



# Roanoke County Public Schools Construction Committee

ROANOKE, VIRGINIA

Roanoke County Schools Administration Building  
Central Board Room  
November 14, 2016  
12:00 p.m.

**Members Present:** Jerry Canada, Mike Wray, Tim Greenway, Don Butzer, George Assaid, Ken Nicely, Dennis Epperly, Dexter Hurt, Chris Lowe, Susan Peterson, Dr. Greg Killough, Jason Moretz, Penny Hodge, Lenora Downing and Jeff Terry.

**Also Present:** Angela Roberson

**Absent:** None

The Construction Committee meeting was called to order at 12:02 p.m. in the Central Board Room by George Assaid.

## **Minutes**

There were no changes to the minutes. Mr. Moretz made a motion to approve. Mr. Wray seconded. Minutes were approved unanimously.

## **Reserves Report**

Mrs. Hodge shared the reserves report from 11/04/2016 for minor and major capital. The allocation of the fiscal year 16 year-end balance was noted. This was the only action that occurred since the last construction meeting.

## **CIP 2017-2027 Planning**

A Power Point on the CIP was shared and discussed. Ms. Hodge and Mr. Assaid covered the development of the CIP, a preliminary list and what will happen next. The first component was the prior year CIP. Second was the Facility and Demographic Study. Third the Principal's Request, fourth the Stonebridge Park Study and finally the William Byrd Study. All of these components make up this CIP. Roughly looking at \$62 million for funding for the 10 year span not including Cave Spring High School. Staff is also looking at the CMP that includes the prior year CMP, the Facilities Study and the Principals' Requests. CMP are generally projects under \$500,000 and may not reach the level to be added to the CIP. CIP is generally \$500,000 and above for a single project. Between now and end of year we need to decide on projects after Cave Spring. With WBHS being first in line. This is just a plan and can be reordered in future years if there is a shift in priorities or needs, something we didn't anticipate. We will look at safety and security first, then maintaining our existing buildings and protecting them and keeping them in good working order. Third we are looking at the shared HR and Payroll system with the county that is still an investment coming up in next few years. We have the breakdown and timeline and more information will be coming for you to review before the next construction meeting.

## **Cave Spring High School Update**

Spectrum Design is still in the programming phase of the project. We will be meeting once again with the Instructional Director and Principal to finalize the proposed facility program. After the programming meeting, we will be discussing schematic design options with the Architect. A community meeting is also being facilitated at this time.

## **Facility Study Update – Phase 2**

On November 1<sup>st</sup>, we received a draft copy of the OWPR facility study. The draft report requires completion but we have been able to extract which projects would qualify to be included in the 2018-2027 CIP. We are expecting the final

report to be delivered by November 18<sup>th</sup>. Once received, we will confirm the CIP projects, develop project costs, and do a comprehensive review of potential projects to be included in the CMP.

### **Stonebridge Park Study**

Caldwell White Associates (CWA) was hired to develop a master plan incorporating Stonebridge Park as a possible property for William Byrd High School to utilize for sports and recreational uses. On October 12, WBHS staff met with CWA and discussed current athletic conditions and future needs. Staff reviewed multiple concepts and made recommendations to Caldwell White to pursue a more detailed drawing and cost implications for that design. The county wanted to have access to anything we build at Stonebridge and they would possibly like to possibly acquire the BCAT fields. Final comment from them was they wanted to make sure the walking trails remain or relocated. Mr. Greenway asked if we could keep the projects separate. Ms. Hodge said yes we could and leave it open for future discussion as we get further along and then decide if they stand on their own together.

### **Principal's Minor Capital Requests**

The Principal's minor capital requests were provided along with a summary sheet of the requests. We need to confirm with the principals at Glenvar and Byrd Middle to make sure they do want to include the AC in the gyms on their list.

### **WBHS Pepsi Grant Expenditures**

On 12/10/15, the Construction Committee approved \$30,000 in funding for A&E for the William Byrd High locker room renovation. The funds were allocated from school accounts (\$10,000), WBHS Pepsi funds (\$17,814), and minor capital (\$2,186). The School Board appropriated these funds at a regular board meeting later that night. Subsequent to the appropriation, staff was informed that the Principal intended to use the Pepsi funds for another project and alternative funding was identified from within the general maintenance accounts. This item is a request to affirm the allocation of general maintenance funds for the WBHS locker room project. Mr. Canada made the motion to approve. Mr. Moretz seconded and the motion carried.

### **William Byrd High School Locker Room Project/Change Orders**

The WBHS Locker Room Project is 95% complete. Work remaining to complete the project is the completion of installing lockers that were missing during the initial shipment. Expected shipping date is 11/27. Installation of the new fire panel and smoke alarms, and the completion of wall repairs are expected to be completed this week.

Punch lists have been addressed and will be reviewed by the architect and RCPS staff once the remaining items are completed.

There are no proposed change orders from the contractor that require additional funding. Other WBHS projects that RCPS staff is working on include the washer/dryer for the new laundry room, bleachers for the main gym, and gym wall pads.

Additional discussion included a budget shortfall for the installation of new door and hardware in the amount of \$6,094.10, and water fountains in the gymnasium in the amount of \$1,860. Staff requested that the Construction Committee ask the School Board to approve the allocation of an additional \$7,954.10 from minor capital reserves to cover the costs for the purchase and installation of the gym door hardware and the installation of the new gym water fountain. Mr. Greenway made the motion to approve. Mr. Canada seconded and the motion carried.

### **2015 LED Pilot Project Discussion**

At the May 14th, 2015 Board Meeting, Glen Cove ES was identified as the location for the LED lighting project pilot. The pilot was to convert the existing T8 fluorescent bulbs to LED bulbs. At the July 9th, 2015 Construction Meeting under Project Updates, the Construction Committee chairman indicated that Glenvar ES was a good option as to where to pilot could be performed. Subsequently, the LED lighting project pilot was performed at Glenvar ES.

As a matter of housekeeping, staff requested that the Construction Committee approve a recommendation to the School Board to authorize the LED lighting project pilot change from the May 14, 2015 School Board approved location

of Glen Cove ES to Glenvar ES. Mr. Canada made the motion to approve. Mr. Greenway seconded and the motion carried.

### **Upgrade of Remaining HVAC Controls at Burlington ES**

The original scope of the Burlington HVAC project was to replace the steam boilers and its related HVAC equipment and controls. As the project moved further into this process of upgrading the existing HVAC software and hardware controls, staff received a price to completely upgrade all the HVAC controls at Burlington ES. It was brought to our attention that this would save an estimated \$7,000 dollars to complete this work at this time versus later transitioning the older unsupported HVAC controls to our new system. This additional work will include all the HVAC systems attached to the hot water boiler and the remaining standalone HVAC equipment located on site.

Staff recommends that \$17,114 be used from the existing Burlington Elementary HVAC project to cover this software and hardware upgrade of existing HVAC units at Burlington ES. This was a scope change request, not additional money. Mr. Canada made the motion to approve and Mr. Greenway seconded. The motion carried.

### **Glenvar High School Project Update**

Staff presented three change orders before Construction Committee for consideration. The first is a change order to cover additional asbestos removal in the amount of \$34,450.79; second is a change to remove asbestos containing boiler brick; third is for the lowering of an existing manhole to meet grade.

It was noted that there is no contingency funding available for these requests. Staff recommended that the three proposals, totaling \$48,257.86 be funded through Minor Capital Reserves.

The issue of the Cafeteria and Science room floors is still unresolved. At this time there is still a difference of opinion between the architect and the contractor as to what the expectations are for the performance of the floors finish is and the quality of work that was performed.

Staff recommended referral to Reed Smith for review and guidance. It was also requested that we need to confer with our attorney about how to prevent a company from lowballing the Schools and then change order us to death. Mr. Butzer made the motion to approve the change orders with Mr. Moretz seconding and the motion carried. Committee also was in agreement for the staff to refer the above issue on the flooring to Reed Smith for guidance.

### **Other Business**

We received our report for the Mennel Milling Property. One phase would be an option to move the Cave Spring Bus Lot. The second was to move the Transportation Department from Salem to this lot as well. Our consulting engineer does not recommend that we pursue this site because of storm water management issues and the need to discharge water onto NS right-of-way. Recommendation is to not pursue at this time. It may be possible to just use front portion just for the Cave Spring Bus Lot phase but doubtful Mennel will sell just that because it would land lock his other property. We are looking at some other site options that we will bring before the committee. Because due diligence period is up we need to see if Mennel will consider the one parcel. If he is open to this we can extend due diligence period to see viability for the bus lot only to move here as we gather more information on the other property options.

Mr. Greenway asked if we had cameras at all entrance and exit doors. Staff responded that we have cameras at all entrances. With the WBHS locker room project a new entrance was created but no camera was installed. It was requested that Staff evaluate the need for an additional camera at this entrance and bring it back to committee at the next meeting.

Mr. Canada thanked everyone for the gifts, cards and thoughts during his recent surgery. He also asked that we remember Kathy Sullivan who just passed away. Long time school board member from Botetourt County that just passed away. Ms. Roberson will take care of sending something from Dr. Killough and the Roanoke County School Board.

With no further business, Mr. Assaid adjourned the meeting at 1:34pm.

Respectfully submitted,  
Lenora S. Downing  
Operations Coordinator