

Date/ Time: September 11, 2024 at 6:00 PM

Purpose: Citizen-Led Oversight Committee (CLOC) Meeting

Location: Okatie Elementary School Media Center and Via Zoom

Committee Member Attendees:

Ray Warco, David Trail, Michael Swiecicki, Mike McNally, Marion Johnson Payne, Daniel Clare, Bob Priest

Beaufort County School District (BCSD) Representatives Present:

Robert Oetting, Lou Ackerman, Tonya Crosby, Jennifer Hamblin, Alexander Marshall, Richard Geier, Tim Summers, Freddie Lawton

Turner & Townsend Heery Attendees:

David Waggoner, Jessica Killian, Mark Koll, Agustin Vargas, Ben Froemming, Rob Corbin

Other Attendees:

Halie Cooler, Olivier, Inc.

Daivd Hamilton, Charles Perry Partners, Inc.

Todd Hill, Stage Front

Meeting Minutes

- Prior to the September 11, 2024, CLOC meeting, the following materials were distributed to the committee members via email:
 - Meeting Agenda
 - Meeting No. 56 Presentation Materials
 - Public Comment Card
 - Draft Minutes from August 14, 2024, CLOC Meeting
 - Referendum Projects 2019 Financial Summary
 - BCHS Financial Details
 - MRHS Addition Financial Details
 - RRA Additions Financial Details
 - RSLA Replacement Financial Details
 - HHIMS Financial Details
 - Referendum Project Contingency Log
 - Cash Flow Projections vs Actuals.
 - 2019 Bond Referendum CLOC Project Subcommittee Reports
- 1. Mr. McNally called the meeting to order at 6:00 pm with the Pledge of Allegiance.
- 2. Mr. McNally confirmed with Mr. Oetting that there were no public comments.
- 3. Mr. McNally asked for a motion to approve the 2019 Referendum meeting minutes from July 10, 2024.

- Mr. Warco made a motion to approve the meeting minutes and Mr. Claire seconded the motion. The approved meeting minutes will be posted on the CLOC website.

4. Project Updates:

Mr. Vargas turned the meeting over to Mr. Marshall for updates on his projects.

**Robert Smalls Leadership Academy (RSLA) – LS3P Associates, Ltd. (LS3P) and JE Dunn Construction Company (JE Dunn)
Alexander Marshall, Project Manager**

- Reported under budget and on schedule
- Baseball & Softball: Owner training is scheduled for September 10, 2024
- JE Dunn reached Substantial Completion for Phase 2 on August 23, 2024
- Final Completion is scheduled to occur on October 22, 2024

**Okatie Elementary School (OES) – SGA|NarmourWright Design (SGA|NW) and Thompson Turner Construction (TTC)
Alexander Marshall, Project Manager**

- Reported is under budget and on schedule
- PA/Intercom system is complete; Staff training is being coordinated
- Access Controls and Camera systems are scheduled to be completed in Q4 2024
- Generator Installation is scheduled for completion in October 2024

**MC Riley Elementary School (MCRES) & MC Riley Early Childhood Center (MCRECC) – Caplea Coe Architects, Inc. (CCA) and Ajax Building Company, LLC (Ajax)
Alexander Marshall, Project Manager**

- Reported under budget and on schedule
- MCRES and MCRECC camera systems and Access Controls are scheduled to be completed in Q4 2024

**May River High School (MRHS) – Quackenbush Architects and Planners, LLC (QAP) and Ajax
Alexander Marshall, Project Manager**

- Reported under budget and on schedule
- Camera and intrusion Alarm is scheduled to be completed in Q4 2024

No questions were received on Mr. Marshall's project updates.

Mr. Vargas asked Mr. Summers to provide updates on his projects.

**Hilton Head Island Early Childhood Center (HHIECC) – SGA|NW and TTC
Tim Summers, Project Manager**

- Reported under budget and on schedule
- Security cameras, intrusion alarm and access controls scope is scheduled for completion in November 2024

- PA/Intercom installations are complete; Owner training is scheduled to occur after testing has been completed
- Generator has arrived and installation has begun
Bluffton Elementary School (BLES) and Bluffton Early Childhood Center (BLECC) – JCS and MB Kahn
Tim Summers, Project Manager
- Reported on schedule and under budget
- BLES, all work has been completed
- Emergency power is to be provided from the generator located at BLES; Tie-in will take place in September 2024

Red Cedar Elementary School (RCES) – CCA and Charles Perry Partners, Inc. (CPPI)
Tim Summers, Project Manager

- Reported under budget and on schedule
- Installation of the security cameras is scheduled for completion in September 2024
- Owner training for PA/Intercom has been completed
- Generator has arrived and installation has begun

River Ridge Academy (RRA) – JCS, Charles Perry Partners, Inc. (CPPI), and MB Kahn
Tim Summers, Project Manager

- Reported under budget and on schedule
- Athletics concessions building remaining scope is scheduled to be completed in September 2024.

Hilton Head Island Middle School (HHIMS) – LS3P and Thompson Turner Construction (TTC)
Tim Summers, Project Manager

- Reported under budget and on schedule
- Renovations of the 600 Classroom Wing are making good progress and on schedule for OSF inspection in December 2024.
- Emergency generator tie-in is scheduled to occur during Winter break 2024.

Hilton Head Island High School (HHIHS) – MPS and MB Kahn
Tim Summers, Project Manager

- Reported under budget and on schedule
- New fieldhouse construction is scheduled for completion in October 2024

No questions were received on Mr. Summers' project updates.

Mr. Vargas asked Mr. Koll to provide updates on his projects.

Coosa Elementary School (CES) – LS3P and Thompson Turner Construction (TTC)
Mark Koll, Project Manager

- Reported under budget and on schedule

- PA/Intercom staff and teacher training is scheduled to occur on September 3, 2024.
- Update schedule from Allied Universal has been received and is being evaluated

Mossy Oaks Elementary School (MOES) – QAP and Thompson Turner Construction (TTC)

Mark Koll, Project Manager

- Reported under budget and on schedule
- PA/Intercom Staff training is complete
- Update schedule from Allied Universal has been received and is being evaluated

Port Royal Elementary School (PRES) – CCA and Ajax

Mark Koll, Project Manager

- Reported under budget and on schedule
- Update schedule from Allied Universal has been received and is being evaluated

Pritchardville Elementary School (PVES) – JCS and Thompson Turner Construction (TTC)

Mark Koll, Project Manager

- Reported under budget and on schedule
- PA/Intercom spot check is complete; Punch list is being addressed
- Update schedule from Allied Universal has been received and is being evaluated
- Emergency generator is scheduled to arrive in September 2024

Beaufort Middle School (BMS) –SGA|NW and Thompson Turner Construction (TTC)

Mark Koll, Project Manager

- Reported under budget and on schedule
- Update schedule from Allied Universal has been received and is being evaluated
- Prefabricated restroom closeout is ongoing
- Emergency generator OSF inspection is complete

Beaufort High School (BHS) – LS3P and Thompson Turner Construction (TTC)

Mark Koll, Project Manager

- Reported under budget and on schedule
- Practice Field Restrooms final electrical connections are complete; Construction is scheduled for completion in Q3 2024

Whale Branch Early College High School (WBECHS) – QAP and Charles Perry Partners, Inc. (CPPI)
Mark Koll, Project Manager

- Reported under budget and on schedule
- Emergency generator installation is complete
- CPPI issued a response to the Notice to Cure on July 29, 2024; A review of the written response by the District's Director of Procurement and Business Systems was completed on August 6, 2024, and a written response to CPPI was issued to notify the CM that the Notice to Cure has been fulfilled

No questions were received on Mr. Koll's project updates.

Mr. Vargas asked Mr. Froemming to provide updates on his projects.

Lady's Island Elementary (LIES) – MPS and Ajax
Ben Froemming, Project Manager

- Reported under budget and on schedule
- Updated schedule from Allied Universal has been received and is being evaluated

St. Helena Elementary School (SHES) – MPS and Ajax
Ben Froemming, Project Manager

- Reported under budget and on schedule
- Updated schedule from Allied Universal has been received and is being evaluated
- Emergency generator startup is complete
- PA/Intercom security check adds are scheduled to occur in September 2024; Staff training will be coordinated once adds are completed.

Broad River Elementary School (BRES) - LS3P and Thompson Turner Construction (TTC)
Ben Froemming, Project Manager

- Reported under budget and on schedule.
- Updated schedule from Allied Universal has been received and is being evaluated

Joseph S. Shanklin Elementary School (JSES) – CCA and Ajax
Ben Froemming, Project Manager

- Reported under budget and on schedule
- Updated schedule from Allied Universal has been received and is being evaluated
- PA/Intercom security spot check additions are scheduled to occur in August 2024; Staff training will be coordinated once additions are completed.

James J. Davis Early Childhood Center (JJDECC) – CCA and Ajax
Ben Froemming, Project Manager

- Reported under budget and on schedule
 - Updated schedule from Allied Universal has been received and is being evaluated
- Whale Branch Elementary School (WBES) – CCA and Charles Perry Partners, Inc. (CPPI)**
Ben Froemming, Project Manager

- Reported under budget and on schedule
- CCI notified BCSD on August 28 that the remaining PA/Intercom system corrections were completed; District is rescheduling a spot check to verify functionality

Whale Branch Middle School (WBMS) – CCA and Charles Perry Partners, Inc. (CPPI)
Ben Froemming, Project Manager

- Reported under budget and on schedule
- CCI notified BCSD on August 28 that the remaining PA/Intercom system corrections were completed; District is rescheduling a spot check to verify functionality

Bluffton Middle School (BLMS) – SGA|NW and Thompson Turner Construction (TTC)
Ben Froemming, Project Manager

- Reported under budget and on schedule
- PA/Intercom Owner training is complete; Punch list is being addressed
- Updated schedule from Allied Universal has been received and is being evaluated

➤ Questions on Project Updates

- Mr. McNally asked if the BCSD had one contractor doing all the school's safety/security installations.
 - Mr. Oetting responded by saying that the equipment being utilized was from a single manufacturer for the new systems being installed.
 - Mr. Vargas responded that regarding the subcontractors, the PA/Intercom system installations had multiple subcontractors working on the installations. Regarding security cameras, access controls and intrusion alarm scope, one contractor was hired to do all the installs. Due to issues with man power, discussions with the CM's have taken place to supplement the labor if necessary to expedite the completion of the scope.
 - Mr. McNally expressed the need to continue to work with the CM's and subcontractors to complete the scope in order to have fully functional systems that will keep BCSD facilities safe.
 - No further questions were asked.
5. Mr. Vargas provided the Project Closeout updates. Thirty (30) project closeouts remain. One hundred ninety-four (194) financial commitments have been completed to date.
- Mr. Vargas reiterated the importance of closing out the 2019 Bond Referendum quickly and the team is working closely with the CM's and subcontractors to finalize the remaining portions of scope.

6. 2019 Bond Referendum Financial Update (Mr. Vargas)

- Reported with a “green” traffic light as of August 31, 2024
- Current Budget remains at \$375,710,000.
- The Paid and Committed Funds total \$374,119,621 (99.58%).
- The Total Remaining Funds to Commit (including Contingency) total \$1,590,380 (0.42%).
- Contingency Activity in August 2024 included \$100,000 in savings returned
- Contingency used was \$38,317
- The remaining available contingency is \$184,335.

No questions were received on the financial updates.

7. 2019 Bond Referendum Cash Flow Projections vs. Actual Expenditures (Mr. Vargas)

- The Referendum funds paid as of August 31, 2024, totaled \$337.53 Million.
- The forecasted expenditures through August 31, 2024, were \$0.27 Million.
- The total expenditures through August 31, 2024, were \$4.98 Million.

8. 2019 Bond Referendum Community Outreach (Mr. Vargas)

- No outreach to report on.

9. CLOC Sub-Committee Reports/Updates (Mr. McNally)**➤ Project Sub-Committee (Mr. McNally)**

- Mike McNally, Marion Paine, and Mike Swiecicki met with Tim Summers for on-site inspections of the ongoing work at the Hilton Head Island Middle School.
- Students in this construction area of the school are using temporary 6-classroom mobile units that are adjacent to the main school building
- This project is within budget and on schedule to have final inspections in November 2024
- All the work has been done efficiently and without any major inconveniences to the school operations and without impairment to the school’s safety and security.

➤ Communications Committee (Mr. Trail)

- No updates to report

➤ Finance Sub-Committee (Mr. Warco)

- Mr. Warco provided the Finance Sub-Committee report on the financial information received at the August 14, 2024, meeting, Comments received were:
 - i) In relation to the soft landing, Mr. Warco asked Mr. Vargas if he expects to return additional cost savings to the program contingency that are currently being held at the project level?

- Mr. Vargas responded by saying yes.
- ii) Mr. Warco also addressed the analysis performed by the Finance Committee regarding the difference between the percentage of work completed versus percentage paid to date. The number of projects where this difference is 18% or greater is down to one (1) project.
 - iii) Mr. Warco reported on the 519 report that was prepared by the District. The CLOC Finance team has concluded that everything looked good after cross-referencing project numbers. No issues were reported.

12. 2019 Bond Referendum Forward-looking items (Mr. McNally)

- The new CLOC member training and Hindsight Report has been scheduled to take place on Wednesday October 9, 2024 at the District Educational Support Center in the Media Center with a start time of 4:00PM.
- Mr. McNally stated that for the new format of CLOC meeting minutes is acceptable. Mr. Mc Nally did ask that for important conversations, the discussions be captured to expand on the details. Mr. McNally asked the CLOC members if they approved the change in format. All CLOC members approved.

13. Mr. McNally discussed the date for the next CLOC meeting. The group agreed on holding the meeting on October 9, 2024, at District Educational Support Center at 4:00PM in the Media Center.

- Mr. Corbin clarified that the upcoming meeting would focus on the hindsight report discussions as well as the CLOC member training. This meeting will not be focused on project updates, however if the CLOC has any questions on the materials distributed, these could be addressed ahead of the hindsight report and the CLOC member training.

14. Mr. McNally asked if there were any more questions or items to discuss. None were brought up.

- A motion was made by Mr. Claire to adjourn the meeting and seconded by Mr. Warco. The meeting was adjourned.