

Date: May 12, 2022

Purpose: Citizen-Led Oversight Committee (CLOC) Meeting

Location: District Educational Support Center (Tech Lab)

Committee Members Attendees:

Ted Barber (Chair), Ray Warco, Richard Tritschler, Carlton Dallas

Beaufort County School District (BCSD) Representatives Present:

Robert Oetting, Freddie Lawton, Patricia Fidrych, Carol Crutchfield, Richard Geier, Louis Ackerman, Dr. Francisco Rodriguez, Candace Bruder-Brasseur, Jennifer Hamblin

CBRE | Heery Attendees:

Robert Corbin, Agustin Vargas, Mark Koll, David Waggoner

Other Attendees:

Meeting Minutes

1. Prior to the meeting, a meeting agenda and draft minutes from the April 20, 2022 meeting were distributed to the committee members via email. Also distributed were the following documents: Meeting 29 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 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 April 20, 2022 meeting. A motion to approve the minutes was made by Ted Barber and seconded by Carlton Dallas. 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. Corbin reported on BES, which is under budget and on schedule. H.G. Reynolds passed the final OSF inspection on May 10, 2022. The remaining punchlist items are being addressed. Currently waiting for shipping dates for panel board covers and access gates.

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 being reported under budget but with a “yellow” traffic light due to material shipping delays. Currently working on the completion of Building B1 (Front Office/Lecture Room), Building G2 (two-story addition) and the Field House. These are scheduled to be substantially complete by this summer.

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

Mr. Corbin gave the report for RSIA, which is being reported under budget but with a “yellow” traffic light due to delays with the electrical switchgear. The lead time for the switch gear is more than twelve months. RSIA has a lot of activity going on with good progress occurring with foundations, slabs, masonry and structural steel.

Okatie Elementary School (OES) – SGA|NarmourWright Design (SGA|NW) and Thompson Turner Construction (TTC)

Mr. Corbin gave the report for OES, which is under budget and on schedule. The Design Schedule is being finalized with SGA|NW. Currently working on the scope validation. The playground Phase 2 proposal has been received and the purchase order has been issued.

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

Mr. Corbin reported on MCRES and MCRECC, which are on schedule and under budget. The GMP proposal from Ajax for the remaining Technology/Infrastructure bid package were received on May 10, 2022 and are in the process of being evaluated.

May River High School (MRHS) – Quackenbush Architects and Planners, LLC (QAP) and Ajax

Mr. Corbin gave the report for MRHS, which is on schedule and under budget. The QAP fee Amendment request was received, reviewed, and approved. The DD's are scheduled for completion in May 2022 for OSF to begin review.

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

Mr. Corbin gave the report for HHIECC, which is under budget and on schedule. The design schedule has been finalized. Construction Documents are scheduled to be received in Q4 2022 for GMP pricing. The playground purchase order for Churchich has been initiated. TTC Amendment No. 03 for the playground concrete work has been issued and is being routed for signatures.

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

Mr. Corbin gave the report for HHIES, which is under budget and on schedule. The commissioning for the new technology system is scheduled to occur May 2022.

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

Mr. Corbin gave the report for HHISCA, which is under budget and on schedule. The playground equipment installation is complete. Correction of the punch list items has begun. Technology/Infrastructure scope is scheduled to be complete in Q3 2022.

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

Mr. Corbin gave the report for BLES and BLECC, which is under budget and on schedule. BLES Technology/Infrastructure scope has been complete. The cut over is scheduled to occur in Q2 2022. MBK is scheduled to provide the GMP proposal for BLECC Safety/Security and Technology/Infrastructure that is to be received in Q2 2022.

Red Cedar Elementary School (RCES) – RCA and Charles Perry Partners, Inc. (CPPI)

Mr. Corbin reported on RCES, which is on schedule and under budget. Safety/Security and Technology/Infrastructure Schematic Designs are scheduled to be received in June 2022. The Construction Documents are scheduled to be complete in Q4 2022.

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

Mr. Corbin reported on HHIMS, which has a “yellow” traffic light for on-going budget concerns. The initial GMP proposal from TTC has been received and reviewed. A recommendation is scheduled to be brought to the May 17, 2022 Board meeting.

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

Mr. Corbin reported on HEMMS, which is on schedule and under budget. Technology/Infrastructure scope is complete. The cut over is scheduled to occur in Q2 2022. The remaining weight room equipment has been received and the installation is being coordinated.

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

Mr. Corbin reported on HHIHS, which is under budget and on schedule. The Athletics Phase 2A turf field is 90% complete. Waiting for the athletic director to provide a 5-day window to complete work. The GMP proposal for the Athletics 2B scope has been received and reviewed; MBK is working to provide a revised GMP proposal. Mr. Corbin made a correction to the second bullet from the bottom (Slide 24). The Construction Documents for the remaining Safety/Security scope are scheduled to be received in Q2 2022 for pricing by MBK.

Bluffton High School (BLHS) – JCS and MBK

Mr. Corbin reported on BLHS, which is under budget and on schedule. The construction of the IT rooms are 95% complete. The cable tray and BDA Radio Reception are scheduled to commence the summer of 2022. The remaining Safety/Security and Technology/Infrastructure GMP proposal was approved by the Board at the May 3, 2022 Board meeting. The permits for the town of Bluffton for breaking ground were received. The MBK preconstruction meeting has occurred.

Coosa Elementary School (CES) – LS3P and TTC

Mr. Koll reported on CES, which is on schedule and under budget. The GMP proposal was received on May 4, 2022 and is being reviewed. Construction is scheduled to begin in summer of 2022.

Mossy Oaks Elementary School (MOES) – QAP and TTC

Mr. Koll reported on MOES, which is on schedule and under budget. The Schematic Designs were issued on April 1, 2022 and are pending OSF review. The Phase 1 GMP proposal is scheduled to be received in May 2022. The remaining design documents are scheduled to be received in summer of 2022. The playground PO has been issued and the construction is scheduled to begin in summer of 2022.

Port Royal Elementary School (PRES) – RCA and Ajax

Mr. Koll reported on PRES, which is on schedule and under budget. The Construction Documents are scheduled to be received in June 2022. Construction is scheduled to be started in September 2022. The playground proposal has been received; PO has been issued with construction scheduled to be completed by August 2022.

Pritchardville Elementary School (PVES) – JCS and TTC

Mr. Koll reported on PVES, which is on schedule and under budget. The playground PO has been issued to Churchich Recreation. The playground equipment order has been placed. Safety/Security and Technology/Infrastructure design work is scheduled to be begin in summer of 2022, with completion in Fall 2022. Construction is scheduled to begin Q1 2023.

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

Mr. Koll reported on BMS, which is on schedule and under budget. The GMP proposal has been received and is being reviewed. Currently working to resolve and incorporate comments from OSF for Athletics into the GMP proposal. Construction is scheduled to begin in summer 2022.

Beaufort High School (BHS) – LS3P and TTC

Mr. Koll gave the report for BHS, which is on schedule and under budget. The construction of the wrestling and weight room addition is now complete. Closeout documents are being submitted. The Technology/Infrastructure construction continues with the completion scheduled to occur in Q2 2022.

Whale Branch Early College High School (WBECHS) – QAP and CPPI

Mr. Koll gave the report for WBECHS, which is on schedule and under budget. The Phase 1 Schematic Design was issued in April 2022, currently waiting for OSF review.

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 70% complete, with completion scheduled to occur in May 2022. The GMP pricing for the Safety/Security and Technology/Infrastructure scope is scheduled to be received in May 2022. The construction is scheduled to begin in summer 2022.

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

Mr. Vargas reported on SHES, which is on schedule and under budget. The GMP pricing for the Safety/Security and Technology/Infrastructure scope is scheduled to be received in May 2022. The construction is scheduled to begin in summer 2022.

Broad River Elementary School (BRES) - LS3P and TTC

Mr. Vargas reported on BRES, which is on schedule and under budget. The TTC Amendment No. 04 for the BRES turf field and drainage improvements has been executed. The new shipment date for the emergency generator is to be determined. The coordination panels have been received on site. The GMP pricing for Safety/Security and Technology/Infrastructure scope has been received and is being evaluated. Installation is scheduled to begin on June 2022.

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

Mr. Vargas reported on JSES, which is on schedule and under budget. The GMP pricing for the Safety/Security and Technology/Infrastructure scope is scheduled to be received in May 2022. The construction is scheduled to begin in summer 2022.

Davis Early Childhood Center (DECC) – RCA and CC/Ajax

Mr. Vargas reported on DECC, which is on schedule and under budget. The GMP pricing for the Safety/Security and Technology/Infrastructure scope is scheduled to be received in May 2022. The mid program reset has the funding scheduled to be released in Q4 2022. Availability of funding to allow work to commence in summer 2022 is being investigated.

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 85% complete. The access control scope continues to make progress, with scheduled completion in Q2 2022. The structured cabling is scheduled for completion in Q2 2022. The audio systems have been ordered and the shipping date is pending.

Whale Branch Middle School (WBMS) – RCA and CC

Mr. Vargas reported on WBMS, which is on schedule and under budget. The electrical work associated with the emergency generator and lighting are 90% complete. The access control scope continues to make progress, with scheduled completion in Q2 2022. The structured cabling is scheduled for completion in Q2 2022. The audio systems have been ordered and the shipping date is pending.

Bluffton Middle School (BLMS) – SGA|NW and TTC

Mr. Vargas reported on BLMS, which is on schedule and under budget. The kickoff with SGA|NW occurred in April 2022. The design schedule and scope validation report walk through occurred on May 12, 2022.

6. Mr. Corbin presented the slide for the Project Closeout updates. Updates are noted in the “Comments” section. The six that have yellow traffic lights require final payment. The final pay applications have been approved by the Project Manager, are being routed for payment.
7. Mr. Corbin presented the Financial Updates. Reports were distributed prior to the meeting, which included the Project Contingency Log. The 519 report has been handed out. Project level transfers to Program Contingency in April totaled \$37,365. Program Contingency used in April totaled \$37,365. The available Project Contingency budget is \$8,445,388.
8. Mr. Corbin presented the Cash Flow vs Actual Expenditures slide. The total funds paid to date through April 2022 is \$122,991,100.
9. Mr. Corbin presented a recap for the Community Outreach activities.

The community meeting at Hilton Head Island School for Creative Arts occurred on April 28, 2022. The community meeting at Hilton Head Island Elementary took place on May 12, 2022. Currently coordinating the community meeting at the Hilton Head Island Boys and Girls Club. The community outreach meeting for Hilton Head Island High School with staff has been scheduled for May 17, 2022 at 7:15 am. The School Improvement Council meeting at Hilton Head High School has been scheduled to occur on May 19, 2022 at 6:00pm.

10. Mr. Corbin discussed future site visits for CLOC Members.

11. Mr. Warco presented the monthly report for the CLOC Finance Sub-Committee. The CLOC Finance Sub-Committee reviewed and performed customary testing for the March 31, 2022 Referendum Projects Financial Summary and had no issues with the data received.

Mr. Warco shared that there are four (4) main questions coming out of the CLOC Finance Sub-Committee.

Question #1: Can funding information related to Bond Referendum Question 1 (Voter approval of \$290,555,000 for Safety/Security, Technology/Infrastructure, Additions at MRHS and RRA, Replacement Bldg. for RSIA, Renovations at BES, HHIMS and BCHS) and Question 2 (Voter approval of \$54,055,000 for Career and Tech Education expansions at BCHS and MRHS, Design work for renovations at HHIHS, Athletic improvements at Middle and High Schools, and Playgrounds at Early Childhood, Elementary and PreK-8 Schools) be added to the monthly Referendum Projects Financial Summary?

Mr. Warco indicated that Mr. Corbin had covered this earlier in today's meeting. This detail is still being worked on and Mr. Ackerman will provide this to the CLOC members as soon as possible.

Question #2: Is it possible to receive a forecasted plan on how Program Contingency will be used going forward?

Mr. Corbin responded that this level of detail is being included in the Mid-Program Reset, Version 2.0. This detail will be provided after the analysis is completed.

Question #3: Will the County Impact Fees have any effect on items the District previously has budgeted such as the Referendum?

Mr. Oetting responded no.

Question #4: Will Bond Premiums (additional funds resulting from the sale of the Referendum Bonds) have any effect on what the CLOC monitors?

Mr. Geier responded that the Bond Premiums should not have any effect on what the CLOC monitors.

Please note that Mr. Geier's response was based on previously received data from the 2021 Mid-Program Reset that indicated that no additional funds were necessary to complete the remaining scopes. The Mid-Program Reset, Version 2.0, needs to be completed to determine if this is still the case.

12. Mr. Barber reported on the Project Committee update. Communication Plan will be presented in detail at the July 13, 2022 meeting. Mrs. Crutchfield explained the details of the Facilities Master Plan Booklet.

13. Mr. Barber discussed the next meeting agenda. The next CLOC meeting will remain on June 8, 2022 depending on the Board meeting schedule.
14. Mr. Barber adjourned the meeting.