

Date/ Time: November 13, 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, Mike McNally, Richard Tritschler, Marion Johnson Payne, Daniel Clare

Beaufort County School District (BCSD) Representatives Present:

Robert Oetting, Alexander Marshall, Tim Summers, Lou Ackerman, Jennifer Hamblin, Richard Geier

Turner & Townsend Heery Attendees:

Jessica Killian, Agustin Vargas, Mark Koll

Other Attendees:

Halie Cooler, Olivier, Inc.

Todd Hill, Stage Front

Rachel Carper, Beaufort Insider

Meeting Minutes

- Prior to the November 13, 2024, CLOC meeting, the following materials were distributed to the committee members via email:
 - Meeting Agenda
 - Meeting No. 58 Presentation Materials
 - Public Comment Card
 - Draft Minutes from October 9, 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 New CLOC Member Training and 2019 Bond Referendum Hindsight Report meeting minutes from October 9, 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
- Closeout Documents have been received
- Last update for RSLA

**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
- Access Controls and Camera systems are scheduled to be completed in December 2024
- Generator Installation is scheduled for completion in November 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 December 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 December 2024

➤ Questions on Mr. Marshall's Projects

- Mr. McNally asked if the schools Mr. Marshall reported on will have a potential for completion in December 2024
 - Mr. Marshall responded by saying that MCRES, MCRECC and OES have a possibility for completion by the end of 2024. MRHS will be more challenging as the work is being dictated by the labor AUTS is providing as well as the magnitude of the scope at the school; There is a potential MRHS may roll over into January 2024 for completion.

No further 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 contractor testing is being scheduled to occur in November 2024
- Generator installation has been completed; Switch over is coordinated to take place during Thanksgiving Break

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

- Reported under budget and on schedule
- Access controls and intrusion alarm is scheduled for completion in November 2024
- Generator installation has been completed; Switch over is coordinated to take place during Thanksgiving Break

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

- Reported under budget and on schedule
- PA/Intercom system commissioning and completion is taking place in November 2024
- Allied Universal scope for cameras, access controls and intrusion alarm completion is scheduled for November 2024
- Owner training for new systems is being coordinated

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; Final OSF inspection is scheduled to occur on November 20, 2024.
- Existing generator ATS 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 Field House; Final OSF inspection occurred on October 24, 2024
- Final update for HHIHS

No questions were received about 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
- Safety/ Security systems are complete; contractor punch list is ongoing
- Owner training is being coordinated
- Last update report on CES; Remaining activities will be reported under Project Closeout

Mossy Oaks Elementary School (MOES) – QAP and Thompson Turner Construction (TTC)
Mark Koll, Project Manager

- Reported under budget and on schedule
- Safety/ Security systems are complete; contractor punch list is ongoing
- Owner training is being coordinated
- Last update report on MOES; Remaining activities will be reported under Project Closeout

Port Royal Elementary School (PRES) – CCA and Ajax
Mark Koll, Project Manager

- Reported under budget and on schedule
- Safety/ Security systems are complete; contractor punch list is ongoing
- Owner training is being coordinated
- Last update report on PRES; Remaining activities will be reported under Project Closeout

Pritchardville Elementary School (PVES) – JCS and Thompson Turner Construction (TTC)
Mark Koll, Project Manager

- Reported under budget and on schedule
- Completion for cameras, access controls and intrusion alarm is scheduled for November 2024
- Emergency generator has arrived; installation is scheduled to occur during Winter Break

Beaufort Middle School (BMS) –SGA|NW and Thompson Turner Construction (TTC)
Mark Koll, Project Manager

- Reported under budget and on schedule
- Completion for cameras, access controls and intrusion alarm is scheduled for November 2024

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
- Last update report on BHS; Remaining activities will be reported under Project Closeout

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

- Reported under budget and on schedule
- Owner training for cameras is being rescheduled to occur in November 2024
- Questions on Mr. Kolls Projects
- Mr. McNally asked if the schools Mr. Koll and Mr. Summers reported on will have a potential for completion in December 2024
 - Mr. Koll responded by saying that the closeout documents and cost of work adjustments have a potential to be received by the end of 2024. The financial closeout has potential to roll over into Q1 2024.
 - Mr. Summers responded by saying that HHIMS will be the only school that will roll over into Q1 2025 due to the Fire Alarm testing that needs to be conducted as well as receiving all of the required closeout documents.
 - Mr. Vargas clarified that when PM's report on the receipt of financial closeout documents, there is a cost of work adjustment. This is prepared by the CM's to return unspent funds within the GMP. Final payment cannot be released until the cost of work adjustment is complete and all closeout documents are received.

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

Mr. Vargas proceeded to provide updates on behalf of Mr. Froemming for his projects.

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

- Reported under budget and on schedule
- Safety/ Security systems are complete; contractor punch list is ongoing
- Owner training is being coordinated
- Last update report on LIES; Remaining activities will be reported under Project Closeout

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

- Reported under budget and on schedule
- Safety/ Security systems are complete; contractor punch list is ongoing
- Owner training is being coordinated
- Last update report on SHES; Remaining activities will be reported under Project Closeout

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

- Reported under budget and on schedule.
- Safety/ Security systems are complete; contractor punch list is ongoing
- Owner training is being coordinated
- Last update report on BRES; Remaining activities will be reported under Project Closeout

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

- Reported under budget and on schedule
- Safety/ Security systems are complete; contractor punch list is ongoing
- Owner training is being coordinated
- Last update report on JSES; Remaining activities will be reported under Project Closeout

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

- Reported under budget and on schedule
- Safety/ Security systems are complete; contractor punch list is ongoing
- Owner training is being coordinated
- Last update report on JJDECC; Remaining activities will be reported under Project Closeout

Whale Branch Elementary School (WBES) – CCA and Charles Perry Partners, Inc. (CPPI)**Ben Froemming, Project Manager**

- Reported under budget and on schedule
- All systems are operational; contractor punch list is ongoing
- Owner training is being coordinated
- Last update report on WBES; Remaining activities will be reported under Project Closeout

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

- Reported under budget and on schedule
- All systems are operational; contractor punch list is ongoing
- Owner training is being coordinated
- Last update report on WBMS; Remaining activities will be reported under Project Closeout

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

- Reported under budget and on schedule
 - Allied Universal scope for cameras, access controls and intrusion alarm completion are scheduled to occur in November 2024
 - Questions on Project Updates
 - Mr. McNally asked if the schools Mr. Marshall reported on will have a potential for completion in December 2024.
 - Mr. Vargas responded by saying this is the goal.
 - No further questions were received on Mr. Froemming's project updates.
5. Mr. Vargas provided the Project Closeout updates. Thirty (30) project closeouts remain. Two hundred twelve (212) 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 October 31, 2024.
 - Current Budget remains at \$375,710,000.
 - The Paid and Committed Funds total \$374,260,194 (99.61%).
 - Total Remaining Funds to Commit (including Contingency) total \$1,449,806 (0.39%).
 - Contingency Activity in October 2024 included \$42,556 in savings returned.
 - Contingency used was \$81,337.
 - The remaining available contingency is \$130,851.
- Questions of Financial Updates
 - Mr. Clare asked what the biggest financial risk is on these projects' closeouts.
 - Mr. Vargas responded by saying that most of the risk has been mitigated. Current forecasts are showing that funds will remain at the end of the program. Fund reconciliation with the Architects is the only outstanding risk, current forecast show that the District is in a favorable position. Therefore, there are no major concerns at the moment.
7. **2019 Bond Referendum Cash Flow Projections vs. Actual Expenditures** (Mr. Vargas)
- The Referendum funds paid as of October 31, 2024, totaled \$341.96 Million.
 - The forecasted expenditures through October 31, 2024, were \$375.65 Million.
 - The total expenditure through October 31, 2024, were \$1.34 Million.
8. **2019 Bond Referendum Community Outreach** (Mr. Vargas)
- Ribbon cutting ceremony for the River Ridge Academy concessions building is scheduled for November 20, 2024 at 1:30PM.

9. Feedback on Q3 2024 CLOC Board Update (Mr. McNally)

- Mr. McNally stated that the CLOC update at the November 12, 2024, Board Meeting was received well by all attendees.
- Mr. Warco stated that the Board commended the CLOC for their volunteer hours and the hard work put into the oversight of the 2019 and 2023 Bond Referendum Programs.

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

- Mr. McNally and Mr. Summers will work on coordinating a walkthrough at the Hilton Head campus for the HHIHS project as well as the HHIMS projects that are ongoing. The request is for a walkthrough in January 2025.

➤ Finance Sub-Committee (Mr. Warco)

- Mr. Warco provided the Finance Sub-Committee report on the financial information received at the September 30, 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 carried out 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 two (2) projects.
 - 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-reference project numbers. No issues were reported.

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

- No activities to report.

13. Mr. McNally discussed the date for the next CLOC meeting. The group agreed to hold the meeting on December 11, 2024, at Okatie Elementary School at 6:00PM in the Media Center.**14. Mr. McNally asked if there were any more questions or items to discuss. None were brought up.**

- A motion was made by Mr. Warco to adjourn the meeting and seconded by Mr. Clare. The meeting was adjourned at 6:33PM.