

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

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, Michael Swiecicki, Bob Priest

Beaufort County School District (BCSD) Representatives Present:

Robert Oetting, Alexander Marshall, Tim Summers, Jennifer Hamblin, Richard Geier, Freddie Lawton

Turner & Townsend Heery Attendees:

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

Other Attendees:

Halie Cooler, Olivier, Inc.

Todd Hill, Stage Front

David Hamilton – Charles Perry Partners, Inc.

Meeting Minutes

- Prior to the December 11, 2024, CLOC meeting, the following materials were distributed via email:
 - Meeting Agenda
 - Meeting No. 10 Presentation Materials
 - Public Comment Card
 - Draft Minutes from November 13, 2024, CLOC Meeting
 - Project Design and Construction Schedules
 - 2023 Bond Referendum Financial Summary Report
 - 2023 Bond Referendum Project Level Financial Reports
 - Cash Flow Projections vs Actuals
 - 2023 Bond Referendum Contingency Log
1. Mr. Warco called the meeting to order at 6:26 pm.
 2. Mr. Warco confirmed with Mr. Oetting that there were no public comments.
 3. Mr. Warco asked for a motion to approve the 2023 Bond Referendum November 13, 2024 meeting minutes.
 - Mr. McNally made a motion to approve the meeting minutes and Mr. Tritschler seconded the motion. The approved minutes will be posted to the CLOC website.

4. Project Updates:

May River Elementary School (MRES) – Quackenbush Architects (QAP) and Thompson Turner Construction (TTC)
Alexander Marshall, Project Manager

- Reported under budget and on schedule.
- The Palmetto Bluff Property Owners Association (POA) temporary construction easement is being negotiated
- Civil permits are ongoing; Permits from the Town of Bluffton are scheduled to be received in December 2024

May River High School (MRHS) – Quackenbush Architects and Planners, LLC (QAP) and Thompson Turner Construction (TTC)
Alexander Marshall, Project Manager

- Reported under budget and on schedule
- All permits have been received
- Start of construction is scheduled to begin the week of December 16, 2024

New Early Learning Center – Hord Coplan Macht (HCM) and McKnight Construction Co., Inc
Alexander Marshall, Project Manager

- Reported under budget and on schedule.
- SD's are scheduled to be received in January 2025
- Site survey is complete; Soil analysis is complete

➤ Question on Mr. Marshalls Projects:

- Mr. Warco asked what is the involvement of the POA with the construction of MRES.
 - Mr. Oetting responded by saying that the POA owns New Riverside Road. Therefore, the district must negotiate the use of New Riverside Road. When the MRHS was built, there was an agreement put in place between the POA and the district that explained that there would be future negotiations as new facilities were added.
- Mr. McNally asked about the timeframes to receive permits and how MRES was able to receive permits expedited in the end.
 - Mr. Marshall responded by saying that the assistance from the Board Members in communicating the urgency to elected officials and the South Carolina Governor's Office is what allowed for those permits to be expedited. However, the time it took to receive the permits was a 15 month timeframe.

Mr. Vargas asked if there were any further questions regarding Mr. Marshall's updates.

No further questions were received.

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

**Hilton Head Island High School (HHIHS) – Little Diversified Architectural Consulting, Inc. (LDA) and MB Kahn Construction Co., Inc. (MBK)
Tim Summers, Project Manager**

- Reported under budget and on schedule
- **Phase 1:**
- contractual Substantial Completion date is June 19, 2026
- **Phase 1A: Construction of a 3-story classroom addition:**
 - Steel for phase 1A is 60% complete
- **Phase 1B Includes selective demolition and initial renovations, Group restroom improvements, Modifications of corridor walls and finishes:**
 - Scheduled to commence in June 2025.
- **Phase 2 Demolition of the “B” and “C” wings (Academic Spaces); Construction of a new cafeteria and CTE addition; and remaining renovations/improvements to the “D” wing:**
 - Interim review of 95% CD is scheduled to occur prior to December 2024.
- **Phase 3 renovation of both existing gymnasiums, existing JROTC and existing cafeteria:**
 - Interim review of 95% CD's is scheduled to occur prior to December 2024.
- **Phase 4 renovation of the existing Performance Arts Center (PAC):**
 - Interim review of 95% CD's is scheduled to occur prior to December 2024.
- GMP Proposal for Phase 2, 3 and 4 is scheduled to be received in Q1 2025.

➤ Questions on Mr. Summers projects

- Mr. Warco asked until when will steel continue to be delivered on the project.
 - Mr. Summers responded by saying the deliveries will continue until February 2025.
- Mr. Corbin added that once the final beam is scheduled to be set in place, there will be a topping out ceremony scheduled for the community to attend and witness the last beam being set in place. Mr. Summers will coordinate and a follow-up will be shared with the CLOC as to when this will occur.

Mr. Vargas asked if there were any further questions regarding Mr. Summers' updates.

No further questions were received.

Mr. Vargas turned the meeting over to Mr. Koll for his project updates

Technology Warehouse & Imaging Center – Jumper Carter Sease (JCS) and Shoreline Construction

Mark Koll, Project Manager

- Reported under budget and on schedule.
- CD's have been issued to Shoreline Construction for GMP pricing
- GMP pricing is scheduled to be received in January 2025

New Lady's Island Middle School (LIMS) – Quackenbush Architects (QAP) and Thompson Turner Construction (TTC)

Mark Koll, Project Manager

- Reported under budget and on schedule.
- SD documents have been issued to TTC for review and estimation
- TTC is scheduled to provide review comments and SD pricing in December 2024

Beaufort High School (BHS) – Jumper Carter Sease (JCS) and Thompson Turner Construction (TTC)

Mark Koll, Project Manager

- Reported under budget and on schedule
- Site Surveys are ongoing
- SD's are complete
- Onsite review of SD's is being coordinated to occur in December 2024

Port Royal Elementary School (PRES) - Jumper Carter Sease (JCS) and Thompson Turner Construction (TTC)

Mark Koll, Project Manager

- Reported under budget and on schedule
- TTC Amendment No 45 HVAC Replacement was approved at the November 12, 2024, Board Meeting
- Installation is being coordinated to occur during Summer 2025

➤ **Questions on Mr. Koll's Projects:**

- Mr. McNally asked if Mr. Koll could provide a high level overview of the project scope for the BHS CTE project.
 - Mr. Koll explained that the scope includes the renovation of six (6) to seven (7) interior classrooms, the addition of a CTE building with two high bay spaces to support two programs; one being Construction Technology, and the other being EMS/Firefighting.

Mr. Vargas asked if there were any further questions regarding Mr. Koll's updates.

No further questions were received about Mr. Koll's projects

Mr. Vargas turned the meeting over to Mr. Froemming for his project updates

Whale Branch Elementary School (WBES) – Jumper Carter Sease (JCS) and Ajax Building Co. (AJAX)

Mark Koll, Project Manager

- Reported under budget and on schedule
- AJAX Amendment No 25 HVAC Replacement was approved at the November 12, 2024, Board Meeting
- Construction is scheduled to occur during Summer 2025

Safety/Security Improvements

Ben Froemming, Project Manager

- Reported under budget and on schedule
 - **JSES:** AJAX GMP pricing has been received; Cost review is ongoing
 - **RSLA:** Work is scheduled to begin in December 2024
 - **HHIMS:** Camera installations are complete; Access controls integration with lockdown system is scheduled for completion in December 2024
 - **BHS:** GMP Amendment for the scope changes is being routed for approval
- Questions on Mr. Froemming's Projects:
- Mr. McNally asked how the four pilot projects were selected.
 - Mr. Froemming explained that the selection was done in order to test four different scenarios to be able to refine the Safety/Security Program scopes, system selections, integration of the lockdown feature from the PA/Intercom with Access Controls, etc. Once completed a Lessons Learned will be conducted with the operations, technology, and security departments in order to be able to roll out the program at multiple locations and minimizing the amount of issues that will be encountered through the execution of the program.
 - Mr. McNally asked if the systems were accounted for in the 2023 Bond Referendum budgets.
 - Mr. Froemming responded by saying yes.
 - Mr. Vargas explained that the selections were done to testing out scenarios in a high school, middle school, and elementary school, and PK-8 school.
 - Mr. McNally asked if all the Safety/Security in the 2023 Bond Referendum was in addition to what has already been accomplished in 2019 Bond Referendum.
 - Mr. Vargas responded by saying yes.
 - Mr. McNally asked about the timing of the pilot projects.
 - Mr. Hill stated that most of the pilot projects will be substantially complete in Q1 of 2025. Mr. Hill explained that all the field verifications and documentation is in progress for when the pilot program is complete, the rollout of the program will proceed.
 - Mr. Warco stated asked who comprised the school district's security team.
 - Mr. Froemming responded by saying David Grissom and Stewart Cottingham.

- Mr. Oetting added that both David and Stewart were the head of the department. They are being involved in the review process as well as the field verifications to ensure that we apply the lessons learned from the 2019 Bond Referendum to be successful in the execution of the 2023 Bond Referendum Safety/Security program.

Mr. Vargas asked if there were any further questions regarding Mr. Froemming's updates.

No further questions were received about Mr. Froemming's projects

School Furniture Replacements (Mr. Lawton)

Mossy Oaks Elementary School (MOES):

- Reported under budget and on schedule.
- Classroom furniture order is scheduled to be placed in Summer 2025

Port Royal Elementary School (PRES):

- Reported under budget and on schedule.
- Classroom furniture order is scheduled to be placed in Summer 2025

Joseph S. Shanklin Elementary School (JSES):

- Reported under budget and on schedule.
- Classroom furniture order is scheduled to be placed in Summer 2025

Mr. Vargas asked if there were any questions regarding Mr. Lawton's updates.

None were received

5. 2023 Financial Reports and Summary (Mr. Vargas)

- Reported with a "green" traffic light as of November 30, 2024, the Current Budget remains at \$439,035,000.
- The Paid and Committed Funds total \$177,631,555 (40.46%).
- The Total Remaining Funds to Commit (including Contingency) total \$261,403,445 (59.54%).
- No Contingency use or savings were reported for November 2024.
- The remaining available program contingency is \$11,413,366.
- The original project level contingencies started at \$17,060,756
- The current project level contingencies total \$13,945,460

6. 2023 Bond Referendum Cash Flow Projections vs. Actual (Mr. Vargas)

- Referendum funds paid as of November 30, 2024, total \$8.51 Million.
- Total forecasted expenditures through November 30, 2024, was \$17.59 Million.
- Mr. Vargas added that the original cashflow forecast was an assumption of what Turner & Townsend Heery anticipated for architects, contractors, and other vendors to spend through the lifespan of the 2023 Referendum; As projects are placed under contract, the CM's are providing their cashflow analyses. Turner & Townsend Heery will use this information to update the Cashflow at the end of the year in preparation for Year 2 of the 2023 Bond Referendum Program.

7. 2023 Bond Referendum Community Outreach (Mr. Vargas)

- A Groundbreaking ceremony for MRHS CTE addition is being coordinated to occur in January 2025

8. 2023 Bond Referendum CLOC Sub-Committee Reports/Updates:**➤ Project Sub-Committee Updates (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 early January 2025

➤ Finance Sub-Committee updates (Mr. Warco)

- Mr. Warco provided the Finance Sub-Committee report on the financial information received at the November 11, 2024, meeting
- The 2023 Bond Referendum budget totals \$439,035,000 million.
- The Finance Sub-Committee cross analyzed the 513 report to make sure that all the projects add up to the total 2023 Bond Referendum Budget and everything matched.
- The Finance Sub-Committee reported that the total contingency currently sits at \$28.26M, this includes Program contingency, Project contingency and Design Contingency.
- MRES is a concern, only showing \$28,000 left for the project.
- 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 three (3) projects.

➤ Questions on the Sub-Committee Updates:

- Mr. Warco asked if the district could give an explanation regarding the use of project contingency on the MRES financials.
 - Mr. Vargas responded by saying that the final GMP from the CM was above the budgeted construction cost, there was a need to utilize the project contingency to make up for the deficit between the GMP and what the construction budget was.
- Mr. Warco then stated that MRES came in higher than what was projected.
 - Mr. Oetting responded by saying that there was an increase in the HVAC cost which contributed to the overage.
- Mr. Warco asked if there should be concerns with instances such as these occurring on future projects
 - Mr. Oetting responded by saying that HVAC units had a change in refrigerant which has caused a change in the manufacturing of the units. Units manufacturing on units with the new refrigerant begins on January 1, 2025. This change is affecting some of the pricing as manufacturers no longer took orders for manufacturing units with the previous refrigerant in 2024 and the new orders were for equipment using the new refrigerant.
- Mr. Warco asked if there is sufficient contingency built in these projects to cover price increases

- Mr. Oetting added that at MRES we did not use any program level contingency. What is being spent is what was allocated at the project level. We anticipate that the contingency built into the projects to be sufficient to cover these types of increases.
- Mr. Clare asked what percentage increase the final HVAC cost for MRES versus the budgeted amount is.
 - Mr. Marshall responded by saying it was thirty (30) percent on HVAC equipment. However, there were other increases on construction materials such as the concrete costs due to the Insulated Concrete Forms (ICFs) which uses more concrete than typical construction.
- Mr. Clare asked how much HVAC is anticipated at the other projects.
 - Mr. Oetting responded by saying the budget will vary depending on the size of the facility.
 - Mr. Corbin added that the easiest way to determine the cost is to calculate the HVAC per square foot.
 - Mr. Vargas added that as cost estimates are received, the district, architects, and CM's all sit down to review the costs to work out discrepancies in the costs to be able to meet the budgets.

No further questions were asked about the Sub-committee financial report

9. **2023 Bond Referendum Forward Looking Items and Events**

- Q4 2024 CLOC Board update will be coordinated to occur in March 2025.

10. 2023 Bond Referendum next meeting is scheduled for February 12, 2024, at Okatie Elementary School in the Media Center.

Mr. Warco asked if there were any more items to discuss.

- No further items to discuss were brought up. A motion was made by Mr. Tritschler and seconded by Mr. Priest. The meeting was adjourned.