



West Linn – Wilsonville Schools

Bond Oversight Committee Meeting
Administration Building
22210 SW Stafford Rd, Tualatin, OR 97062
April 19, 2017, 6:00 PM

Agenda

1. Call to Order 6:04 pm Admin Boardroom

2. Roll Call: **David Lake** **Samy Nada**
 Doris Wehler **R. B. Brandvold**
 Kent Wyatt Grady Nelson
 Mike Jones **Chelsea Martin (Board Liaison)**
 Kathy Ludwig **Tim Woodley**
 Remo Douglas **Tony Vandenberg**
 Amy Berger Andrew Kilstrom (Reporter)

3. The Bond Oversight Quarterly Report, Quarter 1, 2017 was handed out as a draft. Tim walked the group through the draft of the report.
 - a. The program financial summary was reviewed. Currently the bond has paid out about 44.5 million dollars to date, with 3/4 of the overall money committed either in money already spent or contracts approved. 9 million was spent this quarter.
 - b. The two new school projects are under construction.
 - c. The two high school projects are substantially complete.
 - d. Progress on both new school projects gave confidence in budgets and total \$1 Million was transferred out of those projects to support Districtwide Improvement Projects.

4. Meridian Creek Middle School
 - a. Financially the project is a bit behind but we are fully on track to finish on time. The contractor has increased man power to help make-up for some of the weather delays.
 - b. The public improvements project work includes creating new Hazel Rd and 63rd Ave as well as improvements at the 4-way intersection at Boeckman Rd, Wilsonville Rd, Advance Rd & Stafford Rd which includes sidewalks and a signal light. There have been some road closures at the intersection and will continue this spring with opening before school.
 - c. Furniture procurement has been a big effort for both new schools and work between Bond staff and the Principals has been thorough and furniture will be ordered in the coming weeks.

5. Sunset Primary School
 - a. Construction is underway at Sunset and is still on track for completion for school opening fall 2017.
 - b. The West Linn City Council met April 10, 2017 and upheld the approval of the project. The appeal period ends May 3rd. Work continues on site.
6. West Linn High School 700 Building
 - a. This project is substantially complete and being used by the high school.
7. Wilsonville High School Performing Arts
 - a. This project is substantially complete and being used. There are some punch list items to be completed but nothing that interferes with the use.
8. Tech
 - a. Technology continues with small projects for now with the next districtwide tech upgrade rollout is being geared up for this summer along with preparing for adding one new middle school and updating Sunset.
9. Safety and Security
 - a. This project includes the fencing project at Cedaroak Park Primary this summer as well as part of the plaza entry for WHS among other smaller projects.
 - b. Safety & Security law and policy continue to be reviewed under this project. The April school board meeting included a presentation by the superintendent to kick start some policy making regarding safety & security.
10. District-Wide Projects
 - a. Roofing Replacement – Several schools will have new roofs installed, this project went out to bid in April.
 - b. Trillium Creek Enclosure – Just like we did last summer with Lowrie Primary, the outdoor learning gardens will be enclosed.
 - c. DOC Renovation – The project includes renovating the district operations center for record storage, and a growing district and is currently underway to be completed this spring.
 - d. Middle School Refresh- This project includes a variety of updates across the three existing middle schools. This work will be complete by the start of school.
 - e. WHS Entry – Part of this project is under the safety & security project to secure the entrance. Another part is to change the landscape and design, partly for a safety component piece using bollards, plantings, etc.
 - f. Districtwide Lighting Replacement – This project will go out to bid this spring and includes energy efficient lighting replacements in several school gyms, commons, and wall packs. This work will be done by start of school 2017.



West Linn – Wilsonville Schools

**2014 Bond Oversight Committee Meeting
Administration Building
22210 SW Stafford Rd, Tualatin, OR 97062
Wednesday, April 19, 2017 6:00 PM**

2014 Bond Oversight Committee Meeting

Agenda

1. Call to Order
2. Roll Call
3. Presentation of 1st Quarter 2017 Bond Report
4. Discussion: Joint Board/LRPC Meeting Review-Next Steps
5. Meeting Calendar

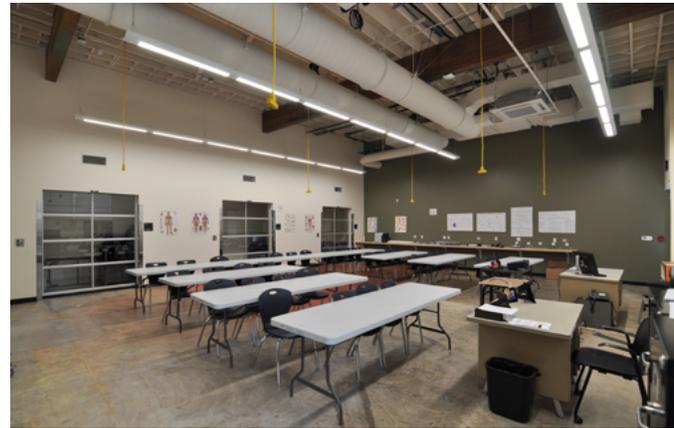
Adjourn

Bond Oversight Committee Guidelines

The Long Range Planning Committee, in providing 2014 Bond Oversight, will actively monitor and regularly report to the School Board on the progress of the bond program. Responsibilities include the following:

1. Ensure bond revenues are used for purposes consistent with the Long Range Plan, the voter-approved ballot measure 3-456, and state law.
2. Meet at least quarterly to review expenditure reports, project plans, and progress reports. Provide quarterly and annual written reports and presentations of capital bond progress and finances to the Board at a regularly scheduled School Board meeting.
3. Communicate key 2014 Capital Bond progress and information to community stakeholders through a variety of methods.

April 2017



WEST LINN - WILSONVILLE SCHOOL DISTRICT

2014 Capital Bond Program
Quarterly Report

Q1 2017

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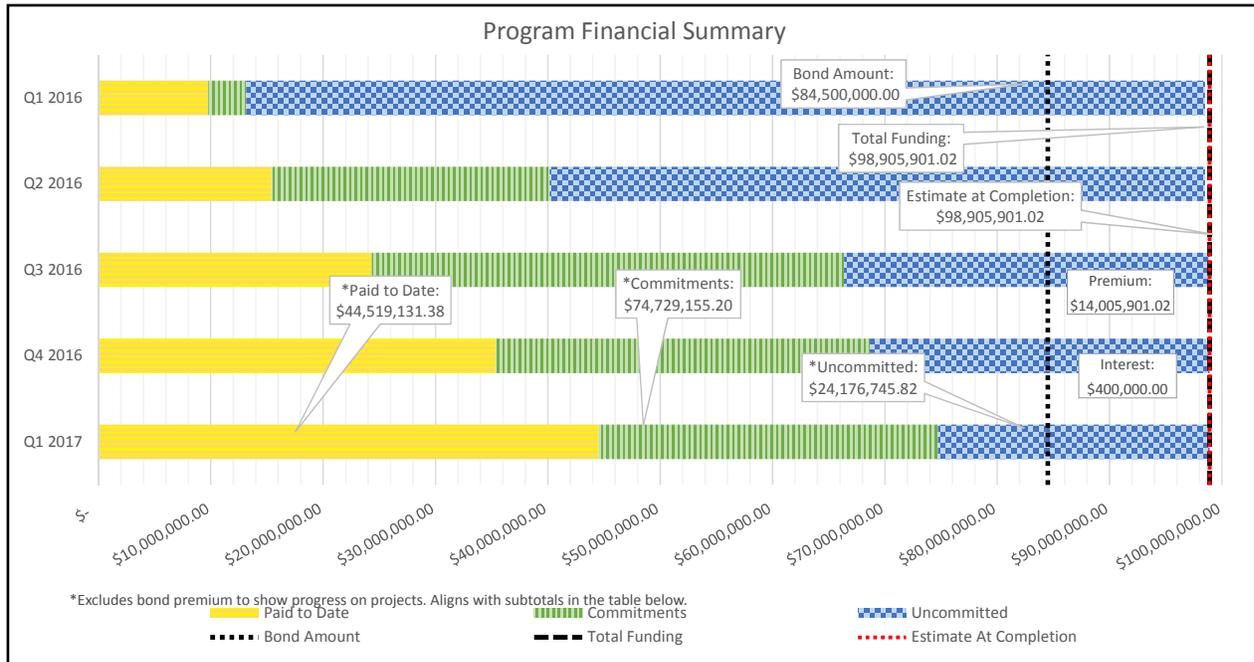
Q1 2017



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PROGRAM SUMMARY

Q1 2017



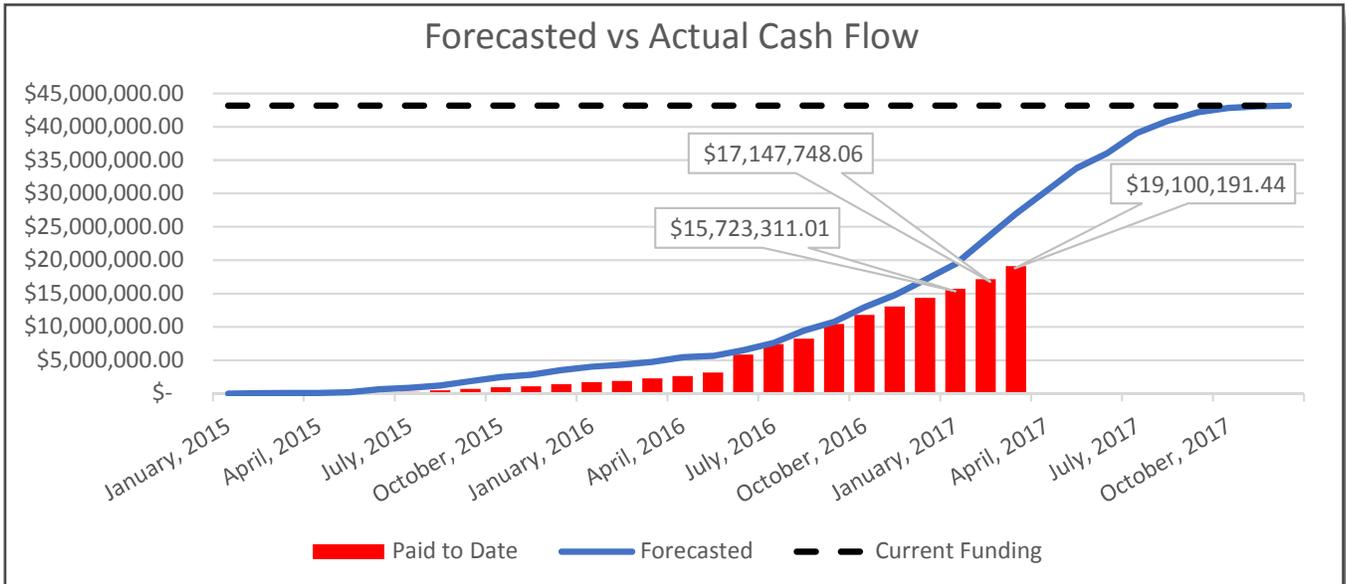
| | Original Funding | Approved Changes | Current Funding | Current Commitments | Paid to Date | Estimate At Completion | Forecasted Over/(Under) |
|---|----------------------|-----------------------|----------------------|----------------------|----------------------|------------------------|-------------------------|
| New Middle School in Wilsonville | 40,000,000.00 | 3,174,037.61 | 43,174,037.61 | 36,617,407.68 | 19,100,191.44 | 43,174,037.61 | 0.00 |
| Sunset Primary School Replacement | 24,000,000.00 | 3,704,498.96 | 27,704,498.96 | 22,544,051.36 | 11,910,502.06 | 27,704,498.96 | 0.00 |
| 700 Building Renovation & Addition @ WLHS | 3,000,000.00 | 780,344.24 | 3,780,344.24 | 3,522,501.20 | 3,424,494.15 | 3,780,344.24 | 0.00 |
| Performing Arts Renovation & Addition @ WHS | 3,000,000.00 | 294,000.97 | 3,294,000.97 | 3,028,988.56 | 2,898,961.99 | 3,294,000.97 | 0.00 |
| Technology @ D-W | 7,000,000.00 | 0.00 | 7,000,000.00 | 3,803,850.93 | 3,778,270.93 | 7,000,000.00 | 0.00 |
| Safety & Security @ D-W | 500,000.00 | 1,500,000.00 | 2,000,000.00 | 483,376.76 | 425,295.44 | 2,000,000.00 | 0.00 |
| Improvements @ D-W | 7,000,000.00 | 4,500,000.00 | 11,500,000.00 | 4,728,978.71 | 2,981,415.37 | 11,500,000.00 | 0.00 |
| Subtotals | 84,500,000.00 | 13,952,881.78 | 98,452,881.78 | 74,729,155.20 | 44,519,131.38 | 98,452,881.78 | 0.00 |
| *Bond Premium | 14,005,901.02 | -13,652,881.78 | 353,019.24 | 257,464.42 | 257,464.42 | 353,019.24 | 0.00 |
| Estimated Interest Earnings | 400,000.00 | -300,000.00 | 100,000.00 | 0.00 | 0.00 | 100,000.00 | 0.00 |
| Subtotals | 14,405,901.02 | -13,952,881.78 | 453,019.24 | 257,464.42 | 257,464.42 | 453,019.24 | 0.00 |
| Grand Totals | 98,905,901.02 | 0.00 | 98,905,901.02 | 74,986,619.62 | 44,776,595.80 | 98,905,901.02 | 0.00 |

*Includes \$4,505,000.00 in as-yet unsold bonds

- The two high school renovation and addition projects are substantially complete. Minor work will continue over the next few months with the projects in closeout.
- The two new school projects continue to make steady progress towards completion.
- Expenditures during this quarter exceeded nine million dollars.
- 45% of current funding has been spent.
- Progress on both new school projects has given sufficient confidence in project budgets to transfer funds to District-Wide Improvements to support prioritized projects. Total transferred funds: \$1,000,000.00
 - \$750,000.00 from New Middle School in Wilsonville
 - \$250,000.00 from Sunset Primary School Replacement
- The design, permit and bid processes for the District-Wide Improvements projects continue.
- The upcoming summer will be a very busy time as projects are completed across the district.

MERIDIAN CREEK MIDDLE SCHOOL

Q1 2017



| | 2014 | | 2015 | | | | | | | | 2016 | | | | | | | | 2017 | | | | | | | | | | | | | | | | | | |
|-----------|---------|---|--------|---|----|---|----|---|----|---|---------|---|----|---|----|---|----|---|--------|---|----|---|----|---|----|---|---|---|---|---|---|---|---|---|---|---|---|
| | Q4 | | Q1 | | Q2 | | Q3 | | Q4 | | Q1 | | Q2 | | Q3 | | Q4 | | Q1 | | Q2 | | Q3 | | Q4 | | | | | | | | | | | | |
| | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N |
| Design | PLANNED | | ACTUAL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Permit | PLANNED | | ACTUAL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Construct | | | | | | | | | | | PLANNED | | | | | | | | ACTUAL | | | | | | | | | | | | | | | | | | |

Recent Activities:

- The Right of Way project is well underway; the contractor continues work along Advance Road, 63rd Avenue and Hazel Street.
- Bids for the Public Improvements Project were received December 20, 2016. The low bidder was K&E Excavating Inc. The bids came in under the engineers estimated value.
- Robinson Construction has continued construction of the Middle School building.
- Exterior finishes are proceeding.
- Structure is nearly framed.
- Interior finishes are in progress with sheetrock installation started in the gyms and classroom wing.
- Building electrical and plumbing rough-in continues throughout the building.
- Bulk furnishings procurement is nearly complete.

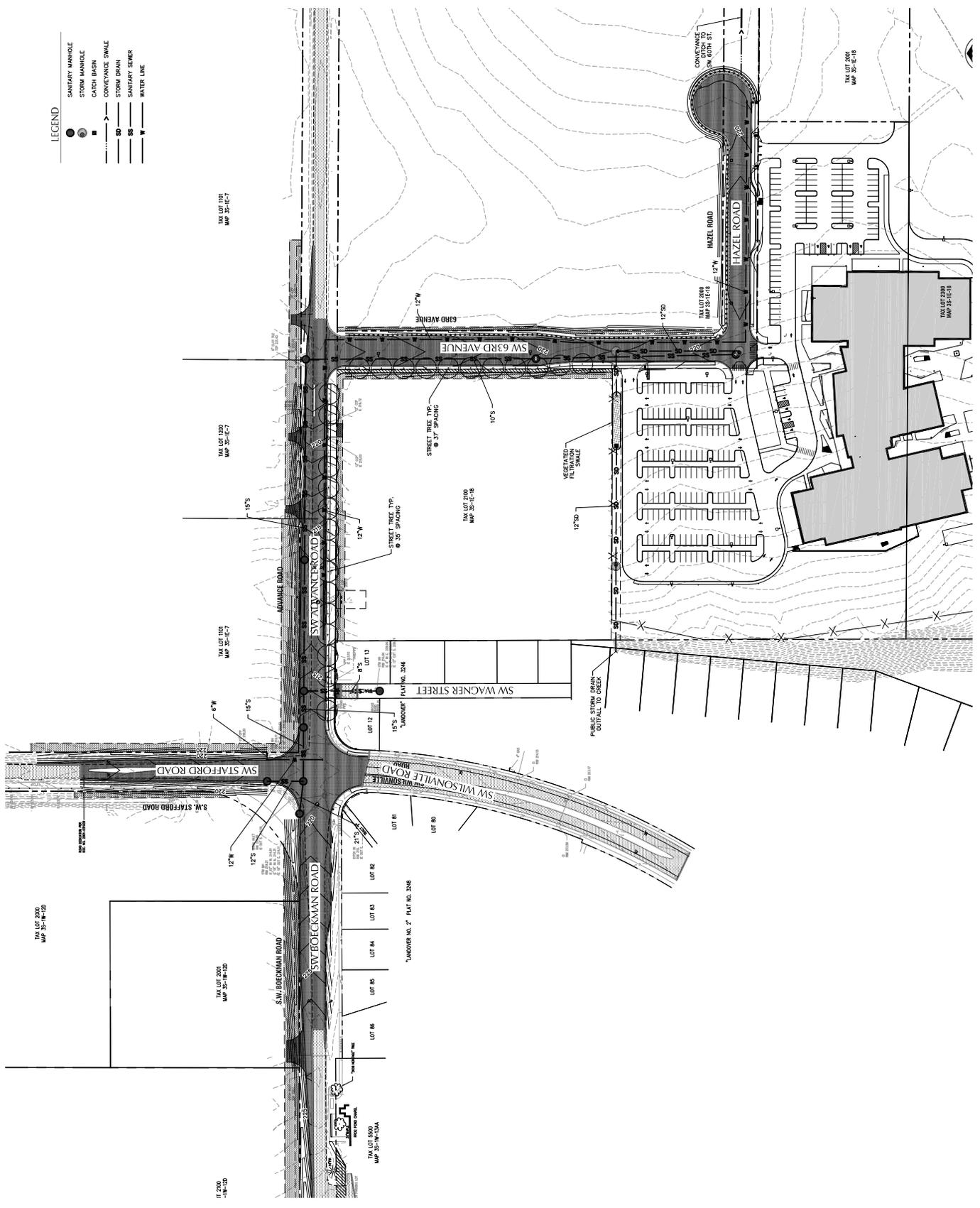
Upcoming Activities:

- Paving of 63rd and Hazel Street
- Road closure of Advance Road adjacent to the project and completion of paving and improvements to the Wilsonville/Stafford/Boeckman/Advance intersection.
- Siding and window installation starting at the gyms.
- Sheetrock and painting throughout the building.
- Mechanical and electrical equipment installation continuing.
- Site work including parking lot paving and site lighting.



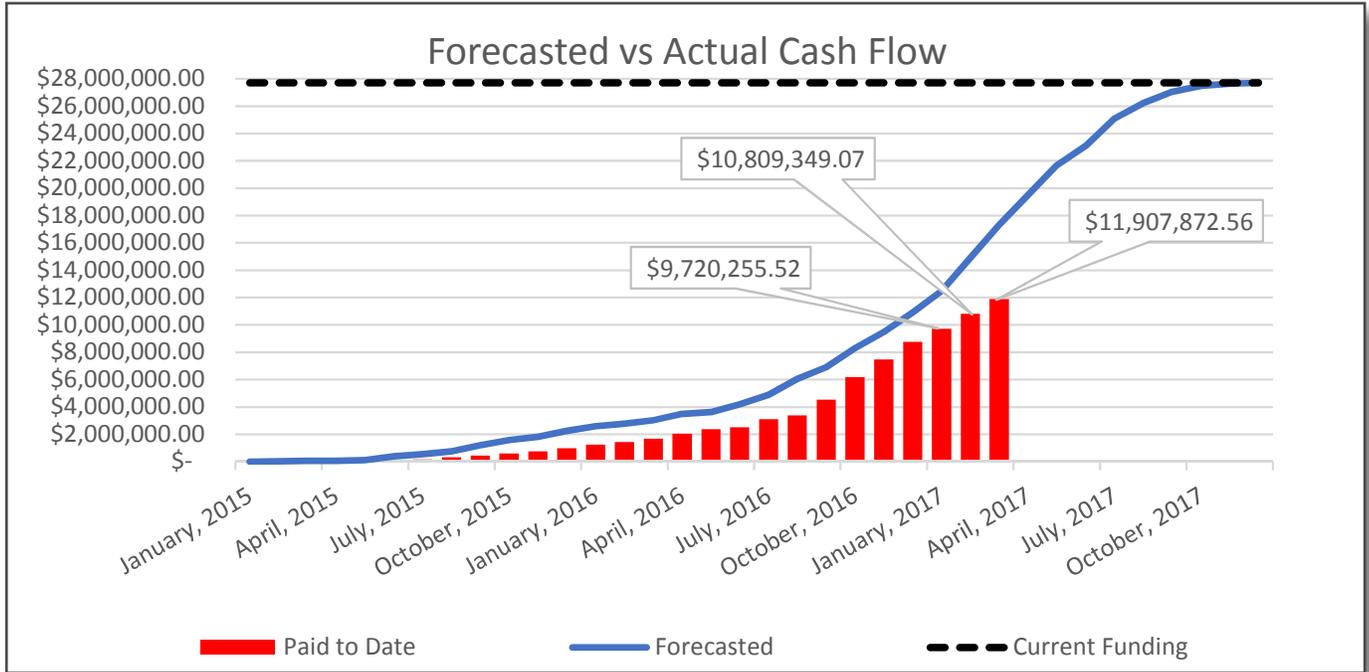
LEGEND

- SANITARY MANHOLE
- STORM MANHOLE
- CATCH BASIN
- CONCRETE SWALE
- STORM DRAIN
- SANITARY SEWER
- WATER LINE



SUNSET PRIMARY SCHOOL REPLACEMENT

Q1 2017



| | 2014 | | | | 2015 | | | | | | | | | | | | 2016 | | | | | | | | | | | | 2017 | | | | | | | | | | | | | | | | | | | | |
|-----------|---------|---|---|---|---------|---|---|----|---|---|----|---|---|----|---|---|---------|---|---|----|---|---|----|---|---|----|---|---|--------|---|---|----|---|---|----|---|---|----|---|---|---|---|---|---|---|---|---|---|---|
| | Q4 | | | | Q1 | | | Q2 | | | Q3 | | | Q4 | | | Q1 | | | Q2 | | | Q3 | | | Q4 | | | Q1 | | | Q2 | | | Q3 | | | Q4 | | | | | | | | | | | |
| | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N |
| Design | PLANNED | | | | ACTUAL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Permit | | | | | PLANNED | | | | | | | | | | | | ACTUAL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Construct | | | | | | | | | | | | | | | | | PLANNED | | | | | | | | | | | | ACTUAL | | | | | | | | | | | | | | | | | | | | |

Recent Activities:

- The appeal to the Oregon Land Use Board of Appeals by petitioners David Dodds and Save our Sunset Park concluded with a final opinion and order on January 12, 2017. LUBA denied two of the four assignments of error, and sustained two others centered on the opportunity for public comment on the amended storm water management plan. This resulted in a remand to the City of West Linn. West Linn City Council held a public hearing March 20, 2017, received public comment and tentatively upheld their original approval of the project.
- The contractor has made significant progress on the building. Framing of the building is essentially complete, with minor work continuing ahead of other trades. The first layer of roofing has been installed over the entire building and good progress is being made on subsequent layers on dry days. Electrical rough in is nearing completion and mechanical and plumbing rough-in has made significant progress. Insulation is well underway and sheetrock has begun in earnest. Brick has started to rise up the exterior of the building.
- The contractor utilized spring break to complete the final section of new water line in the right-of-way.

Upcoming Activities:

- The West Linn City Council's final decision to uphold approval of the project is expected on April 10, 2017. Construction will continue while the appeal is in process.
- Mechanical, electrical and plumbing work is expected to continue into the summer.
- FF&E procurement is well underway, the furniture is expected to be ordered in April.

SUNSET PRIMARY SCHOOL REPLACEMENT

Q1 2017



SUNSET PRIMARY SCHOOL REPLACEMENT

Q1 2017



SUNSET PRIMARY SCHOOL REPLACEMENT

Q1 2017



700 BUILDING RENOVATION & ADDITION AT WLHS
Q1 2017



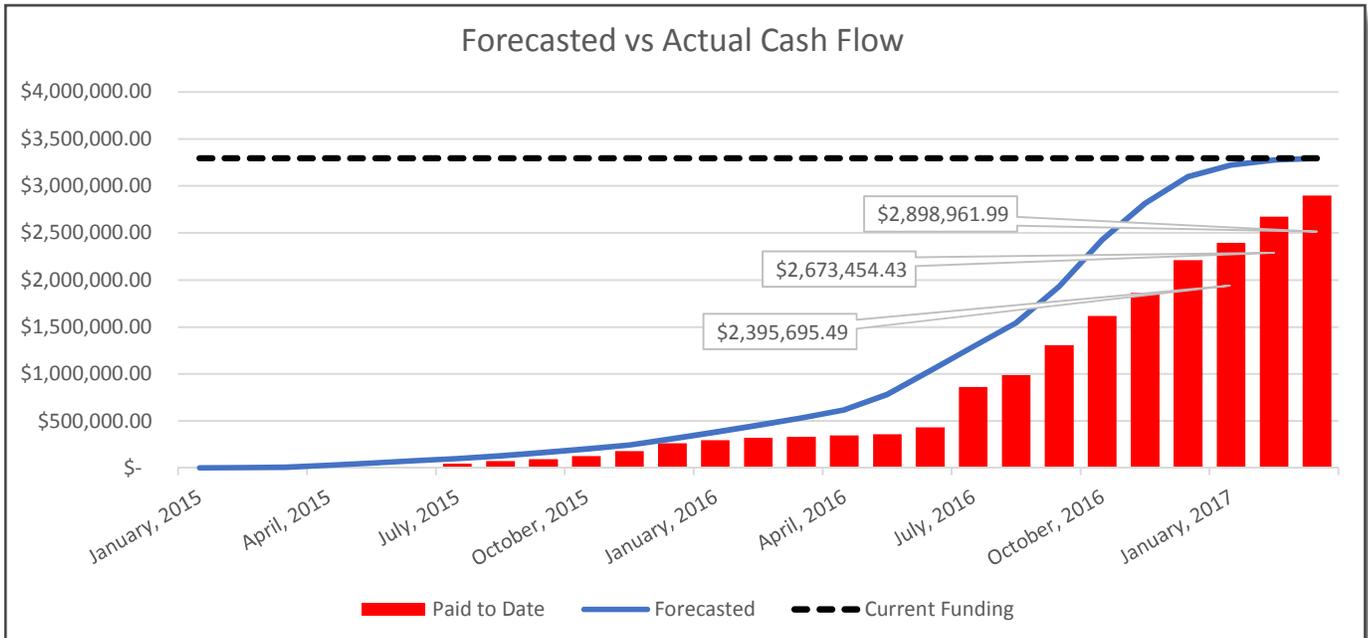
700 BUILDING RENOVATION & ADDITION AT WLHS

Q1 2017



PERFORMING ARTS RENOVATION & ADDITION @ WHS

Q1 2017



| | 2014 | | 2015 | | | | | | | | 2016 | | | | | | | | 2017 | | | | | | | | | | | | | | |
|-----------|------|---|---------|---|----|---|----|---|----|---|--------|---|----|---|----|---|----|---|------|---|----|---|----|---|----|---|--|--|--|--|--|--|--|
| | Q4 | | Q1 | | Q2 | | Q3 | | Q4 | | Q1 | | Q2 | | Q3 | | Q4 | | Q1 | | Q2 | | Q3 | | Q4 | | | | | | | | |
| | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | | | | | | | |
| Design | | | PLANNED | | | | | | | | ACTUAL | | | | | | | | | | | | | | | | | | | | | | |
| Permit | | | PLANNED | | | | | | | | ACTUAL | | | | | | | | | | | | | | | | | | | | | | |
| Construct | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Recent Activities:

- The project is substantially complete and the new spaces are being used by the high school
- Unforeseen conditions during construction extended the construction duration into February
- Mechanical, electrical and plumbing complete
- Finishes complete

Upcoming Activities:

- The project is in closeout, minor outstanding scope to be completed over the coming months

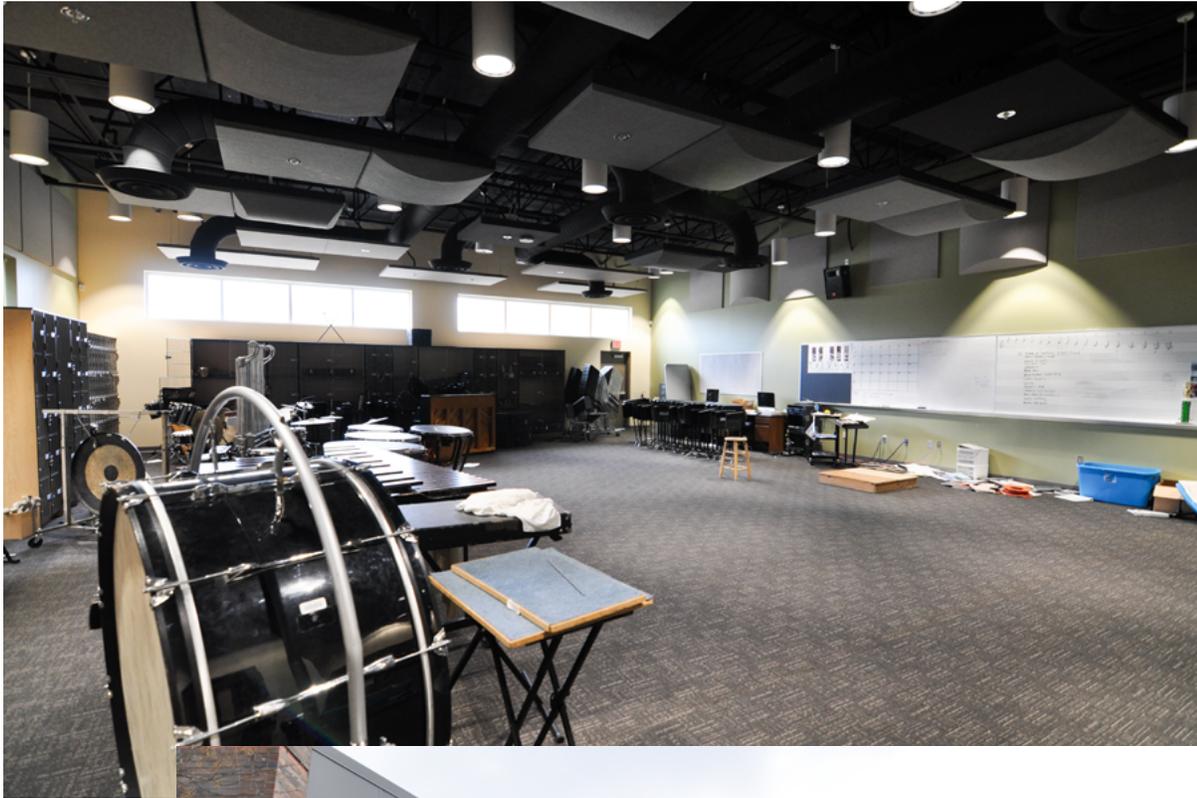


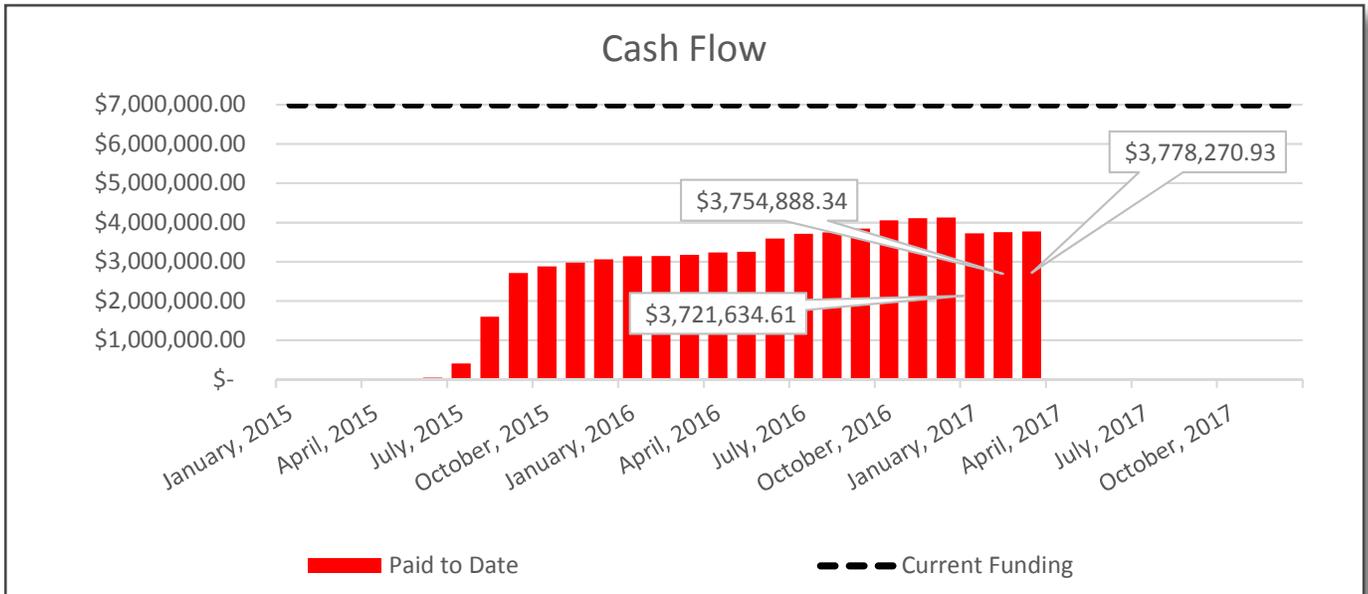
PERFORMING ARTS RENOVATION & ADDITION @ WHS
Q1 2017



PERFORMING ARTS RENOVATION & ADDITION @ WHS

Q1 2017





The first major wave of student device updates was completed in the summer of 2015. The next large-scale device update is currently planned for summer of 2017. The primary purpose of staggering these updates is to disperse the financial load of updating obsolete devices across multiple fiscal years. The second goal is to ensure that some current devices are available and in use at all times. The third reason is to balance staff time between installing new devices and routine summer maintenance operations.

Recent Activities:

- A substantial e-rate reimbursement was received in January for student technology purchases
- Server Updates
- Device Updates
- WAN Updates

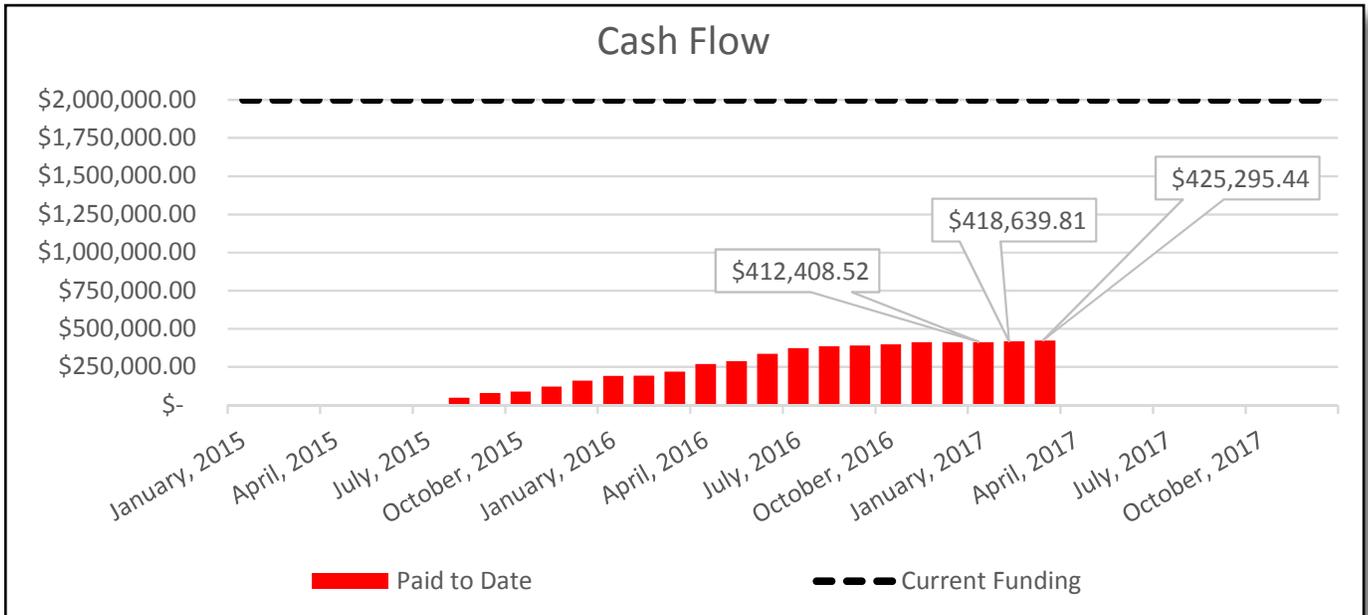
Upcoming Activities:

- WAN Updates
- Planning for summer 2017 district-wide rollout
 - Student devices
 - Building wiring upgrades
 - Wireless access points
- Planning for rollout at two new schools



SAFETY & SECURITY

Q1 2017



West Linn-Wilsonville School District is committed to creating and maintaining safe, secure facilities for students, staff and patrons as a partnership with our community, neighboring school districts, area law enforcement and emergency responders. Our schools have been assessed for safety related corrections and has identified the following specific improvements for each unique school facility.

- Building Communication Systems
- School Entrance Security
- Door Hardware and Locking
- Safe Classroom Accommodations
- School-grounds Exterior Security Measures
- Limited Video Surveillance
- Lighting and Controls

Recent Activities:

- Design is underway for a fencing project at Cedaroak Park Primary
- Review of Federal and State law and policy
- Safety reviews of new project designs

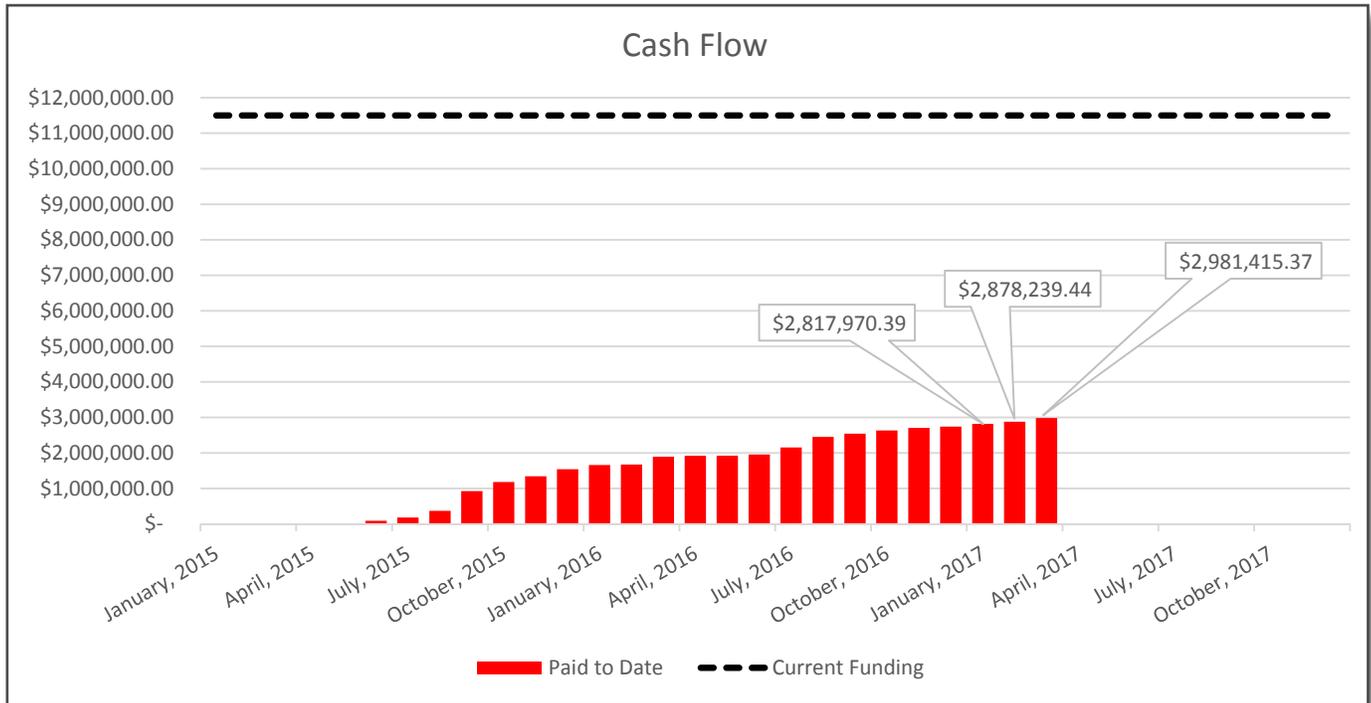
Upcoming Activities:

- Launch bidding and construction for fencing at Cedaroak Park Primary
- Continue review of Federal and State law and policy around school safety.



DISTRICT-WIDE IMPROVEMENTS

Q1 2017



This category of projects represents work at all district sites that has been identified over time as improvements that respond to life-cycle replacement, upgrades required by code, changes in instructional models, growth in activity participation and obsolescence. Active and upcoming projects under this bond component will be listed below.

The construction market conditions that impacted the major projects have had a similar impact on the District-Wide Improvements. Additionally, some District-Wide Improvements weren't originally funded due to limited bonding capacity. Bond premium and interest funds in the amount of \$3.5 million have been allocated to adequately fund the promised projects as well as prioritized previously unfunded projects. Progress on both new school projects has given sufficient confidence in project budgets to transfer funds to District-Wide Improvements to further support prioritized previously unfunded projects in the amount of \$1,000,000.00.

16020 – Roofing Replacement @ D-W

Project Status:

This project includes roofing replacement at several schools across the school district. A professional building envelope consultant has been brought on board to coordinate review and design alongside district maintenance staff. The project will bid in April and be completed summer 2017.

16041 – Enclosure @ TCPS

Project Status:

This project includes the enclosure of two outdoor learning spaces to improve the usability of the spaces during inclement weather. The project was bid and the contract has been executed. Work to be completed summer 2017.

16043 – Renovation @ DOC

Project Status:

This project includes the relocation of the existing carpentry shop, and expansion of operations space to accommodate department needs. The contract has been executed and the work is underway.

DISTRICT-WIDE IMPROVEMENTS

Q1 2017

16044 – Middle School Refresh

Project Status:

This project includes a variety of repairs and improvements at the three existing middle schools. The various improvements will be contracted over the course of spring and completed summer 2017.

16046 – Entry @ WHS

Project Status:

This project includes changes to the front entry and approach to the front entry. The project is currently in design and is planned to be constructed summer 2017.

17031 – Lighting Replacement @ D-W

Project Status:

This project includes energy efficient lighting replacements at several schools across the school district. The emphasis is on replacing outdated and inefficient gymnasium and commons lighting with new LED fixtures which have proven successful at the high schools. This project will bid in the spring and be completed summer 2017.

CONSTRUCTION TERMINOLOGY

Q1 2017

Design Phases:

Education Specification Group Planning: This phase involves activities that focus on research and preliminary concept studies to develop a course for the project design to follow. Examples of activities include the Design Team developing an understanding of the District and needs of the project through:

Confirmation of existing conditions, preliminary concepts and visioning, Lessons learned, and refinement of project scope, space requirements, schedule and budgets.

The role of the Ed Spec Group is to provide input to the Design and Management Team during early Design phases on projects that involve significant changes to the existing facilities or are new construction. The Group is made up of both internal and external stakeholders such as Teachers, Parents, and community members.

Schematic Design (SD): Schematic Design centers around refinement of design options developed from conceptual ideas into preliminary designs. During SD, preliminary design elements are developed include general building orientation, gross square footage and initial internal configurations, and overall project scope continues to be refined.

Design Development (DD): The firming up of the design takes place during the DD phase. Major systems are thoroughly designed/engineered, internal elevations are developed, coordination between building systems and components are coordinated, major conflicts are identified and resolved, a detail cost estimate is developed, and schedule evaluations are conducted.

Construction Documents (CD): The purpose of CDs is to finalize all the technical aspects of the design. Major design changes should be complete at this point and the Design Team should be focused on the details in order to ensure conflicts in the design are resolved before the project is put out for public bidding.

Contractor Selection Methods:

Prequalification: Qualifications based selection is a method that allows a public agency to pre-select qualified contractors that will be allowed to participate in the competitive bidding process for a project. A qualifications based process will provide a select pool of bidders that demonstrate all the key qualities the District feels are critical to a successful contractor, such a K-12 experience, knowledgeable and skilled site staff and solid background in working on intricate and complex projects. This pool of bidders would then compete in a traditional bid process to select the firm to build the project.

Design-Bid-Build: The preferred procurement method of the District is a traditional method to select a general contractor. The contractor with the lowest complete bid will be awarded the project.

Permit Phases:

Permitting: The permitting phase of a project begins early in the project design and continues into construction.

Land Use Process: Major developments must go through a land use process. This phase of permitting typically involves a submittal of a planned development to a governing body such as a development review board through a land use or conditional use permit application. During this process the community is encouraged to comment in public session and staff creates recommendations and conditions for the approval.

General Building Permit: Following the land use process, the building permit will include compliance conditions received and accepted during land use process. The building design is reviewed for compliance with city building code and a permit is issued when comments have been addressed and the design approved.