

Minutes of the School Facilities Commission
1920 Thomes Avenue
Cheyenne, Wyoming

SPECIAL MEETING
May 25, 2006

Conference Call

Chairman Marsh called the meeting to order at 9:04 a.m.

Present: Commissioner Carrier, Commissioner Ferris, Commissioner Gilpatrick, Commissioner Goodson, Chairman Marsh, Mary Kay Hill representing Commissioner McBride and Director Shivler.

Approval of Meeting Agenda

Commissioner Goodson made a motion to approve the agenda as written; Commissioner Gilpatrick seconded the motion; motion passed unanimously.

Reprioritized Projects

Chairman Marsh began the review of the Reprioritized District Projects from the spreadsheet provided in the meeting packet.

A brief recess was taken due to technical difficulties with the conference call. All participants in the conference call were asked to call into a different number, roll call of the Commissioners was taken again and the meeting was reconvened.

Chairman Marsh continued with the review of the Reprioritized District Projects making the following corrections to the SFC Advance Funding – Summary List: Row 7 changed to Row 1 and Row 1 changed to Row 7. The assigned Project Managers provided explanations of each line item and project as follows:

Sheridan 1 – Tongue River High School Land Purchase and Design – Mr. Dave LaPlante explained the project. Chairman Marsh made the clarification that the project amount was design through construction documents. Ms. Sue Belish, Superintendent of Sheridan County School District No. 1, explained there is a purchase agreement in place for the land and the design is in process.

Park 1 – Westside Elementary School Balance of design for remodel and addition – Mr. Dave LaPlante explained the project. Ms. Mary Jo Lewis, Business Manager for Park County School District No. 1, explained that the Southside Elementary School and Westside Elementary School projects are being done in conjunction and asked that they both be brought forward so the projects can be bid at the same time to take advantage of cost savings.

Laramie 1 – Replacement Elementary School (Southside Elementary School) – Mr. Ken Burnett explained the project. Chairman Marsh requested this contract be reviewed by the Commission prior to being executed because an alternate delivery method is being used. Ms. Nancy Thomson explained that the staff is in the process of developing an alternate delivery method contract. Ms. Thomson also explained the recent change in the Wyoming statutes allows the districts to use alternative delivery methods. Ms. Donna Murray further explained that the district is the entity entering into the contract with the contractor, not the SFC. Commissioner Goodson inquired what form of delivery method would be used. Mr. Burnett responded that it would be a CM Agent also known as a CMGC. Director Shivler further explained that Laramie County School District No. 1 has had considerable growth in their elementary schools and this school is a fast track school to address the district’s growth issues.

Commissioner Marsh asked for further clarification of the CMGC delivery system. Mr. Burnett explained it is an entity which works as the construction manager and the general contractor for the project. Commissioner Marsh made the clarification that there is no GMP on this project. Ms. Mary Kay Hill suggested the Commission develop some policies which govern how districts choose their delivery method which can be applied to all districts. All Commissioners agreed they were comfortable with this project moving forward.

Campbell 1 – Design of Stocktrail Elementary School – Ms. Nancy Thomson read the summary of the project found in the meeting packet. There were no comments from the district regarding this project. It was suggested in order to keep the number of prototypical elementary schools to a minimum, reprioritization of this project be contingent upon the district considering the use of one of the existing prototypical designs.

Albany 1 – HVAC system replacement - Mr. Taner Norton explained the project. Mr. Mike Moeller of Albany County School District No. 1 asked the project be considered because one of the units has already failed.

Park 1 - Southside Elementary School Site Development – Mr. Dave LaPlante explained the project. Ms. Mary Jo Lewis of Park County School District No. 1 explained this project is combined with the Westside Elementary School Project. Chairman Marsh inquired if this was a prototypical design. Ms. Lewis explained the District would like to have this school considered as a prototypical design however the design of this school is not ready for such consideration at this time. Chairman Marsh suggested the reprioritization of this project be made contingent upon the utilization of an existing prototypical design. Mr. Don Cravens, Superintendent for Park County School District No. 1, explained that the architect has agreed to look at the prototypical designs.

Sheridan 2 - Woodland Park Replacement School Design – Mr. Dave LaPlante explained the project. Ms. Julie Carroll, Facility Manager for Sheridan County School District No. 2, explained no design for this school has been determined at this time. Chairman Marsh suggested reprioritization of this project should be made contingent upon the consideration of the prototypical elementary school design. Ms. Carroll agreed to Chairman Marsh’s suggestion.

Sweetwater 1 – High School ADA Upgrade – Mr. Lance Johnson explained the project. There were no additional questions or comments on this project.

Hot Springs 1 – Fire Alarm, Fire Sprinkler, HVAC Upgrades – Mr. Dave LaPlante explained this project. Mr. Ray Shulte Superintendent for Hot Springs County School District No. 1 explained this project is imperative to the district.

Big Horn 2 – Elementary School Stabilization and Design – Mr. Dave LaPlante explained this project. There were no additional questions or comments on this project.

Laramie 1 - Modularity for Rossman Elementary School – Mr. Ken Burnett explained this project. Chairman Marsh asked if Minor Capital funds can be utilized for leased facilities. Ms. Teresa Kunkel responded Minor Capital funds could be utilized for leased facilities.

Washakie 2 - HVAC & ADA Upgrades – Mr. Dave LaPlante explained this project. Mr. Dan Coe, Superintendent for Washakie County School District No. 1, explained this project is a time sensitive project which needs to be completed prior to the students returning to school in August. Mr. Coe brought it to the attention of the Commission there was a typographical error on the Reprioritization Summary Sheet, the site design amount should be \$51,500 and the Stabilization amount should be \$463,500. Ms. Mary Kay Hill inquired if this is the best site for this project given all the site work which is required at this site. Mr. LaPlante responded this site will be well protected and will have a lengthy life cycle.

Washakie 2 – HVAC & ADA Upgrade – Mr. Dave LaPlante explained the project. There were no additional comments or questions on this project.

Sheridan 2 - Maintenance Facility Replacement – Mr. Dave LaPlante explained this project. There were no additional questions or comments on this project.

Fremont 6 – Wind River Elementary School - Mr. Dave LaPlante explained this project. Ms. Diana Clapp, Superintendent of Fremont County School District No. 6, requested the Commission move forward with reprioritizing this project.

Park 6 – Cody High School balance of design for upgrade - Mr. Dave Laplante explained this project. There were no additional questions or comments on this project.

Park 6 – Phase 1 High School Construction – Mr. Dave LaPlante explained this project. It was clarified that this project is a CMAR with a GMP. There were no additional comments or questions on the above two projects.

Sweetwater 2 – Lincoln Middle School replace chiller – Mr. Lance Johnson explained this project. There were not additional comments or questions on this project.

Big Horn 2 – Replace Roof design and construction – Mr. Dave LaPlante explained this project. Mr. Dan Coe, Superintendent of Big Horn 2, explained this is a project to address the structural integrity of the building.

Johnson 1 – Parking lot and green area, ADA Access at the Middle School – Mr. Dave LaPlante explained this project. There were no additional questions or comments on this project.

Sweetwater 2 – Monroe Intermediate Upgrade to T-8 lighting – Mr. Lance Johnson explained this project. There were no additional questions or comments on this project.

Sweetwater 2 – Monroe Intermediate re-roof – Mr. Lance Johnson explained this project. There were no additional questions or comments on this project.

Teton 1 – Jackson Middle School upgrade lighting to T-8 – Mr. Lance Johnson explained this project. There were no additional questions or comments on this project.

Weston 7 – Siting of Track Standard Design – Mr. John Efta explained this project. Following a discussion of the selected site, the Commission suggested AVI review the site for this project.

Big Horn 2 – Track – Mr. Dave LaPlante explained this project. Chairman Marsh asked for clarification whether \$150,000 had been expended for design on this project. Mr. Dan Coe, Superintendent for Big Horn County School District No. 2, informed the Commission that the district had not expended \$150,000. Mr. Coe further clarified, there has been some tentative planning done on this project but once the moratorium was placed on the construction of tracks design for this project was stopped.

Mr. LaPlante informed the Commission that after the Standard Track Design was created, the portions of the design for this project was incorporated into the Standard Track Design. Mr. Coe informed the Commission he was not certain of the exact amount which had been expended for design to date; however, he thought it was approximately \$20,000. There was further discussion regarding Chairman Marsh's recollection that during the March meeting, the amount of \$150,000 for design on this project was provided. Ms. Donna Murray read the minutes from the March meeting to the Commissioners which did not include an amount expended for design of this project. It was suggested that this item be table until further information could be provided to the Commissioners.

Big Horn 4 – Track – Mr. Dave LaPlante explained this project. There were no additional questions or comments on this project.

Ms. Donna Murray referred the Commission back to the question on the design amount for the Big Horn County School District No. 2 Track. Ms. Murray read notes which had been made by Chairman Marsh on the draft minutes. It was unclear from the notes made by Chairman Marsh whether the \$150,000 was for design of the Big Horn 2 project. Director Shivler read information from the March meeting packet. Mr. Coe again informed the Commission this had

been an ongoing project over the last several years but he could not give an exact amount expended for design. Mr. Coe did assure the Commission the amount expended was not \$150,000 but closer to \$21,000. Ms. Teresa Kunkel informed the Commission the SFC had not disbursed any funds to the district for this project. It was determined that if no money had been spent, there was not a problem.

Ms. Mary Jo Lewis of Park County School District No. 1 questioned whether the prototypical schools provided flexibility for alternate internal space designs for multi-age breakout areas. Mr. LaPlante clarified that the flexibility would be available. Commissioner Gilpatrick commented that flexibility of one of the many benefits of prototypical designs. Commissioner Gilpatrick stated the district will be given the opportunity to reconfigure the internal space to meet their program needs at a much lower design cost.

Commissioner Goodson interjected that the prototypical design would also be a cost benefit on the construction end when the contractor and the suppliers realize they are building the same type of building and supplying the same materials.

Commissioner Carrier also spoke in favor of the prototypical school by stating it would assist the school districts in expediting construction.

Ms. Mary Kay Hill moved to approve the funding list of attached reprioritized projects as presented to the Commission removing from list Weston 7 (Row 25) and Big Horn 2 (Row 26) and including the provision that elementary school design projects in Campbell 1 (Row 5), Park 1 (Row 7) and Sheridan 2 (Row 8) be expected to utilize the prototypical design provided for elementary schools. Commissioner Goodson seconded the motion; following a roll call vote of all the members the motion passed unanimously.

Commissioner Ferris asked to be excused from the meeting.

Weston 7 Track

Ms. Nancy Thomson gave the history of the site Weston County School District No. 7 had chosen for the construction of the track. Excessive site development for the donated site and the location of the existing track site was also discussed.

Commissioner Carrier moved the Commission approve the site work of the standard track design for Weston 7. Commissioner Carrier further moved the Weston 7 track project be reprioritized with the understanding the site costs be applied to the AVI contract. Commissioner Gilpatrick seconded the motion.

Commissioner Carrier suggested that the funds requested be used to conduct a comparison analysis of the two sites.

It was further suggested AVI visit the district with the Project Manager and report back to the Commission at the June meeting. Ms. Nancy Thomson agreed to the suggestion but stated it may be difficult to receive a report from AVI, given the short time frame.

Following a discussion of the logistics of the proposed AVI study and funding, Commissioner Carrier withdrew his motion and Commissioner Goodson withdrew his second to the motion.

Commissioner Carrier moved to approve the reprioritization of Weston County School District No. 7 siting for the standard track design and allow the \$51,500 for the design funds to be brought forward with the understanding AVI will use a portion of the design funds to conduct a site study with the results of the study to be brought to the Commission at the June 20, 2006 meeting. Commissioner Goodson seconded the motion; following a roll call vote of the members the motion passed unanimously.

Big Horn 2 Track

Commissioner Carrier moved to approve the reprioritization for Big Horn County School District No. 2 track for \$515,000. Commissioner Goodson seconded the motion; following a roll call vote of the members the motion passed with Chairman Marsh voting against the motion.

Building Assessment Contract

Commissioner Gilpatrick moved that the Commission authorize the Director to accept the proposal offered by FEA, as presented here today. He further moved the Commission authorize the Director to enter into a contract with FEA to train the SFC Project managers to conduct building assessments using the FEA spreadsheet which is compatible with the Maximus system.

Ms. Donna Murray explained that the Maximus database system is being used by several other state agencies, and that the SFC will soon be moving to the Maximus system. Ms. Murray further informed the Commission FEA helped create the assessment portion of the Maximus software.

Commissioner Carrier asked if the intent was to train the districts on the process as well. Mr. Burnett explained eventually this would be the intent.

Commissioner Carrier inquired if the state would accept the per diem plus twenty percent. Ms. Murray explained this issue would be look at further during the contract negotiation process.

Ms. Nancy Thomson suggested this contract be handled in the same fashion as the AVI contract with respect to the negation of fees.

Ms. Mary Kay Hill moved to amend the main motion to add “subject to approval by the appropriate state entity”; Commissioner Carrier seconded the amendment to the motion; following a roll call vote of the members the amendment to the main motion passed unanimously.

Following a roll call vote of the members the motion as amended passed unanimously.

Commissioner Gilpatrick made the motion to adjourn at 11:30 a.m.; Commissioner Goodson seconded the motion; motion passed unanimously.

Michele Semones, Executive Assistant

Approved by:

Jeff Marsh, Chairman