

Master Facility Committee Meeting Minutes

March 19, 2018 4:00PM in Cedar A Conference Room at the ELSC

Members Present: Mike Dawson, Steve Shupp, Sue Shanklin, Pat Loeffler, Frank Rainbolt, Dave Dvorak, and Tina Rusbult,

Members Absent: Bill Hanes and Lindsay Schumacher

Committee Support Present: Steve Graham, Traci Rozek, and Jon Galbraith from the District. Jordan Dreyer from Shive-Hattery.

Note taker: Traci Rozek

Mike Dawson convened the meeting at 4:00 pm

Minutes: The minutes from the February 19, 2018 Master Facility Plan Oversight Committee meeting were reviewed. Motion to pass meeting minutes made by Pat Loeffler and seconded by Sue Shanklin.

Approval of Washington High School ADA Auditorium Project

- Jon Galbraith explained that two bids were received, the estimate from Shive-Hattery was \$172,968, low bid came in at \$199,500, and the District budget is \$199,000. The bids received were competitive, with Garling Construction being the low bid.
- Pat Loeffler inquired about why there were only 2 bidders.
- Sue Shanklin inquired about the estimate and the actual cost. Jon Galbraith explained that there are two parts to the project, ADA access and seating, with a large part of the cost being the seating.
- Approval of Washington High School ADA Auditorium Project. Pat Loeffler read the sample motions, Frank Rainbolt seconded, motions approved.

Sample Motions- General Contractor

It is recommended that the Board of Education award a contract to the low bidder, B.G. Brecke, for the Polk Chiller Replacement Project. The low bid amount is \$98,000. Shive-Hattery construction Estimate is \$150,000, actual Cost is \$98,000, and the project budget is \$200,000.

Approval of Washington High School Track Resurfacing Project

- Jon Galbraith stated that two bids were received, the estimate from Shive-Hattery was \$254,500, the low bid was \$209,950, and the District budget is \$250,000. Pro Track and Tennis was the low bid, and they are out of Omaha, Nebraska.
- Dave Dvorak inquired if it was a latex track. Jon Galbraith stated it was urethane. Dave Dvorak explained that urethane was a better surface as it stays softer in cooler temperatures. There will be a 1.5" overlay and then the track will be resurfaced.

- Approval of Washington High School Track Resurfacing Project. Sue Shanklin read the sample motions, Pat Loeffler seconded, motions approved.

Sample Motions--General Contractor

It is recommended that the Board of Education award a contract to the low bidder, Pro Track and Tennis, Inc., for the Washington High School Track Resurfacing Project. Shive-Hattery construction estimate is \$254,500, the low bid amount is \$209,950, and the project budget is \$250,000.

Approval of Metro High School ADA Compliance Project

- Jon Galbraith explained that Metro High School ADA Compliance project consisted of remodeling a set up restrooms on the main floor. The low bid is \$166,000 (includes alternate), Shive-Hattery construction estimate is \$158,469, and the project budget is \$150,000.
- Jon Galbraith explained that this was a project that was deferred but is now moving forward.
- Approval of Metro High School ADA Compliance Project. Pat Loeffler read the sample motions, Dave Dvorak seconded, motions approved.
- Tina Rusbult inquired about the status of the Franklin running track, as that was a project that was to have been completed last year. Steve Graham explained that it was still currently on hold as there were still conversations the City of Cedar Rapids and Mount Mercy for proposed improvements.

Sample Motions-General Contractor

It is recommended that the Board of Education award a contract to the low bidder, Garling Construction, Inc. The low bid amount is \$166,000. This includes alternate bid 1 in the amount of \$1,000, and the base bid amount of \$165,000.

Financial Report-Steve Graham

- Page 4 shows a variance in the amount of (\$21,387) for Fiscal 2018 SAVE Funds.
- Page 13 shows PPEL Projects for Fiscal 2018. The page shows the designated projects and the money that has been encumbered on them.
- Page 14 shows a favorable balance of \$3,076,460 for PPEL Funds.

Architectural RFP Update-Jon Galbraith

- Steve Graham discussed the RFP, and that there were 10 firms who submitted qualifying request for consideration, and that all firms will be brought in. Each firm is given 40 minutes, and they were provided with 10 focal points to include in their presentations.
- Feedback and the recommendation will be given at the next meeting on April 16 then taken to the Board of Education on April 23.
- Dave Dvorak inquired about if the firms will be designing new buildings. Steve Graham responded that they will be focused on PPEL projects only.
- The list of funds will be sent out to all participating firms.

Annual Presentation to the Board of Education-Mike Dawson

- Mike Dawson discussed the annual presentation to the Board of Education. Sue Shanklin briefly discussed the past presentation and the key points that were given.
- Mike Dawson stated they would plan on the presentation being given on June 11th' 2018.

Membership Renewal

- Mike Dawson stated that committee member terms are ending and needing renewed. Up for renewal are Steve Shupp, Dave Dvorak, and Pat Loeffler.

Action Items

- Traci Rozek to send out email to committee members that includes the past presentation to the Board of Education.
- Committee members to email Mike Dawson and Sue Shanklin with thoughts and ideas for the annual presentation to the Board of Education.
- Committee members to bring information to the April 16th meeting that they feel should be shared during the annual presentation to the Board of Education.
- Jon Galbraith to make a chart showing the accomplishments since 2015.

Meeting adjourned at 4:40 pm



Traci Rozek



Jon Galbraith