

CONSTRUCTION COMMITTEE MEETING
Roanoke County Schools Administration Building
Room "E"
September 6, 2016
12:00 p.m.

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

Also Present: Lenora Downing, Angela Roberson, Steve Spangler, Chris Venable (Spectrum), David Bandy (Spectrum), Nathan Harper (Spectrum)

Absent: Jason Moretz, Penny Hodge

The Construction Committee meeting was called to order at 12:00 p.m. in Room "E" by George Assaid.

Reserves Report

Mr. Assaid and Ms. Peterson shared the attached Reserves Report.

William Byrd High School/Stonebridge Park

Mr. Wray, Mr. Greenway, Dr. Killough, Mr. Assaid, Mr. Gates, Mr. Blount, Mr. Light, and Mr. Caywood met to discuss if Roanoke County had interest in conveying Stonebridge Park to Roanoke County Schools. The purpose of the request is to provide the school district with additional developable property for athletic fields for William Byrd High and Middle Schools and property for potential relocation of the Vinton bus lot. Roanoke County administration indicated they are amenable to the request if RCPS would agree to provide a platted 20' greenway easement for the existing greenway and allow shared access and use to new facilities. Discussion was heard about the need to develop a master plan for the use of the property. An estimated cost to have surveying and preliminary drawings prepared is approximately \$30,000. Roanoke County administration asked if RCPS would consider conveying the ball fields at BCAT to the County.

Motion was made by Mr. Greenway and seconded by Mr. Canada and passed unanimously to appropriate \$30,000 to have the surveying and preliminary drawings prepared. This recommendation from Committee will be sent to the School Board for their next meeting.

Facility Study Update

OWPR, the vendor preparing the Facility Study, will begin surveying the facilities on September 8th. The delay in the study was a result of OWPR having difficulty meeting the revised RCPS insurance requirements. OWPR has agreed to have a draft of the study to RCPS by October 31st, the approximate date they would have provided the report without the delay.

Future Minor Capital Projects Update

We are currently evaluating the Minor Capital Requests submitted by each school within Roanoke County. Each school is being visited to clarify vague requests and to evaluate the requests and their merit. A preliminary list was shared with the committee. The list and estimates are about 60% complete. We will have recommendations for the committee for the School Board's November meeting.

Cave Spring High School Additions and Renovations Update

Spectrum Design presented a Cave Spring High School Renovations and Additions Capacity Study (dated September 2, 2016). They provided and discussed in details the results from their initial scope and cost study, which included the following:

- A 1,000 student prototypical school;
- A 1,200 student prototypical school;
- A new competitive 1800 seat gymnasium and classrooms designed to accommodate 1200 pupils;
- A new competitive 1800 seat gymnasium and classrooms designed to accommodate 1000 pupils;
- A new auxiliary gym with expansion capabilities and classrooms designed to accommodate 1200 pupils;
- A new auxiliary gym with expansion capabilities and classrooms designed to accommodate 1000 pupils.

We wanted to look at options for both 1000 and 1200 student classroom capacities.

Gym Discussion:

- Build new auxiliary gym. Take current auxiliary gym and renovate to cafeteria. If we do this it would be designed in such a way that we could then in a few years expand that auxiliary gym into a competition gym and make current main gym into the auxiliary gym.
- Go ahead now and turn main gym into auxiliary gym and build the new competition gym immediately. What would it cost at the 1000 student level or 1200 student level.

Classroom size Discussion:

- Go with standard state minimums for the proposal – 700 square feet. That is comparable to what was decided at Northside and Cave Spring Middle. Glenvar’s new classrooms were designed slightly larger. Spectrum Design reviewed a 700 square feet classroom floor plan that shows how 25 students fit within the space. Adding an additional 50 square feet can provide for up to 30 students.

Discussion was heard about William Byrd High School and a request to complete the capital needs at that school. Based on the direction of the discussion, a motion was made by Mr. Greenway and seconded by Mr. Butzer to develop an RFP to solicit design professionals to define the scope of needs to complete the schools renovations and to provide costs for a prospective WBHS project. Mr. Assaid indicated this information could be included in the next CIP. The motion passed unanimously.

This information along with the CSHS renovations and other potential projects, needs to be discussed at the November Construction Committee meeting to decide how we will proceed to get these projects completed and paid for. We have committed 2 million to date regarding Cave Spring. In the next month Spectrum will begin the program design with schematic designs to follow. This will all be received and discussed at the November construction meeting. Spectrum will send their fee proposal to George. Spectrum will meet immediately with Steve Spangler to begin the gathering programming information with his staff and instructional coordinators.

William Byrd High School Change Request

F&S Building Innovations, Inc. has requested approval for three Change Order Proposals (COP’s) for the William Byrd High School Locker Room Renovation. Two of these requests were asked for by school staff.

COP#3	Repair, demo & installation of concrete floor in Area “B”	\$54,373.00
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COP#4	Add an intercom in the adjoining Marketing classroom.	\$ 324.00
COP#5	Add custodial mop sink to the corner of the laundry room	\$ 2,443.00

COP #4 & #5 were requested by WBHS Staff. The current Marketing classroom does not have an intercom. F&S is providing these intercoms in the renovated areas and can provide it for the Marketing classroom as well. As part of the locker room renovation, the custodians lost a mop sink on the back end of the school and would have to go to the front of the gymnasium to access a mop sink and then travel back to the rear to commence work. The laundry room is the most accessible area for the custodians and the room is not completed yet allowing the addition of the mop sink with minimal disruption.

Current funding available for the Locker Room Renovation Project: \$213,914.32

The remaining balance for the WBHS Locker Room Renovation Project would be \$156,774.32 if all three proposals are approved.

RRMM & RCPS Staff has reviewed the change order proposals, back up paperwork and recommends approval of all three for the total amount of \$57,140.00.

Mr. Wray made the motion to approve as presented. Mr. Butzer seconded. Motion passed unanimously. This recommendation from Committee will be sent to the School Board for their next meeting.

William Byrd High School Project Update

Area "B" (Completion 9/12/2016)

Lockers are currently being installed. (8/31)
 Heating/air units currently being installed (8/31)
 Doors currently being installed (8/31)
 Toilet/sink fixtures currently being installed (8/31)
 Ceiling tile currently being installed (8/31)
 Paint ongoing (8/31)
 Partitions begin on Tuesday 9/6
 Punch Lists begins on Tuesday 9/6

Resinous flooring completed.
 Sprinklers completed.
 Mirrors installed.
 Ceiling grid completed.

Area "C" (Completion 10/3/2016)

Resinous flooring currently being installed (8/31)
 Paint ongoing (8/31)
 Installation of toilet/sink fixtures begins 9/13
 Installation of lockers begin Tuesday 9/13
 Ceiling grid completed.
 Sprinklers completed.

William Byrd High School Request List

WBHS Staff has requested that the remaining funds from the Locker Room Renovation project be allocated to meet other needs at the school. The list of requests, priority of the requests and anticipated budgets for each request are as follows:

Priority

Request Item

Budget

1	Replace Gym Bleachers – BIDS DUE 9/1	\$ 105,000.00
2	Commercial Washer & Dryer – AWAITING QUOTES	\$ 13,000.00
3	Wall Pads – LOW QUOTE	\$ 14,184.00
4	Refinished Gym Doors w/New Hardware – AWAITING QUOTES	\$ 15,000.00
5	2 new water coolers with bottle option (floor is rotted out) -	\$ 3,000.00
Total Anticipated Budget for Project Requests		\$ 150,184.00

Currently the remaining balance if the three previous change order proposals were approved) in the WBHS Locker Room Renovation budget is approximately \$156,774.32.

Mr. Greenway made the motion to approve, Mr. Canada seconded. Motion passed unanimously. This recommendation from Committee will be sent to the School Board for their next meeting.

Glenvar High School Project Update

On Tuesday 8/17/2016, Mr. Butzer, Dr. Killough, Mr. Assaid & Mr. Lowe met with Branch and Spectrum to discuss the concern with the workmanship and results of the polished concrete floors in the Cafeteria and Science rooms. As a result of this meeting Spectrum sent a letter to Branch requesting that the project be closed out. Spectrum noted that no punch list items remain but Branch shall continue to address warranty issues as they arise. Spectrum also listed the items that need to be addressed by Branch in order to finalize the contract.

Spectrum also noted that in order to address any remaining change order proposals by Branch, then additional paperwork backing up their claims are needed.

Also, Spectrum informed Branch that finish specified for the polished concrete floors in the Cafeteria and Science rooms was unacceptable. Spectrum questioned whether the correct product was used and requested proof from the installer. Spectrum also requested that Branch provide a plan of action to repair the floor under the warranty.

Branch has requested all but \$20,000 of the \$1.2 million in retainage. This was denied.

Spectrum requested from Branch an anticipated timeline for the Final Project Completion that addresses these remaining issues. Branch has until 9/15/2016 to respond.

Items that remained that RCPS were responsible for:

- Band Equipment – Completed
- Picnic Tables – Completed
- Electric for Backboards – Completed
- Parking Lot striping – Completed
- Swipe Relocations – Equipment Ordered
- Stage Curtains – Bids due end of September
- Rigging/Valances – Bids due end of September
- Lumber (Football Building) – Completed
- Lumber (Theater) – Completed

WBHS, WEC, GCES – Interior Updates

WBHS Security Improvements

- a. Sliding glass for attendance: Complete
- b. Mullions & hardware: Ordered (Installed by 9/13)
- c. Swipe/controller: Ordered (Will install once mullions are installed)

PFES has also been added to the list but for hardware only.

W.E. Cundiff & Glen Cove Elementary Classroom Security Improvements

Jones and Jones Architect has been chosen and is beginning the design work for the two schools. Once the design work is complete (approximately 4 weeks), we will submit the plans to the County for review and then bid the projects. Once bids are received and a general contractor is selected, we plan to schedule work for after school hours and on weekends to keep from interfering with instruction.

School Plaques Dedication

At a July meeting it was requested that the money allocated for changing multiple school's dedication plaques, in order to add the Principal's name, be reallocated into the Glenvar High School contingency where it originated from. The remaining funds after the Glenvar plaque was changed is \$4,489.01.

Mr. Canada made the motion, Mr. Greenway seconded. The motion passed unanimously.

Mowing Discussion

The Committee was provided with a list of all fields that Roanoke County Parks and Recreation maintains. Staff is currently reviewing the mowing, trimming, weeding, and outside upkeep plan in an effort to determine a maintenance plan for all RCPS school grounds and athletic field facilities. At a future meeting, we will bring options to address concerns and provide recommendations moving forward. Under this discussion the topic moved to include interior needs.

Mr. Butzer made a motion and Mr. Greenway seconded that we immediately stop moving forward with our previous expansion plans in using a vendor on grounds or interior upkeep. The Facilities and Operations Department will review and bring back options. The motion passed unanimously.

CSHS Future Bus Lot

On August 25, 2016, the Roanoke County School Board approved a Purchase and Sale Agreement with The Mennel Milling Company of Virginia, Inc. The property is located approximately 2 miles from Cave Spring High School and is comprised of three parcels with a total acreage of 6.23 acres. A 43,000 square feet building also resides on the properties.

The Purchase and Sale Agreement provides the School Board with a 90 day due diligence period which will include but not be limited to title and survey examination, research of permits, zoning review, and the investigation of environmental factors which may affect the property.

The total purchase price for the real property is \$735,000. Funding for the remaining \$730,000 will be brought before the Board after we have completed our due diligence. We have contracted with ECS to complete the Phase 1 portion of the study. This study should be available by the November Construction Meeting for discussion. The due diligence will include the possibility of consolidating RCPS Salem Facilities to the same location.

Miscellaneous Projects Update

Cave Spring Middle School Flashing Lights

Applications to VDOT have been submitted and are currently being reviewed.

Quotes for the signage and flashing lights have been received and a purchase order has been issued.

Once VDOT provides the approval letter, the signage and lights will be ordered and installation will begin shortly after.

Green Valley Elementary School Flashing Lights

VDOT is completing their traffic study in order to provide the necessary recommendations on signage locations and speed limits. Once VDOT provides that information the applications can be signed and formally submitted. Quotes for the signage and flashing lights have been received. Once the recommendations from VDOT are received, the signs and lights purchase order can be issued and the project can proceed.

Construction Committee Bylaws – Information Update

A first draft of bylaws for the committee was shared. You may return feedback at any time and we will compile for discussion at the October Construction Committee meeting. One item noted was under Article 6 – Meetings to remove the sentence to vote electronically or by written proxy.

George Assaid adjourned the meeting at 2:10pm.

Respectfully submitted,

Lenora S. Downing
Operations Coordinator