

CONSTRUCTION COMMITTEE MEETING
Roanoke County Schools Administration Building
Room "E"
February 2, 2016
5:00 p.m.

Members Present: Jason Moretz, Tim Greenway, Jerry Canada, Mike Wray, Tom McCracken, Dr. Greg Killough, Penny Hodge, Dr. Marty Misicko, Dennis Epperly and Dexter Hurt.

Also Present: Brian Weeks, Steve Spangler, Richard Turner, Chuck Lionberger, Amanda Davis, Jeff Terry, Angela Roberson Ben Motley and Erica Sunshine.

The Construction Committee meeting was called to order at 4:59 p.m. in Room "E" by Dr. Martin Misicko.

Approval of the December 10, 2015 Minutes

Mr. Wray made a motion to approve the minutes of the December 10, 2015 meeting. The motion was seconded by Mr. Greenway and was passed unanimously.

Reserves Report

Ms. Hodge explained that the Reserves Report would be added to the beginning of every Construction Committee Meeting to share the Capital Account balances with everyone prior to discussing the agenda. She indicated that this report is periodically updated on Board Docs for everyone to reference. Ms. Hodge explained the purpose of the \$2 million emergency fund, being for unforeseen circumstances and/or unanticipated new expenditures, not capital projects. She explained that it was created when fuel prices skyrocketed and RCPS were concerned over transportation costs. Discussion followed as to how the \$2 million amount was determined. She then reviewed the Minor Capital Fund, which typically covers projects that are less than \$500,000. After explaining recent transactions of the Minor Capital Fund, Ms. Hodge indicated the current balance of the fund to be \$2,197,535.38. Ms. Hodge continued by reviewing the Bogle Turf Replacement Fund that is funded annually by budget transfers from Roanoke County and the School Board of \$25,000 each. Dr. Misicko expressed that the budget was planned to accommodate a ten year turf replacement; however, most fields are lasting 12-14 years before needing the turf replaced. Final discussion of the Reserve Report included the Major Capital Fund which covers projects approved by the School Board on the CIP. Ms. Hodge reviewed recent transactions of this fund. Discussion followed regarding the GHS Contingency Fund.

Request for IP Telephony and 911 Direct Access

Mr. Terry explained how the IP Telephony currently works and the changes that have occurred in the system that RCPS are currently not using. He discussed the need to upgrade RCPS's system to be compliant and to provide a higher level of safety in the schools. Discussion continued as to how these upgrades would improve safety levels versus the current system.

Mr. McCracken made a motion to allocate \$178,864.60 from the Minor Capital Reserves Fund for the IP Telephony upgrade. The motion was seconded by Mr. Canada and passed unanimously.

Presentation of WBHS Locker Room

Mr. Motley and Mrs. Sunshine, RRMM Architects, presented two designs for the WBHS locker room renovation. Dr. Misicko pointed out that the plan is to have the renovation completed by August 2016 prior to the new school year. There was discussion of how many bleacher/seats would be lost in the gym, handicap accessibility, sprinkler systems, etc. Mr. Motley provided the following time: March 6th advertise, March 31st receive bids, April 4th provide letter of intent to successful bidder, and May 1st begin construction.

Request for Funding Source: WBHS Locker Room

Mr. Canada proposed that \$650,000 from the anticipated budget surplus be used to replenish the Minor Capital Reserves Account prior to the traditional 1/3, 2/3 surplus split. The School Board members agreed. There was not an official motion made.

Mr. Greenway made a motion to allocate \$1.3 million from the Minor Capital Reserves Fund for the WBHS locker room renovation. The motion was seconded by Mr. Canada and passed unanimously.

Dr. Misicko mentioned a \$2500 per day liquidated damages for completion on August 1, 2016 would only be on the base bid not the alternate bid, discussion followed and it was ultimately decided to keep the liquidation penalty in place but to change the substantial completion date to August 15, 2016. The alternate bid will not have liquidation and will have completion date of September 15, 2016. Dr. Misicko explained RRMM’s plans will go under the review of the county for approval.

Request for GHS Change Orders

The following change orders were submitted by Dr. Misicko.

CHANGE ORDER #11

Proposal	Description	Credit	Cost	CONTINGENCY BALANCE
PCO #61	Originally approved NOT TO EXCEED \$44,507.7 2. Actual cost was \$32,207.00			
		\$ (12,300.72)		
		SUBTOTAL \$ (12,300.72)	\$ -	\$ 105,782.28
		TOTAL CO-11	\$ (12,300.72)	\$ 118,083.00

CHANGE ORDER #12

Proposal	Description	Credit	Cost	CONTINGENCY BALANCE
PCO #94	Stage Floor Hole		\$ 1,089.63	
PCO #108	Tile Changes		\$ 1,465.90	
PCO #111	Expansion Joint Credit	\$ (12,500.00)		
PCO #112	Greenhouse Power		\$ 5,073.75	
PCO #113	Sink Changes		\$ 777.39	
PCO #114	Aux Gym Ductwork		\$ 2,135.61	
PCO #117	Add Dryer Duct in FACS		\$ 1,461.78	
PCO #124	"B" Stair Refinishing		\$ 3,745.00	
RCPS	Front Stair Refinishing		\$ 7,475.00	
RCPS	Fuel Master Electrical		\$ 6,571.31	
RCPS	Private Water line repair		\$ 9,146.83	
		SUBTOTAL \$ (12,500.00)	\$ 38,942.20	\$ 118,083.00
		TOTAL CO-12	\$ 26,442.20	\$ 91,640.80

Mr. Canada made a motion to allocate \$91,640.80 from the GHS Contingency Fund for change orders 11 and 12. The motion was seconded by Mr. Greenway and passed unanimously.

Request to Add Principal Name to Renovated Schools Plaques

Mr. McCracken requested to have building dedication plaques redone to include the school administrators' names. He discussed the names that are currently on the plaques, suggesting that the principals were the most inconvenienced by construction and should therefore be acknowledged on the plaques. Discussion continued in reference to the expense of the plaques (approximately \$500 each); as well as, how many plaques would be redone. It was asked if Mr. McCracken would be in agreement to using the GHS Contingency Fund to cover the costs of redoing the plaques. He agreed. It was recommended to only include the four most recent secondary schools: NHS, WBHS, CSMS, and GHS. Dr. Killough suggested that all schools, not just the secondary schools, be included in an effort to be fair and avoid causing a division between the schools. Dr. Misicko voiced his concern over allocating funds from the GHS Contingency Fund at this time because there are outstanding expenses for the GHS project. He recommended waiting a month to have a more accurate ending balance; Mr. McCracken was not in agreement of extending this discussion into the next meeting. Mr. Canada and Dr. Killough suggested that \$5,000 be designated from the GHS Contingency Fund for replacing 10 plaques with the understanding that if enough funds were not available at the end of the GHS project then, the School Board would decide on a new source of funding. Discussion followed regarding what criteria would warrant replacing the plaques: full remodel, addition, etc. Dr. Killough advised the School Board to plan to move forward with up to all ten schools discussed but to allow Dr. Misicko to bring a recommendation to a future meeting including: plaque costs, criteria suggested, and a list of schools that met the criteria to have their plaques redone. Dr. Misicko expressed his desire to go ahead and redo the GHS plaque so it would be complete with the principal's name at the dedication/ribbon cutting ceremony. A motion was made by Mr. McCracken and seconded by Mr. Wray to move forward with plans to redo up to ten plaques after Dr. Misicko brings a recommendation to a future meeting of which schools should in fact have their plaques redone and what the cost incurred would be. The motion also allocated funds from the GHS Contingency Fund to proceed with redoing the plaque for GHS in order to have it in time for the dedication ceremony.

Request to Discuss Adding Air Condition Units to Middle School Gyms

Mr. Canada explained that four middle schools: WBMS, HVMS, NMS, and GMS, do not have air conditioning in their gyms. Two of them, WBMS and GMS, have two gyms. Mr. Canada proposed having air conditioning installed in all six gyms. Mr. Misicko indicated that a few years ago plans were designed by Spectrum but may need to be modified.

Mr. Moretz made a motion to allocate up to \$30,000 from the Minor Capital Reserve Fund for professional engineering services. The motion was seconded by Mr. Canada and passed unanimously.

Establish Standard CC Meeting Dates for 2016

Dr. Misicko recommended establishing a standard date and time for monthly Construction Committee Meetings. It was agreed that Construction Committee meetings would be held at noon the first Tuesday of every month, unless deemed unnecessary for a particular month, lunch to be provided.

Update CSHS A&E

Dr. Misicko explained that A&E proposals have been advertised and received to design the Cave Spring High School Renovation. He continued that an evaluation committee, including Mr. Moretz and Mr. Wray, will interview the potential architectural and engineering firms and make a recommendation to the School Board for award of the contract.

The preliminary schedule for the renovation is as follows:

Interview & Award A&E Design	February 2016
A&E Design of CSHS	March 2016 – March 2017
Bid CSHS Renovation	April 2017 – May 2017
Award Construction Contract	May 2017
Construction	June 2017 – December 2018
Project Completion	January, 2019

Discussion continued regarding projected enrollment, school capacities, and the possible need for redistricting due to the anticipated change of the student population between CSHS and HVHS. The plan was made move forward with a 1250 student capacity for CSHS and to bring district and population maps in April/May for review.

Project Updates

Dr. Misicko provided project updates:

GHS Renovation: students have occupied the school, trailers are being removed, the main gym is complete, basketball goals are scheduled for installation over spring break, the auxiliary gym is being punch listed, stage curtains are being evaluated, quotes are being received for wooden work benches, and quotes are also being received for carpet replacement in the GMS forum.

OGES Digital Sign: the footer has been dug, permit has been approved, concrete will be poured when weather allows, and then brick masons will come. Once that's complete Time Technologies will install the sign and AEP will install a meter.

GMS Soccer Field Repairs: Fence will be installed and bleachers moved in prior to field usage February 22nd.

CSMS Softball Field: Fencing has been awarded. Dr. Misicko recommended naming the field Minnix Field, the School Board agreed.

Dr. Misicko adjourned the meeting at 6:31 p.m.

Respectfully submitted,

Secretary

Chairman