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and personal success for every student

Webster Groves School District Est. 1868

Building Advisory Committee
Meeting Agenda
November 21, 2024 (5:30-7:00pm)
Central Office, 400 E. Lockwood
Webster Groves, MO 63119

(In Person)

I. Call to Order

II. Adoption of Meeting Agenda

III. Approval of October 17, 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
   c. Building Data Sheets

VI. New Business and Reports
   a. BAC vacancy and appointment of replacement

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 – Central Office

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Building Advisory Committee
Meeting Minutes
October 17, 2024 (5:30-7:00pm)

Bristol Elementary School
(In Person)

Burse, John- Member	**Absent**		**Myers, Jacob - CFO/COO**	**Present**
Fisk, Todd- Member	**Present**		**Todd, Allen - BOE Rep**	**Absent**
Wall, ,Cassandra – Member	**Absent**		**Mueller, Jason - Director of Facilities**	**Present**
Eickhoff, Sean - Member	**Present**		**Steuber, Rob - Const Project Manager**	**Present**
Lamitola, Anne – Member	**Present**		**Hazelton, Mike – Assist Principal**	**Present**
Myers, Steve - Member	**Present**			
Smith, Jeff - Member	**Present**			
Wiley, Tristen - Member	**Present**			
Wilhite, Darren - Member	**Absent**			

I. Call to Order
   a. Anne Lamitola called to order at 5:30

II. Adoption of Meeting Agenda
   a. Motion to adopt by Sean Eickhoff, seconded by Jeff Smith. Adopted by unanimous voice vote.

III. Approval of September Meeting Minutes
   a. Motion to approve by Sean Eickhoff, seconded by Jeff Smith. Adopted by unanimous voice vote.

IV. Public Comments to the Building Advisory Committee by guests
   a. No Guests

V. Old Business
   a. Prop S

i. Construction Project Updates. Rob Steuber provided a comprehensive report of the various projects that are underway in construction and those in the design and planning phase. He spoke about Moss Field, which is complete and in the warranty phase, the districtwide Door Package, Hixson Window Package with Phase 2 planned for Summer 2025, and the High School Auditorium which is under construction. Projects in the design and planning phase include Exterior lighting improvements at various schools, the Hixson and WGHS FACS improvements, and Security System upgrades on a Districtwide basis.

ii. Bond/Finance Updates. Jacob Myers stated that payments associated with the first bond issuance are nearing completion. WGSD is able to use the earnings on interest to cover some cost overruns. Jacob is keeping the School Board updated and submits Change Orders to the Board for ratification. The second round of bonds were issued over the summer and the tracking of expenditures is ongoing. The FACS project at Hixson is the next major curriculum project.

iii. Communications and Public Information. Nothing new to report.

b. Facilities and Maintenance Updates. Jason Mueller provided an update of upcoming work that will take place over the winter break and projects planned for Summer 2025. Key projects include roof repairs, WGHS Kiln room, interior renovations at the Service Center to allow for better use of space, Hixson gym floor maintenance, drinking fountain monitoring related to lead limits, and the Hixson freight elevator repairs. He also provided an update on playground improvements at Hixson, Bristol, and Clark which are all a collaboration between WGSD and the PTO's from each school.

c. Building Data Sheets – Updating these documents is taking place on an ongoing basis.

VI. New Business and Reports

- Member Darren Wilhite resigned effective October 17, 2024 and therefore a new member to the Building Advisory Committee is needed. Jacob Myers will research the process for replacing the position, mid-term.

VII. Chair's Report

- Anne Lamitola asked Jacob Myers about the process to fill the WGSD Superintendent role. Jacob indicated that a search firm has been hired and that the process will be closed with no participation needed from the BAC.

VIII. Announcements by Members

IX. Future Business

WGSD Master Facilities Maintenance Plan. This effort is ongoing, and costs associated with identified projects are in the process of being updated.

X. Next Meeting - Schedule for 2024/25 Academic Year

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i. May 8, 2025 – Webster Groves Technology Learning Center

XI. Meeting Adjournment

a. Motioned by Tristen Wiley, seconded by Tsean Eickhoff, adopted by unanimous voice vote. Meeting adjourned at 6:28 pm.

XII. Facility Tour – Jason Mueller provided a tour of Bristol Elementary School

Webster Groves School District

Bond Issue Project Update: 11/15/2024

Moss Field Hoener Architects *Wright Construction*

- Project closeout submittals complete
- Moss gates: Gates opening closures have been adjusted for proper function.
- Press box window modification has been submitted for review by A/E. Second opinion from alternate window installer being requested.
- Stadium light issue resolved.
- Existing Varsity Locker relocate to High School: proposal has been submitted. Prepping High School space to receive relocated lockers.

Boiler Replacement FSG

- Project complete

Roof Top Unit Project WES Engineering

- Project bids exceeded budget. Smaller package being considered for summer installation

Door Package Bond Architects

- Closeout procedures complete
- Phase 2 of the Door Replacement Package design development ongoing. Bidding schedule is receiving final considerations - Work will happen in the summer

Window Package Bond Architects

- Closeout procedures complete
- 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. Exhaust hoods to be delivered 11/27
- This project includes the installation of new audio/visual systems along with lighting and stage rigging
- Installation of the AV equipment and rigging will begin end of, first part of December.

Exterior light Project McClure Engineering

- McClure started design work including exterior building survey and existing light readings
- Formal review of the Design Development documents by the District has been completed. Cost estimate is being developed and will be presented to WGSD soon.

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 has forward these options to ICS for budget/costing. Currently waiting on budget estimate which THE WGSD should receive the week of November 18th

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.

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

November 2024 - BAC Operations Dept. Update

(updated 11/12/24)

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) - Going out for bid
- 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. COMPLETE
- Service Center - working on plans to build out an additional conference room, and office for the the IT Director and Custodial Manager - Going out for bid
- Hixson Gyms
    - Both gyms - adding pads to meet minimum safety standards - being installed week of 10/7 COMPLETE
- Avery - starting master plan process to develop projects for Prop S and future work - In Progress
- Hixson Freight Elevator Upgrades - Permits were finally approved this week (long delays with approvals) - Work began 11/11/24
- Flooring
    - Planning winter break repairs at multiple buildings for cracked or failed floor tiles
- Playgrounds
    - Hudson - Waiting final punch list items to be completed
    - Bristol - being installed week of 10/7 COMPLETE
    - Clark PTO - Developing layout with low/best bidder for presentation to BOE in December
- HVAC
    - Edgar - gym rtu replacement scheduled for November COMPLETE
- Givens gym pads and basketball goal replacement - pads installed, waiting delivery of new hoops for installation in late October COMPLETE
- Edgar Road PTO requesting bids for replacement of all drinking fountains - Awarded to Beetz Plumbing
- Avery window shades - finalized selections with principal and staff - scheduling installation over winter break
- WGHS Prek - finalized shade selections - scheduling install in November COMPLETE
- Summer Asphalt Maintenance - out for bid
- Hixson Library Shade Replacement - waiting delivery of new fabric to complete repairs
- Certified Playground Woodchips and Tree work - bid and awarded to Express Mulch/Envirogreen
- Exterior Wayfinding Signage - Developing signs and locations with Indox for installation by district staff Spring/Summer
- Service Center Office Renovations - Out for bid
- Avery - repair failed storm line causing sinkhole on playground and retaining wall to washout

- Hixson - 6th Grade Hallway tunnel abatement (Prop S) needed to repair plumbing so exterior hose bibs can be repaired before hard freezes

Master Facility Maintenance Plan - no update