Building Advisory Committee
Meeting Agenda
January 16, 2025 (5:30-7:00pm)

Edgard Road Elementary, 1131 Edgar Rd.
Webster Groves, MO 63119

(In Person)

I. Call to Order

II. Adoption of Meeting Agenda

III. Approval of November 21, 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

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 –Edgar Road Elementary

Building Advisory Committee
Meeting Minutes
November 21st, 2024 (5:30-7:00pm)

Central Office

(In Person)

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

I. Call to Order
   a. Meeting was called to order at approximately 5:30 PM by Anne Lamitola.

II. Adoption of Meeting Agenda
   a. Motion to approve the Meeting Agenda was made by Todd Fisk and seconded by Sean Eickhoff. Motion was approved unanimously by voice vote.

III. Approval of October 17, 2024 Meeting Minutes
   a. Motion to approve meeting minutes made by Todd Fisk and seconded by Sean Eickhoff. 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 – Jason Mueller provided an update.
iii. Givens – Jason provided update on electrical repairs.

b. Other

VI. New Business and Reports
a. BAC vacancy and appointment of replacement. Motion to appoint Matthew Roode by John Burse, approved by voice vote.
b. Bond sales are track and went well.

VII. Announcements by Members
a. Chair report: No discussion

VIII. Future Business
a. No discussion

IX. Next Meeting - Schedule for 2024/25 Academic Year
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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 Anne Lamitola, seconded by Sean Eickhoff and approved unanimously by voice.

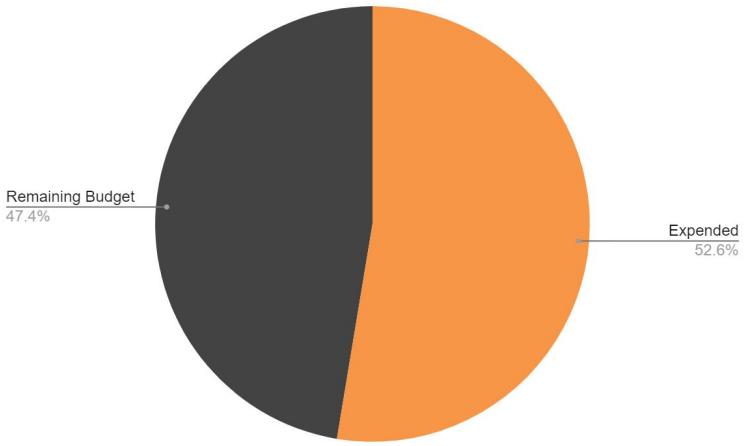
XI. Facility Tour – Central Office.

Proposition S Bond Project Update

Strategic Plan G4-Ob2-S1
January 9, 2025

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Bond Project Budget



Expended	$26,520,686
Remaining Budget	$23,879,314
Total Budget	$50,400,000

More information can be found on the district's website.

Bond Project Expenditure Budget

Prop S Budget	Budget	Actual Spent	Remaining Budget Balance (unspent)
Curriculum (Moss & Kopplin Fields, FACS, Knight Aud, Selma field)	$21,579,400	$19,613,138	$1,966,262
Electric	$416,500	$16,198	$400,302
Exterior Lighting	$1,190,000	$25,587	$1,164,413
Mechanical	$4,938,500	$3,526,874	$1,411,626
Outdoor Accessibility	$476,000	$243,780	$232,220
Roofs, Gutters, & Eaves	$2,380,000	$97,274	$2,282,726
Exterior Doors and Windows	$5,950,000	$1,019,041	$4,930,959
Interior Finishes	$3,620,500	$139,997	$3,480,503
Masonry	$2,094,970	$87,009	$2,007,961
Pavement and Retaining Walls	$2,380,000	$1,138,580	$1,241,420
Safety and Security (includes interior doors)	$4,893,530	$613,206	$4,280,324
Premium & Interest (additional contingency)	$480,600		$480,600
Total	$50,400,000	$26,520,686	$23,879,314

Curriculum - Moss Field





Moss Field

- Closeout with Wright Construction complete
- Donor signage (Adrian Clayborn Athletic Center, Johnson Family Concession Stand) installed
- Tree honoring donors is still in process

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Curriculum - Knight Auditorium

Knight Auditorium Package.

- Construction is well underway with electrical and mechanical updates nearing completion
- Waiting for delivery and installation of theater rigging and lighting/sound equipment
- Anticipated completion is Spring 2025



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Curriculum - Family and Consumer Science Classrooms

- Family and Consumer Science Classroom Updates
  - Initial design and scope has been finalized with BLDD/DHA team
  - Goal is to bring Design Consultant recommendation to the Board of Education in January.
  - Work to begin at the end of school year

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Exterior Lighting

- Fee Proposal from McClure Engineering to provide professional design services considerations for Avery, Bristol and Edgar Road Elementary Schools approved by the BOE on April 11, 2024.
- Onsite reviews at Avery, Bristol, and Edgar Road completed and design work have been completed with final plans and specs submitted for review by WGSD Facilities.
- A bid package will be assembled and put out to bid in February.

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Mechanical - Boiler Replacement and Rooftop Unit Replacement

Boiler Replacement Package

- Final Ductwork revision completed over the summer at Hudson
- Final testing and balancing completed.
- Closeout procedures Completed

Roof Top Unit Package

- Construction documents completed
- Edgar Road replacement Gym RTU completed
- Givens RTU Replacement bid package to be approved this evening, with work scheduled to begin at end of school year 2024-25.

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Outdoor Accessibility

Clark Elementary School

- Bond funds in conjunction with PTO fundraising to provide accessibility and equipment for playground replacement ($38,000)

Edgar Road, Givens, Avery

- Administration is reviewing possible options to best utilize bond proceeds to address accessibility



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Doors and Windows







Door/Window Package

- Avery and Bristol Interior Door Package is ready to be put out to bid with work scheduled for the summer of 2025
- Phase 1 of Hixson Window Replacement package completed. Phase 2 bid package has been issued for bid. Work will be scheduled for next summer

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Safety and Security



Safety/Security Systems

- Several buildings have been upgraded by district technology staff (security servers, cameras, etc) and current district contractors
- A proposal has been submitted from Midwest Electronics for the remaining work through the DIstrict. Proposal currently under review

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Roofs, Gutters, Eaves and Masonry



Roofing Update

- Central Office roof to be approved at January 9th, Board of Education meeting
- Analysis of roofing conditions on identified buildings completed
- Services are out to bid on this and will close January 17th

Gutters, Eaves, and Masonry

- Services are out to bid on this and will close January 17th
- Initial focus will be on Avery, Bristol, Clark, Edgar Road, Hudson, and the High School
- Work will include masonry work, metal work, waterproofing, window replacement, roofing, and refurbishment of wood soffits and fascia dependent on the building

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Retaining Walls

Retaining Walls

- Primary focus on Avery Elementary as other identified retaining walls have been completed
- Currently performing master planning on Avery Elementary rear of building to ensure retaining wall repair/replacement matches the long-term planning



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Questions?

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January 2025 - BAC Operations Dept. Update

(updated 1/14/25)

WAFC

- Replace 4’ fence around the sinkhole and replace with new 6’ fence - brush clearing completed during winter break; fence replacement to begin Monday, 1/20/25

Avery

- Heat Pump replacement for one classroom - $15,000 - All of Avery and Bristol need upgrades, dozens of units at each building
- Starting master plan process to develop projects for Prop S and future work - In Progress, survey complete
- Window shades - finalized selections with principal and staff - scheduling installation over winter break - COMPLETE during winter break
- Replacement of water damaged flooring and toilet replacement - COMPLETE during winter break
- Gym led lighting upgrades - waiting schedule

Bristol

- Electric Heater added to elevator vestibule due to mini split unit not maintaining temp in cold weather and risk of freezing fire suppression - to be completed this week
- Emergency roof repair during snow days due to leaks - COMPLETE during winter break
- Cafe is being disrupted by constant leaks from the foundation - possible summer work

Clark

- Clark PTO - Developing layout with low/best bidder for presentation to BOE in February, delayed to due playground rep illness prior to break

Edgar

- Edgar Road PTO requesting bids for replacement of all drinking fountains - Awarded to Beetz Plumbing - Installed 2 new units - found leaking plumbing pipes in tunnel and inoperable shutoffs - COMPLETE during Winter Break
- Gym and Library led lighting upgrades - waiting schedule

Givens

- Repairs from electrical fire - COMPLETE during winter break
- Asphalt repairs - COMPLETE complete during winter break
- Received proposals for Prop S Roof Replacement - pending Ext Maintenance Bid results

Hixson

- Hixson Freight Elevator Upgrades - Permits were finally approved this week (long delays with approvals) - Delay with steel, expected to be complete by early February
- Hixson Library Shade Replacement - waiting delivery of new fabric to complete repairs

WGHS

- Asphalt repairs in Selma lot - COMPLETE
- Replaced all gym lighting with new led fixtures - COMPLETE over winter break
- Upgrading art gallery lighting to led - In Process
- Upgrading Selma lots lighting - waiting porposal

Central Office

- BOE awarded Lakeside Roofing for roof and gutter replacement, and repairs to metal roof - Spring work

Service Center

- Service Center - working on plans to build out an additional conference room, and office for the the IT Director and Custodial Manager - BOE meeting 2/13/25 for approval
- Upgrading exterior lighting - waiting proposal

District

- New CMMS, Master Library, in place as of Jan. 1 - Staff training delayed due to snow days
- 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) - Bids due Friday, 1/17/25
- Summer Asphalt Maintenance - Awarded by BOE
- General Contractor Award - Pending review of line item submittals from Service Center project - BOE meeting 2/13/25 for approval
- Exterior Wayfinding Signage - Developing signs and locations with Indox for installation by district staff Spring/Summer - DELAYED, possibly restart next school year

Master Facility Maintenance Plan - not active