete. The demolition associated with Athletics Phase 1 (concession building and football bleachers) is now completed. The final Construction Documents were issued in January. The OSF design review is scheduled for the week of February 20, 2022. The GMP proposal is scheduled to be received in Q1 2022, and installation is scheduled to be completed Fall 2022.

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

Mr. Koll reported on LIMS, which is on schedule and under budget. District and user training, punch list work, and demolition of the old camera systems is now completed. The closeout documents are now being submitted and are in the process of being reviewed by LS3P and the project manager.

Beaufort High School (BHS) – LS3P and TTC

Mr. Koll gave the report for BHS. The bleacher replacement seats with new graphics are now complete. The weight room is now complete with exception of the fire rated doors that were required by OSF inspector. An OSF final inspection is scheduled to occur in early March 2022. The delivery of the weight room equipment is scheduled to occur mid-February 2022.

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

Mr. Vargas reported on LIES, which is on schedule and under budget. Playground equipment installation is ongoing and is scheduled to be completed in March 2022. Technology/Infrastructure bid package has been submitted to AJAX for initial review. A walk-through was conducted with McMillan Pazdan Smith Architecture and AJAX. Based on the walk-through, McMillan Pazdan Smith is to revise their bid documents to align with the walk-through findings. The GMP proposal from AJAX Construction for Technology/Infrastructure bid package remains on schedule to be received in Q1 2022.

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

Mr. Vargas reported on SHES, which is on schedule and under budget. The playground equipment has encountered some delays, it is now scheduled to arrive in February. The Technology/Infrastructure bid package has now been issued to AJAX for initial review. A walk-through was conducted with AJAX, and McMillan Pazdan Smith is to revise the bid documents based on the findings of the walk-through. The GMP proposal from AJAX Construction for Technology/Infrastructure bid package remains on schedule to be received in Q1 2022.

Broad River Elementary School (BRES) - LS3P and TTC

Mr. Vargas reported on BRES, which is on schedule and under budget. The playground is scheduled to be completed in February. The bid documents for correcting the playground drainage issues are scheduled to be completed in March 2022. Technology/Infrastructure bid package is rescheduled to be issued to Thompson Turner Construction in February for GMP proposal pricing.

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

Mr. Vargas reported on JSES, which is on schedule and under budget. Playground has been completed. The Technology/Infrastructure bid packages have been issued to the Contract Manager, AJAX for initial review. A walk-through was conducted with AJAX. Rosenblum Coe Architects are to revise the bid documents based on the findings of the walk-through. The GMP proposal from AJAX Construction for Technology/Infrastructure bid package remains on schedule to be received in Q1 2022.

Davis Early Childhood Center (DECC) – RCA and CC

Mr. Vargas reported on DECC, which is on schedule and under budget. Technology/Infrastructure bid packages has been issued to the Construction Manager, AJAX for initial review. A walk-through was conducted with AJAX. Rosenblum Coe Architects are to revise the bid documents based on the findings of the walk-through. The GMP proposal from AJAX Construction for Technology/Infrastructure bid packages is scheduled to be received in Q4 2022 based on the Mid-Program Rest.

Whale Branch Elementary School (WBES) – RCA and CC

Mr. Vargas reported on WBES, which is on schedule and under budget. The electrical work associated with the emergency generator and lighting are 70% complete. The remaining work will commence after the new generator arrives in March 2022. Allied Universal has begun working on access controls and is scheduled to be complete in March 2022. The structured cabling Sub-Contractor work has begun and is scheduled to be complete in April 2022.

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 70% complete. The remaining electrical work will occur after the new generator arrives in March 2022. The remaining weight room equipment has arrived, and installation is scheduled to be completed in February. Allied Universal has begun working on access controls and is scheduled to be complete in April 2022. The structured cabling Sub-Contractor work has begun and is scheduled to be complete in May 2022.

Mr. Vargas also gave his feedback on working with AJAX. In his opinion they have been asking the right questions and that he feels confident in working with them.

6. Mr. Corbin presented the slide for the Project Closeout updates. Updates are noted in the "Comments" section. Three additional projects (RCES, MCRES, and HHIHS) are now reported complete. The 6 projects that remain in yellow are all down to one remaining closeout item.

7. Mr. Corbin presented the Financial Updates. Reports were distributed prior to the meeting, which included the Project Contingency Log. The Program Contingency figure that is being reported as the available budget is \$9,063,336. This figure reflects January's usage of \$2,614,621.

Mr. Barber asked if staff were comfortable with the current available program contingency balance.

Mr. Corbin responded that he is comfortable with the current available balance.

8. Mr. Corbin presented the Cash Flow vs Actual Expenditures slide. The total funds paid to date through January 2022 is \$98,996,729.

Mr. Barber asked about prior Bond sales.

Mr. Corbin responded with an explanation of the total Bond sales to date that equal \$205,000,000. First Bond sale occurred in April 2020 for \$75,000,000. Second Bond sale occurred in May 2021 for \$130,000,000.

Mr. Barber then asked Ms. Crosby what her thinking was for the next Bond sale.

Ms. Crosby responded that the Financial Advisor and Bond Council will present information to the Board at the March 25, 2022 workshop. Ms. Crosby hopes to get Board approval in April 2022 to be able to issue Bonds in May 2022 with final closing occurring in June 2022.

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

The review meeting with the HHIMS School Improvement Council (SIC) was held on February 8, 2022 at 5:00 pm.

Following the review meeting with the SIC, Project Manager will coordinate a Community meeting to take place as soon as possible. The Details will be provided as soon as this meeting gets scheduled.

Mr. Smith asked how often community outreach is performed.

Mr. Oetting responded that community outreach is mostly performed on the larger projects, when renovating an entire building, and who requested.

Ms. Flemming asked about the comprehensive communication outreach plan. Candace was supposed to be working on for the Sub-Committee to review and then pass along to the CLOC members, this will give a better understanding of all the outreach that is taking place and going to take place. This information has not been submitted and Ms. Flemming is having trouble contacting Candace.

Mr. Oetting responded that he would pass the information along to her.

10. Mr. Corbin presented the 2022 CLOC meeting dates. The new CLOC meeting dates are on the second Wednesday of each month.
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. Ms. Flemming Presented the CLOC Sub-Committee Reports/Updates. An email was sent out regarding the annual report and how many hours CLOC members have has spent doing CLOC related work. Ms. Flemming also mentioned that the District also needs to provide the Sub-Committee additional information previously requested. Mr. Corbin responded that he sent an email earlier today with the available information and if any more information was needed to please let him know.
13. Mr. Barber reported on the Project Sub-Committee update. The following are the sites that were visited by Mr. Barber and Mr. Dallas on January 31, 2022; Right Choices, Lady's Island Middle School, Battery Creek High School, and Whale Branch Middle School. The next sight visits are scheduled for February 14, 2022 from 2:00 pm-4:00 beginning pm at Bluffton High School and then going to Robert Smalls International Academy. The following site visits will be on March 7, 2022 from 3:00 pm – 5:00 pm at Beaufort Elementary School and Beaufort High School.
14. Forward looking Items include a comment from Mr. Barber that it was time to do a Board update. Mr. Corbin replied that in the past this has been done in March. Mr. Barber noted that he would want Ms. Flemming to have the annual report to present by March 15, 2022. Ms. Flemming agreed to have the report ready. Mr. Corbin requested to have the reports on the Thursday of the week prior to the meet so that it can be turned in Molly and Robin with the Board Services. The next CLOC meeting will be held at Bluffton High School.
15. Mr. Barber discussed the next meeting agenda. Mr. Corbin suggested to remove the 2022 CLOC meeting dates and to add the quarterly Board update. Mr. Barber approved the agenda.
16. Mr. Barber adjourned the meeting.