

**Building Advisory Committee
Meeting Agenda
October 17, 2024 (5:30-7:00pm)
Bristol Elementary School
20 Gray Ave., Webster Groves, MO 63119**

(In Person)

- I. Call to Order
- II. Adoption of Meeting Agenda
- III. Approval of September 19, 2024 Meeting Minutes
- IV. Public Comments to the Building Advisory Committee by guests
- V. Old Business and Reports
 - a. Prop S
 - i. Construction Project Updates
 - ii. Bond/Finance Updates
 - iii. Communication & Public Information
 - b. Facilities & Maintenance Updates
 - i. WGSD Facilities Maintenance Master Plan Update
- VI. New Business and Reports
- VII. Chair's Report
- VIII. Announcements by Members
- IX. Future Business
- X. Next Meeting - Schedule for 2024/25 Academic Year
 - a. ~~August 13, 2024 – Hixson/Moss Field Tour~~
 - c. ~~September 19, 2024 – Hudson Elementary~~
 - d. October 17, 2024 – Bristol Elementary
 - e. November 21, 2024 – Central Office
 - f. January 16, 2025 – Edgar Road Elementary
 - g. February 20, 2025 – Avery Elementary
 - h. April 17, 2025 – Webster Groves High School
 - i. May 8, 2025 – Webster Groves Technology Learning Center
- XI. Meeting Adjournment
- XII. Facility Tour – Bristol Elementary School

**Building Advisory Committee
Meeting Minutes
September 19th, 2024 (5:30-7:00pm)**

Hixson/Moss Field

(In Person)

Burse, John	Member	Present
Eickhoff, Sean	Absent	Absent
Fisk, Todd	Member	Absent
Lamitola, Anne	Member	Present
Myers, Steve	Member	Present
Smith, Jeff	Member	Present
Wall, Cassandra	Member	Present
Wiley, Tristen	Member	Absent
Wilhite, Darren	Member	Absent
Myers, Jacob	CFO/COO	Present
Todd, Allen	BOE Liaison	Absent
Mueller, Jason	Facilities Director	Present
Steuber, Rob	Construction PM	Present
Hazelton, Mike	Asst. Principal	Present

- I. Call to Order
 - a. Meeting was called to order at approximately 5:34 PM by Anne Lamitola.
- II. Adoption of Meeting Agenda
 - a. Motion to approve the Meeting Agenda was made by Jeff Smith and seconded by Steve Myers. Motion was approved unanimously by voice vote.
- III. Approval of August 13, 2024 Meeting Minutes
 - a. Motion to approve meeting minutes made by Steve Myers and seconded by Jeff Smith. Motion was approved unanimously by voice vote.
- IV. Public Comments to the Building Advisory Committee by guests.
 - a. No members of public present.
- V. Old Business
 - a. Prop S
 - i. Bond/Finance Updates – Jacob Myers gave an update on bond expenditures

- ii. Construction Project Updates – Rob Steuber provided an update on the following: Moss Field - project close out; Knight Auditorium - improvements package bids approved and construction underway; Kopplin and Selma Field complete; FACS room improvements; Exterior lighting at Avery, Bristol, and Edgar; Boiler and RTU work – Givens will be focus of RTU work; Outdoor accessibility improvements at Givens, Clark, Edgar and Avery; Door and window improvements; Safety and security; various other projects in planning stage.
 - b. Other
 - i. Jason Mueller – pothle patching; Lead Water update; Fencing at Hixson and Clark; Water Infiltration at Clark – check valve at MSD; Lighting – Hixson Auditorium; Playgrounds at Hudson, Bristol, Clark, Edgar and Avery; HVAC Gym RTUs at Edgar and Clark; Givens gym improvements; Hixson gym pads; Edgar shade structures and drinking fountain replacement; Avery window shades replacement; Moss Field cleaning; Master Facility Maintenance Plan
 - ii. Comments: parking issues at High School seem to have lessened with completion of Frick; 17 Selma – Frick Initiative – interested in 2nd level, but not currently occupiable.
- VI. New Business and Reports
 - a. Building Data Sheets – update at next meeting
- VII. Announcements by Members
 - a. Chair report: John Simpson retirement – will BAC beinvolved with new superintendenet selection? No other announcements.
- VIII. Future Business
 - a. WGSD Facilities Maintenance Masterplan Update – working on FCA reports and sending to Avison and Young for pricing
- IX. Next Meeting - Schedule for 2024/25 Academic Year
 - a. ~~August 13, 2024 – Hixson/Moss Field Tour~~
 - b. ~~September 19, 2024 – Hudson Elementary~~
 - c. October 17, 2024 – Bristol Elementary
 - d. November 21, 2024 – Central Office
 - e. January 16, 2025 – Edgar Road Elementary
 - f. February 20, 2025 – Avery Elementary
 - g. April 17, 2025 – Webster Groves High School
 - h. May 15, 2025 – Webster Groves Technology Learning Center
- X. Meeting Adjournment
 - a. Motion to adjourn was made by Steve Myers, seconded by Jeff Smith and approved unanimously by voice.
- XI. Facility Tour – Hudson

Webster Groves School District

Bond Issue Project Update: 10/15/2024

Moss Field Hoener Architects *Wright Construction*

- Project closeout underway. O/Ms, as built drawings, warranties and certificates have been submitted for A/E review for compliance.
- Moss gates: Waiting for response from Custom Design Fence on ticket booth, main concession gate, and Champions plaza modifications.
- Press box window modification has been submitted for review by A/E. Second opinion from alternate window installer being requested.
- Stadium light issue resolution still under review by A/E of record (McClure). Megglio Lighting submitted upgrade to system for consideration.
- Existing Varsity Locker relocate to High School: currently waiting for pricing from MJ Products. Finalized layout this past Monday with Athletic Director.

Boiler Replacement FSG *Integrated Facility Services*

- Closeout procedures underway

Roof Top Unit Project WES Engineering

- Bid opening for the Roof Top Unit Replacement Package at Givens will be on 10/10/24 at 2:00 @ Service Center – Thrive Room

Door Package Bond Architects *Lexicon*

- Closeout procedures are underway for Clark, Edgar, Ambrose and Givens Phase 1 Door package
- Phase 2 of the Door Replacement Package will focus on Avery and Bristol Elementary interior doors. Design development is underway with a second site visit scheduled for tomorrow @ 9:00am – Avery then Bristol

Window Package Bond Architects *Aspire Construction/Wellington Environmental*

- Closeout procedures are underway for Hixson Existing 2 Story Classroom Wing Window Replacement Project Phase 1
- Phase 2 of the Window Replacement Package will include the east elevation of the existing Hixson 2 story Classroom wing which will mimic the west elevation project. Currently in Design Development of this package. Work is scheduled to begin next summer.

High School Auditorium Project McClure Engineering/DHA Aspire Construction

- The Knight Auditorium Project is underway with misc. electrical and mechanical demolition activities.
- Installation of electrical conduits, junction boxes including wire pulls
- Installation of new control room counter and lighting controls casework in upper seating bowl is complete
- Demolition and framing prep work has begun on the 2 emergency exhaust openings in the roof structure.
- This project includes the installation of new audio/visual systems along with lighting and stage rigging
- A scheduled progress meeting will happen on 10/9/2024 and will focus on the status of the delivery and installation of the actual equipment. Update on the status to follow.

Exterior light Project McClure Engineering

- McClure started design work including exterior building survey and existing light readings
- Further design development will continue over next several months.
- Formal review of the Design Development documents by the District has been completed. Review included McClure Engineering, District Facilities and Maintenance Supervisors

High School and Hixson FACS Renovation DHA Architects

- BLDD/DHA Architects has been asked to review and develop recommendations for the existing High School and Hixson FACS Rooms.
- BLDD/DHA will forward these options to ICS for budget/costing by early next week. Currently waiting on comment for FSG on High School FACS exhausting configuration

District Wide Safety/Security Systems Upgrade Midwest Electronics

- The existing security and fire alarm systems are needing to be replaced. The current equipment components are becoming out dated with replacement parts hard to find or non-existent. A lot of components are not even being manufactured anymore and are being phased out by new updated systems
- Several District Buildings are being upgraded already by District IT Department and current District Safety/Security Service Companies.
- A survey of each facilities needs has been completed and recommendations have been submitted by the Districts security and Fire alarm systems service contractors.
- The work in this package will continue well into 2025.

Ambrose Play Scape BLDD/DHA - DG2

- The Ambrose Center Play Scape Design Development is still underway with several review meetings already taking place. DG2 has submitted a 50% probable cost estimate for District review and comment.

Frick Theater BLDD/DHA

- All closeout documentation has been submitted and is under review by Project A/Es

We are currently underway with identifying a single or multiple packages that will address:

- Building tuck pointing
- Limited roofing/parapet walls and misc. flashing/termination bars
- Gutters/soffits/fascia

October 2024 - BAC Operations Dept. Update

(updated 10/10/24)

Projects

- Prop S - Creating RFB for masonry, metal work, window and roof repairs for Avery, Bristol, Clark, Edgar, Hudson and WGHS this summer (Some work at the elementaries may depend on which buildings are used for summer school)
- WGHS - Kiln room - was modified from the original design by a vendor hired by the high school in the past. This caused the space to overheat and fumes in neighboring spaces. Having the system put back as originally intended.
- Service Center - working on plans to build out an additional conference room, and office for the the IT Director and Custodial Manager
- Hixson Gyms
 - Both gyms - adding pads to meet minimum safety standards - being installed week of 10/7
 - Old gym
 - looking at synthetic floor resurfacing (floor has been too slick for competitive basketball since the original installation) (may require full replacement in the future)
 - basketball goal replacement (original goals are bent beyond repair and do not provide height adjustment)
 - Scoreboard
 - New gym
 - Scoreboard
 - Wood floor repairs and refinishing this summer - wood floor is poorly suited to outdoor to indoor foot traffic on a daily basis; finish is being worn off and wood floor is being damaged
- Avery - starting master plan process to develop projects for Prop S and future work
- Lead Water
 - Hudson - one classroom faucet failed with filter installed - new water line this summer
 - Clark - one classroom has corroded pipes with low flow and could not be flushed for testing - repairs this summer
- Fencing (should be complete prior to BAC meeting)
 - Hixson - waiting for vendor to complete punch list
 - WGHS - waiting for vendor to complete punch list
- Lighting
 - Fluorescent fixtures replaced in Service Center Warehouse with leds and motion sensors and timers
- Hixson Freight Elevator Upgrades - Permits were finally approved this week (long delays with approvals) - Meeting week of 10/14 to perform pre construction site visit
- Flooring
 - Planning winter break repairs at multiple buildings for cracked or failed floor tiles
- Playgrounds

- Hudson - Surfacing being installed, concerns about final grades causing water to flood playground
- Bristol - being installed week of 10/7
- Clark PTO - RFB is out for bid
- HVAC
 - Edgar - gym rtu replacement scheduled for November
 - Clark - install completed
- Givens gym pads and basketball goal replacement - pads installed, waiting delivery of new hoops for installation in late October
- Edgar Road PTO requesting bids for replacement of all drinking fountains - having trouble getting plumbing contractors to bid (no update)
- Avery window shades - finalized selections with principal and staff - scheduling installation over winter break
- WGHS Prek - finalized shade selections - scheduling install in November

Master Facility Maintenance Plan - getting costs verified - progress is currently stalled due to other responsibilities

Bristol Elementary School

20 Gray Ave.

Webster Groves, MO 63119



Year Built: 1909

Additions: 1913, 1920, 2007

Square Footage: 74,271

Acreage: 3.6

History:

Known originally as the Webster School and later as the Gray Avenue Building, Bristol opened after the school district organized in 1868. In the early years through 1905, Bristol also offered two years of high school courses.

As the school grew, it rented space in other buildings including the Congregational Church. In 1916, the school was named for Dr. Bennet J. Bristol, a physician and member of the school board.

Wings for the original frame building on Gray Avenue were built in 1908 and 1913. In 1920, the district moved the frame building toward the rear of the school grounds and began constructing the central part of today's building, connecting the wings. A new multipurpose building was added in 2008 and the gymnasium was renovated as a library, office and classroom space.