



West Linn – Wilsonville Schools

Bond Oversight Committee Meeting
Administration Building
22210 SW Stafford Rd, Tualatin, OR 97062
April 20, 2016, 7:00 PM

Agenda

1. Call to Order 7:06 pm Admin Boardroom
2. Roll Call: David Lake **Gretchen Katko**
 Doris Wehler R. B. Brandvold
 Kent Wyatt **Grady Nelson**
 Mike Jones Regan Molatore (Board Liaison)
 Bill Rhoades **Tim Woodley**
 Remo Douglas **Tony Vandenberg**
 Amy Berger **Andrew Kilstrom (Reporter)**
3. The Bond Oversight Quarterly Report, Quarter 1, 2016 was handed out as a draft. Tim walked the group through the draft of the report.
 - a. The bond is tracking on schedule and on the budgets we have. There has been some value engineering done to adjust to the market and updated estimates. We have received some good bids so far this spring.
4. Meridian Creek Middle School
 - a. Land use approval was granted in February and the design is moving forward as we transition into construction documents.
 - b. The bidding for this school is split into 3 packages with the first one being the site package with bids due today. 8 contractor bids were received. A School Board Resolution will be presented at the May 2nd board meeting.
5. Sunset Primary School
 - a. The City of West Linn Planning Commission approved the project on April 14. The appeal process ends April 28th.
 - b. The latest estimate is in line with the team's latest value engineering estimate.
 - c. The district advertised for a Direct Digital Controls (DDC) contractor and bids were due today. A prequalified list of contractors will be available to bid on the project in May.
 - d. The construction package is advertised today for the list of 6 prequalified contractors. Bids are due May 24th.
 - e. The budget for construction supports a complete build out with a 450 student enrollment.
 - f. There is a phasing plan for the construction process to keep the existing school operational while keeping students, staff, and the community safe.

6. West Linn High School 700 Building & Wilsonville High School Performing Arts
 - a. Both schools have permits approved and bids received. The School Board signed resolutions for each to allow the projects to be awarded to the lowest responsive bidders. Contracts are currently being reviewed by both contractors.
 - b. Pre-Construction work will begin this spring with construction starting after school is out for the summer and then continuing into the first semester of the 2016 school year before being completed before winter term begins after Christmas break.
 - c. WLHS 700 Bldg – Includes versatile space with lots of storage for a number of user groups and purposes.
 - d. WHS Arts – The renovations include an expanded choir room, new band room, more storage, practice rooms, dressing rooms and space for drama with a new Arts entrance off the parking lot.
7. Tech
 - a. Cash flow has slowed over the last few quarters but is planned to pick up again next summer as the new infrastructure is incorporated from the first round of purchases.
8. Safety & Security
 - a. There was a hazard and threat assessment done on every school in the fall and our safety consultants are now working with the stewardship team to create an emergency management plan for the district as a whole as well as for each individual school.
9. District-Wide Projects
 - a. There are several smaller projects that are already underway or will be this summer including but not limited to painting at Stafford, Willamette and Wilsonville High as well as playground equipment and drainage at Rosemont Ridge, Stafford and Willamette.
10. Next Steps
 - a. The report will go to the School Board May 2, 2016
11. Meeting Schedule: As this fiscal year comes to an end we will update the meeting schedule for the 2016-2017 year and send out a draft to the committee.
12. Adjourn 8:10 pm
13. Next Meeting Long Range Planning June 15, 2016



West Linn – Wilsonville Schools

**2014 Bond Oversight Committee Meeting
Administration Building
22210 SW Stafford Rd, Tualatin, OR 97062
April 20, 7:00 PM**

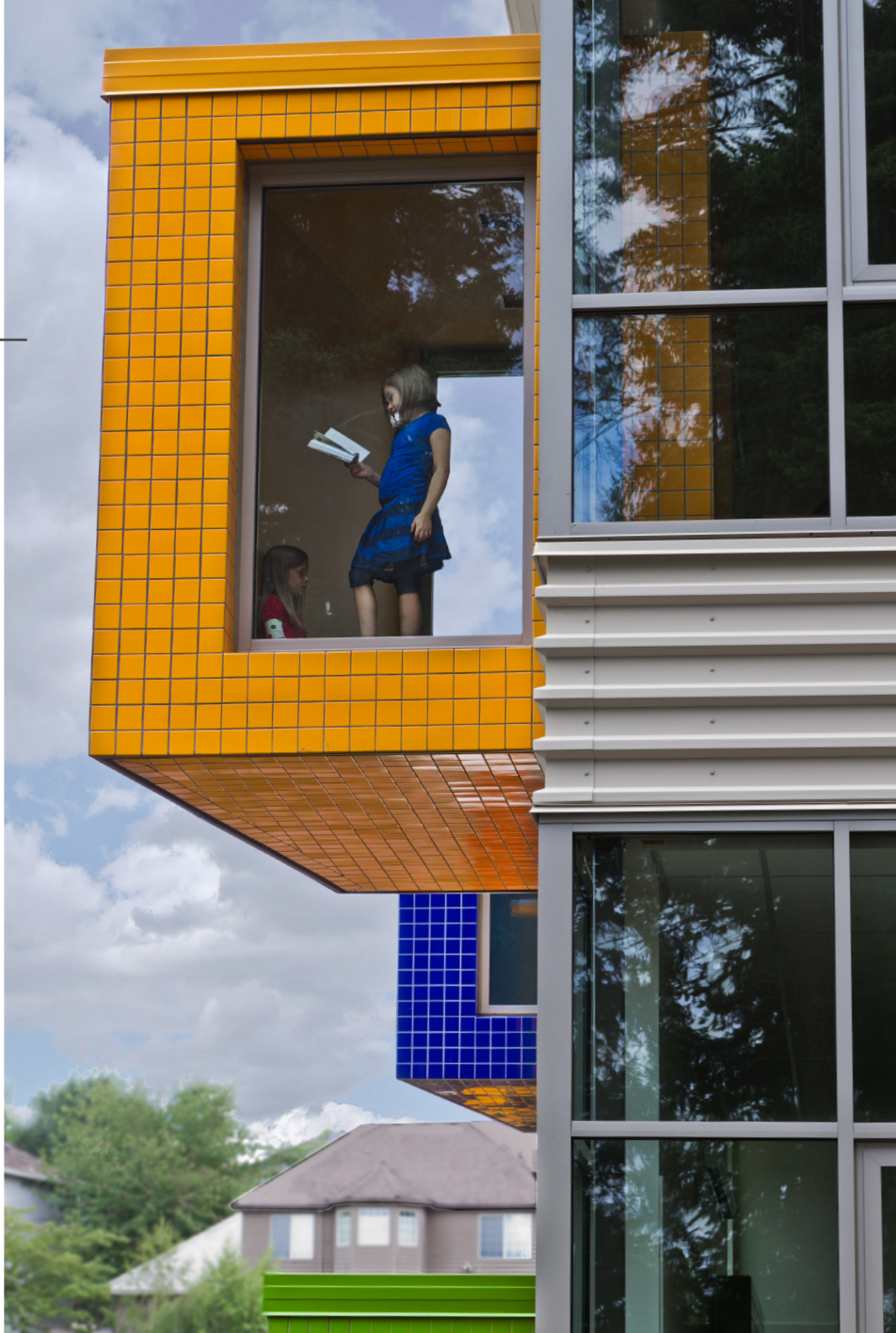
Agenda

1. Call to Order
2. Roll Call:

David Lake, Chair	Gretchen Katko, Vice-Chair
Doris Wehler	Mike Jones
Kent Wyatt	Grady Nelson
R.B. Brandvold	Regan Molatore, Board Member
3. 1st Quarter 2016 Bond Report (Draft) -Review & Project Status Report
4. Board Report [May 2, 2016] David Lake/Gretchen Katko
5. Meeting Schedule

a. BOC Meeting	April 20, 2016
b. BOC Report to Board	May 2, 2016
c. LRPC	June 15, 2016
d. 2016/17 Schedule?	
6. Adjourn

April 2016



WEST LINN - WILSONVILLE SCHOOL DISTRICT

2014 Capital Bond Program
Quarterly Report

Q1 2016

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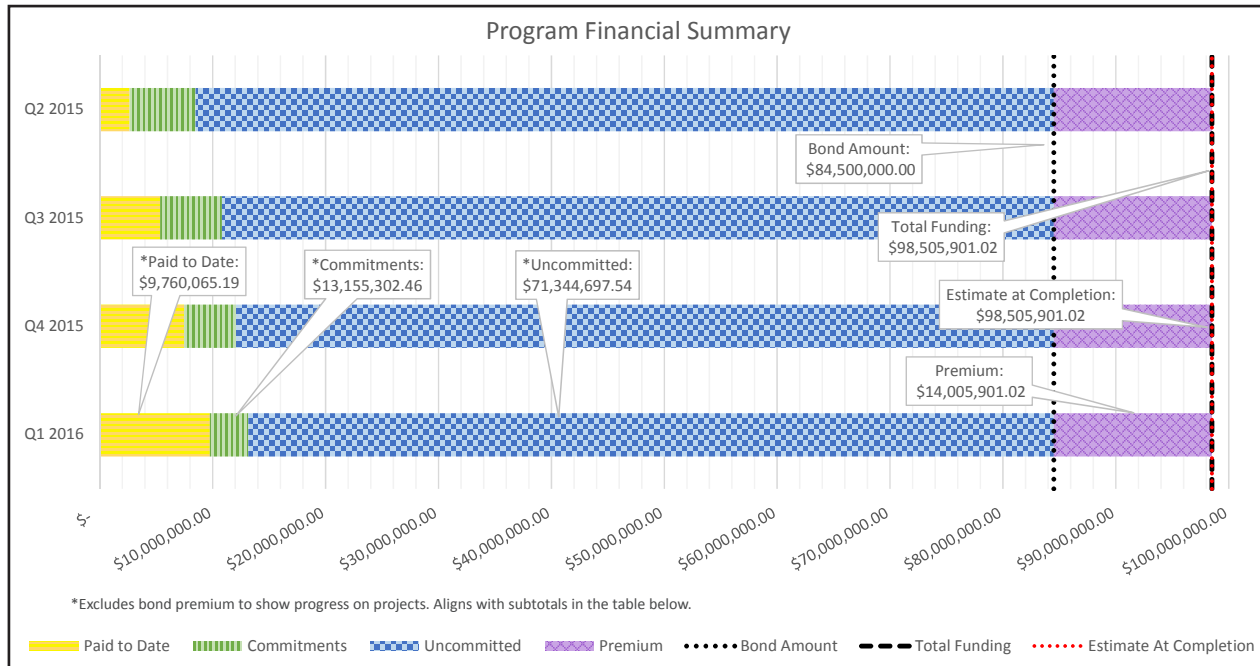
Q1 2016



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PROGRAM SUMMARY

Q1 2016



	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	3,924,037.61	43,924,037.61	3,976,362.79	2,204,835.44	43,924,037.61	0.00
Sunset Primary School Replacement	24,000,000.00	3,954,498.96	27,954,498.96	2,767,459.47	1,650,770.75	27,954,498.96	0.00
700 Building Renovation & Addition @ WLHS	3,000,000.00	780,344.24	3,780,344.24	493,875.95	361,441.45	3,780,344.24	0.00
Performing Arts Renovation & Addition @ WHS	3,000,000.00	294,000.97	3,294,000.97	426,078.45	325,638.35	3,294,000.97	0.00
Technology @ D-W	7,000,000.00	0.00	7,000,000.00	3,145,572.85	3,119,992.85	7,000,000.00	0.00
Safety & Security @ D-W	500,000.00	0.00	500,000.00	335,662.75	219,613.58	500,000.00	0.00
Improvements @ D-W	7,000,000.00	0.00	7,000,000.00	2,010,290.20	1,877,772.77	7,000,000.00	0.00
Subtotals	84,500,000.00	8,952,881.78	93,452,881.78	13,155,302.46	9,760,065.19	93,452,881.78	0.00
*Bond Premium	14,005,901.02	-8,952,881.78	5,053,019.24	257,464.42	257,464.42	5,053,019.24	0.00
Grand Totals	98,505,901.02	0.00	98,505,901.02	13,412,766.88	10,017,529.61	98,505,901.02	0.00

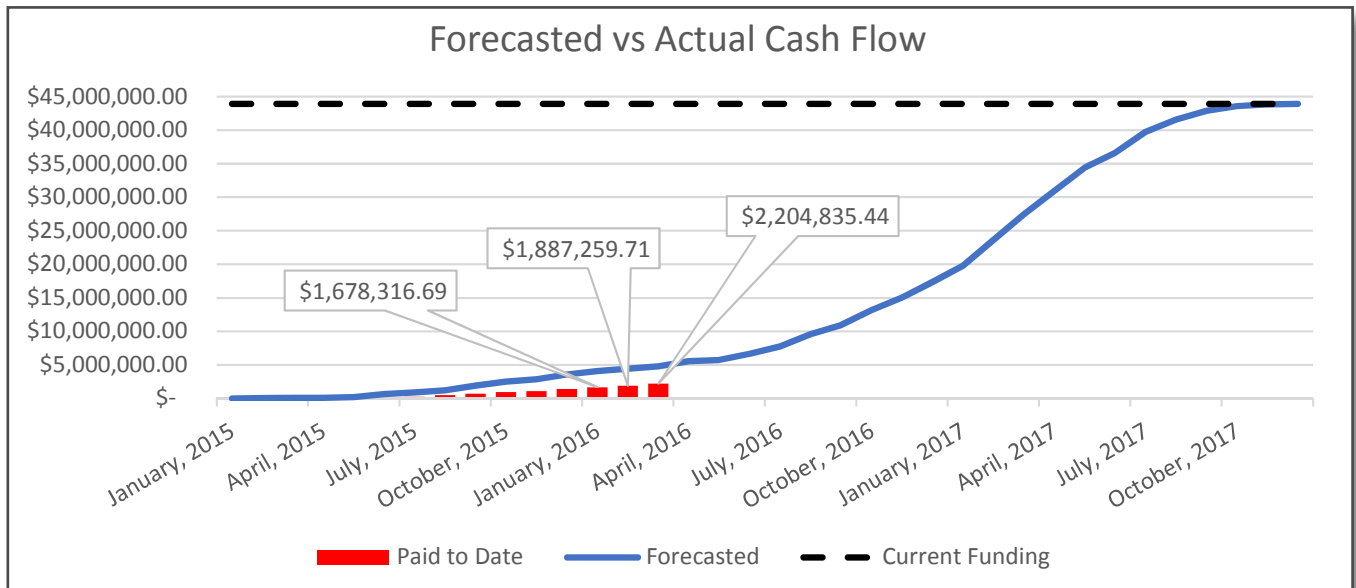
*Includes \$4,505,000.00 in as-yet unsold bonds

- Designs for all four major construction projects are well underway. The second estimate for each of the two new schools has been received. These estimates are based on Design Development drawings, which have additional detail compared to the initial Schematic Design documents. The final estimate for each of the high school projects has been received. These estimates are based on Construction Document drawings which are sufficiently detailed for construction.
- The Bond Management Team continues to monitor market conditions and assess project scopes in light of estimates. The new school and high school renovation projects have been funded based on the latest estimates and value engineering.
- A third and final estimate for each new school project will be completed during the second quarter of 2016.
- The Estimate at Completion assumes that the projects will be constructed as discussed prior to passage of the bond measure. Specifically, Sunset Primary School being built to the full 450 student capacity, and the new Middle School in Wilsonville opening as a starter school with a 475 student capacity.
- The Design Development drawings for Sunset Primary were sent to two estimating firms to further gauge market conditions. When reconciled these estimates were less than one percent apart. This provides a level of confidence in the other estimates for the program.
- The general contractor prequalification process for the two new school projects is complete. A selection committee composed of district managers and professional consultants reviewed the contractor submittals. Six firms are prequalified to submit bids for these projects.



MERIDIAN CREEK MIDDLE SCHOOL

Q1 2016



	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																										
Permit																										
Construct																										

Recent Activities:

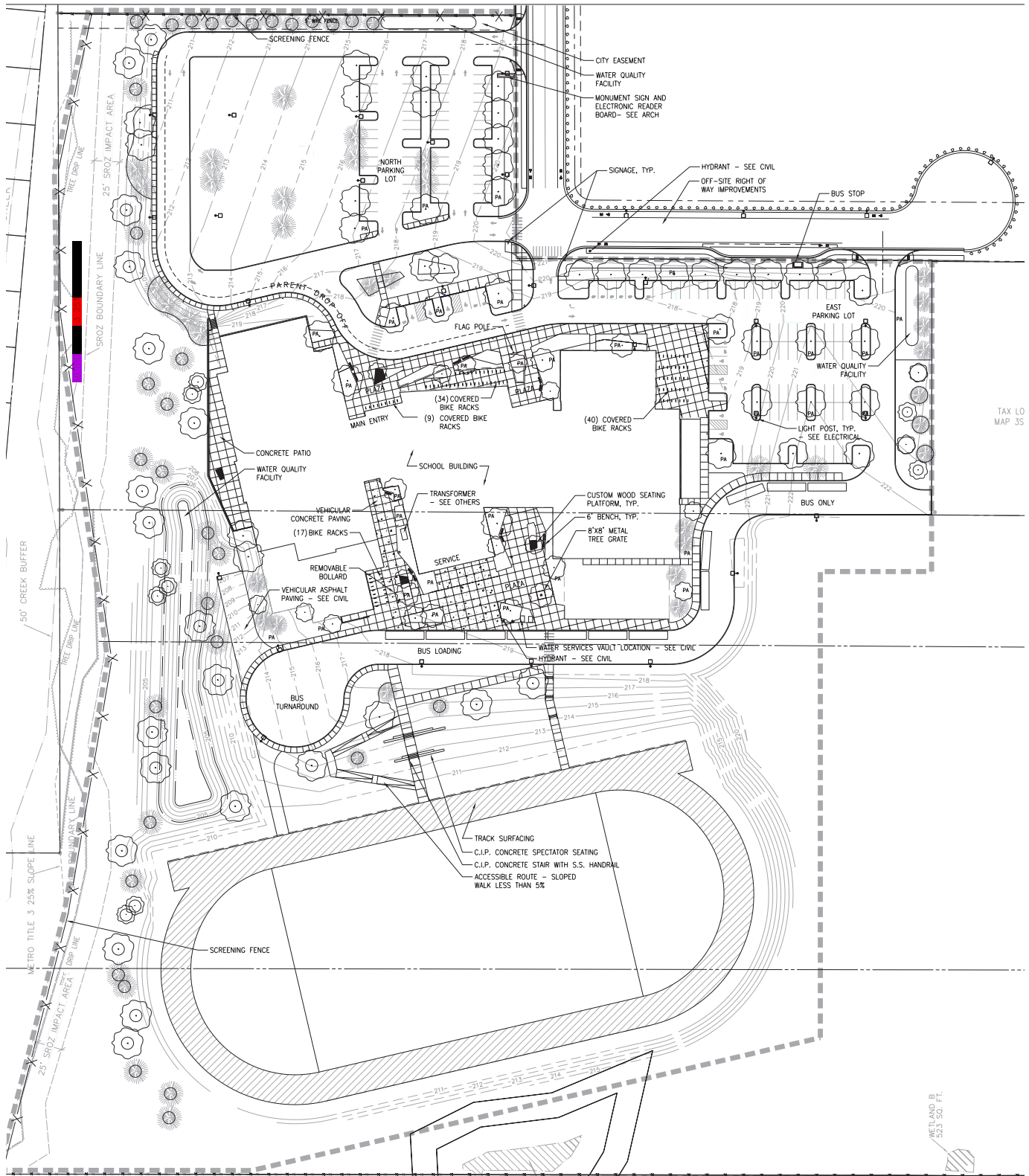
- The design development estimate showed a marked increase in the anticipated cost of construction based on current market conditions and escalation. The Bond Management Team completed a value engineering effort aligning to the current available funding.
- The project received land use approval from the City of Wilsonville on February 8, 2016.
- The School Board selected a name for the middle school: Meridian Creek Middle School.
- An early site package has been designed and publically advertised. The work includes site grading, soil stabilization, and limited utilities installation. Bids are due April 20, 2016.
- The Right of Way Agent has been communicating with neighbors regarding necessary ROW easements and acquisitions associated with required ROW work.

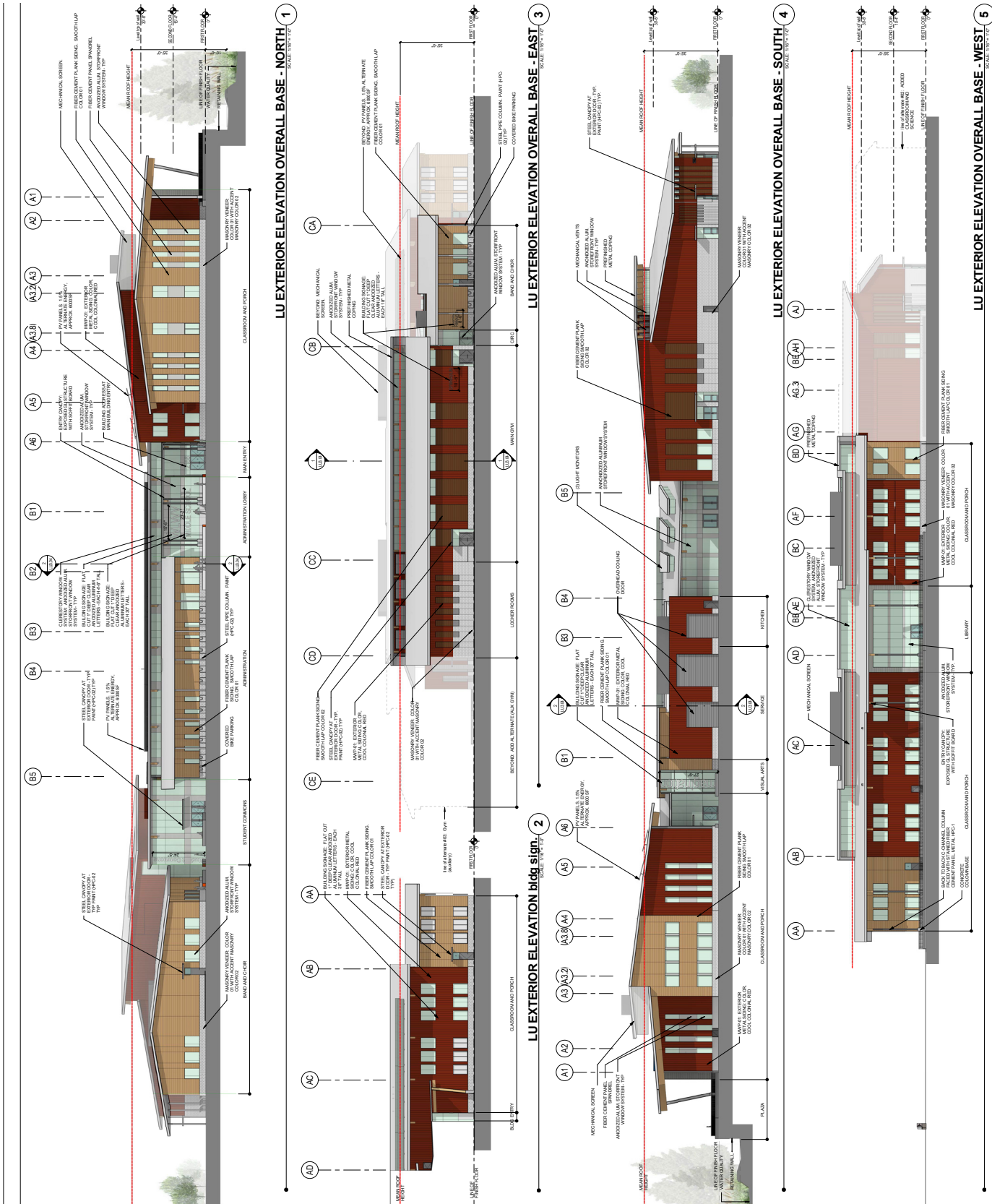
Upcoming Activities:

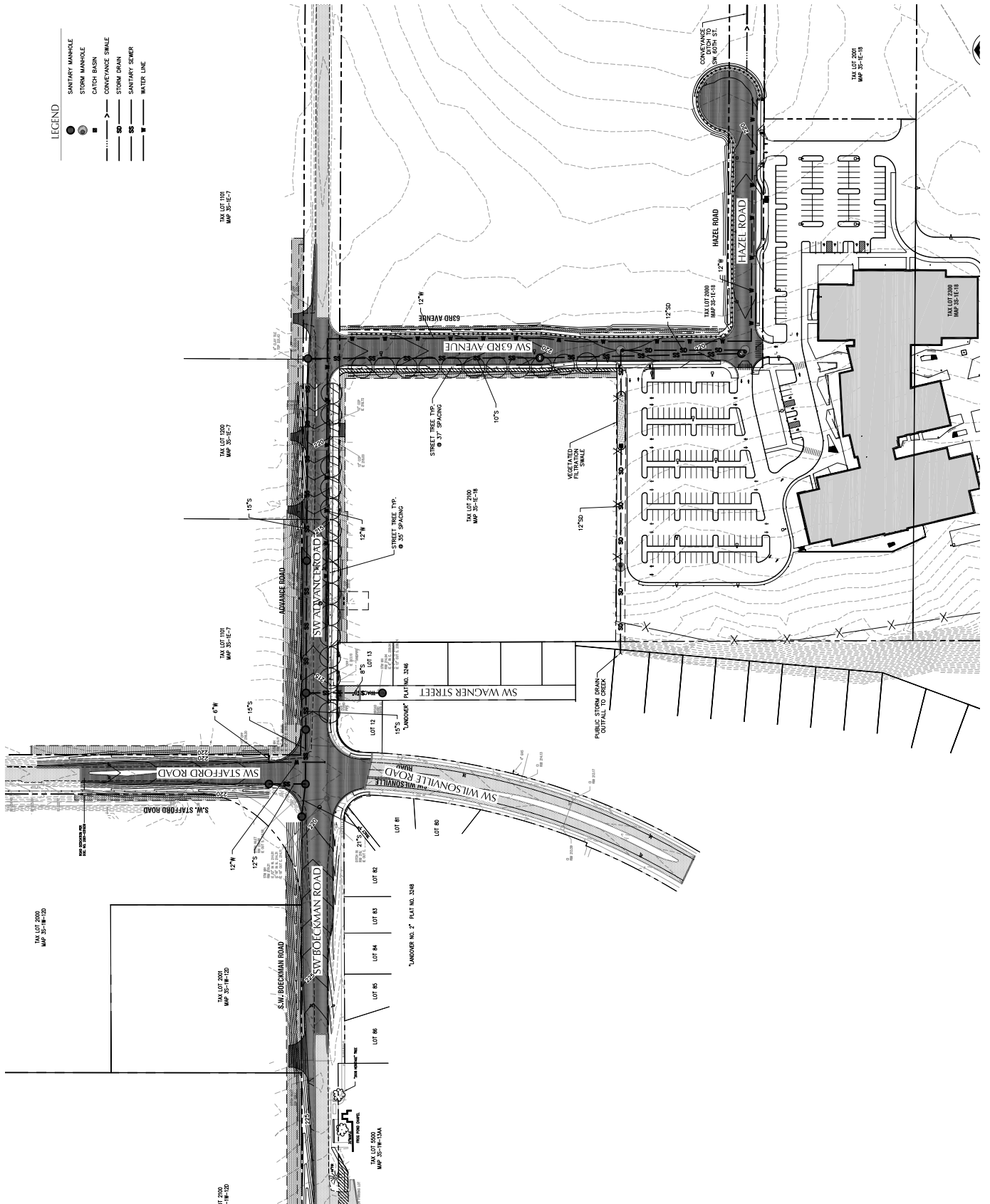
- The base design for the project is a starter middle school as discussed prior to passage of the bond. The starter school will have a 475 student capacity. The District will receive estimates for additive alternate options including a maker space and technology classroom addition, a 250 student classroom addition, a band and choir addition, and an auxiliary gymnasium addition. It is expected that market conditions will prevent the District from being able to accept multiple alternates, though there may be an opportunity to accept the STEM addition.
- The Bond Team will recommend awarding the early site package to the lowest responsive bidder and the contractor will begin work in May.
- Construction Documents for the building design are scheduled to be complete in early May. A detailed estimate will be received in May.

NEW MIDDLE SCHOOL IN WILSONVILLE

Q1 2016

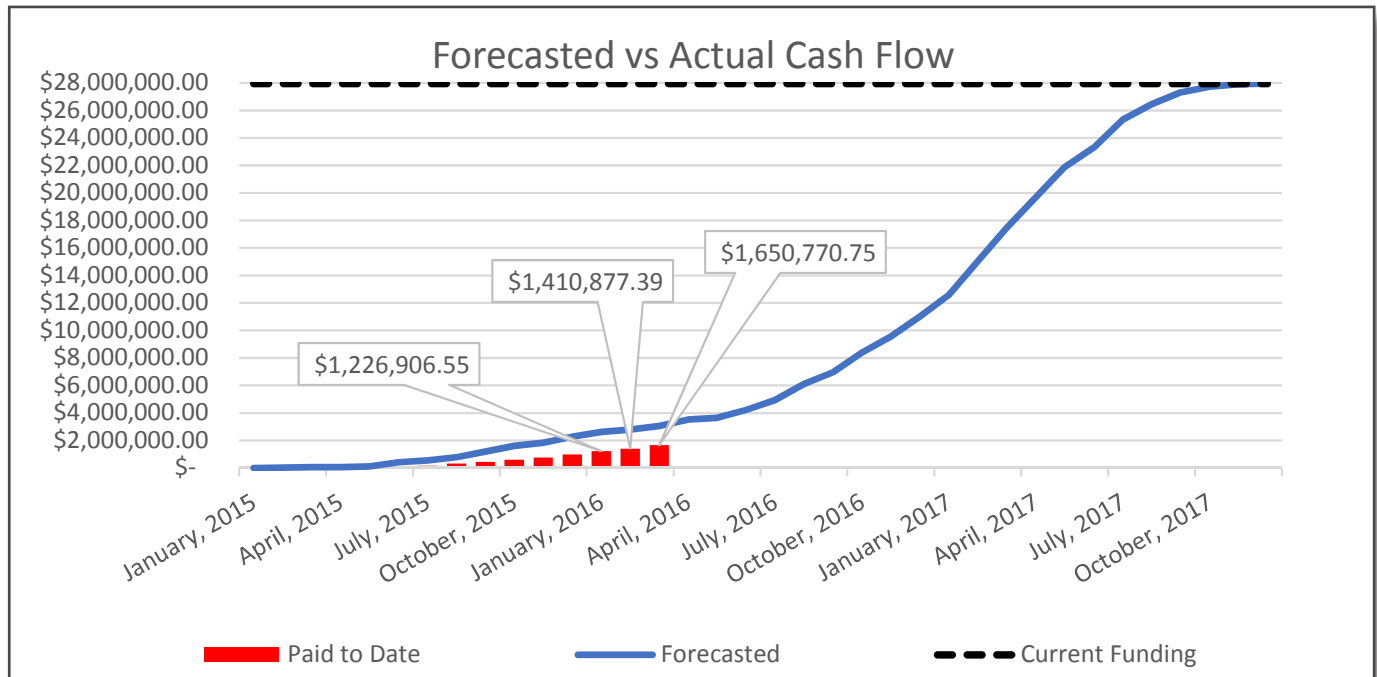






SUNSET PRIMARY SCHOOL REPLACEMENT

Q1 2016



	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
Design																																						
	PLANNED																																					
	ACTUAL																																					
Permit																																						
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Construct																																						
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	ACTUAL																																					

Recent Activities:

- The design development estimate showed a marked increase in the anticipated cost of construction based on current market conditions and escalation. The Bond Management Team completed a value engineering effort aligning to the current available funding.
- The land use application was deemed complete in January and an initial City of West Linn Planning Commission hearing was held March 16, 2016. The hearing was continued to April 6 and April 13, 2016 to provide every opportunity for assessment of the application and public comment. A number of concerns from residents were heard around the location of the fire access drive on the south side of the building, the associated parking spaces, and the stormwater management system. Ultimately the Planning Commission deemed the application fully compliant with code and approved with staff recommended conditions. The final decision was rendered on April 14, the last day to appeal the result is April 28, 2016.
- The project has been submitted to the City of West Linn and Clackamas County for building and trade permits.

Upcoming Activities:

- Qualifications for direct digital controls contractors are due April 20, 2016. The controls package will bid in May, 2016.
- The project bid will be publicly advertised April 20 and 22, 2016. While only the prequalified general contractors are eligible to bid, this advertisement notifies subcontractors and marks the official launch of the bid process. Bids are due May 24, 2016.
- The successful general contractor is expected to be given Notice to Proceed by June 21, 2016.

SUNSET PRIMARY SCHOOL REPLACEMENT

Q1 2016



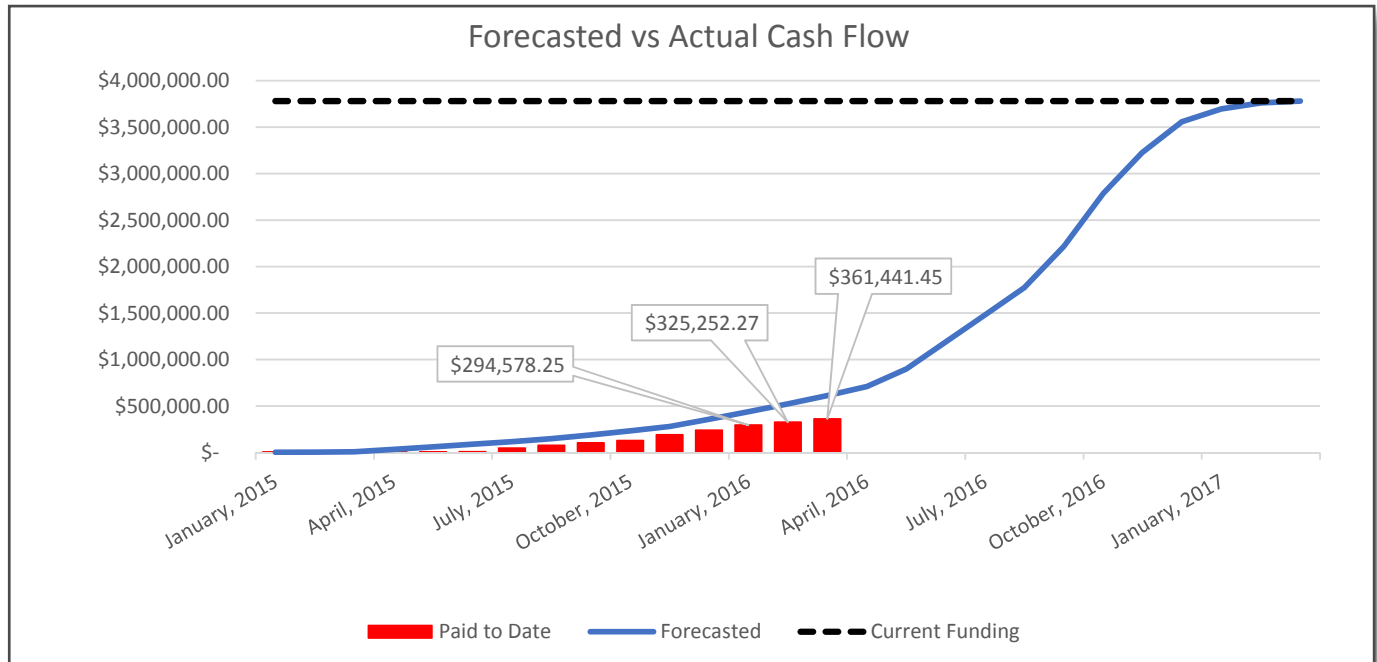
SUNSET PRIMARY SCHOOL REPLACEMENT




Q1 2016



700 BUILDING RENOVATION & ADDITION AT WLHS

Q1 2016



	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										
Design																																																
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Recent Activities:

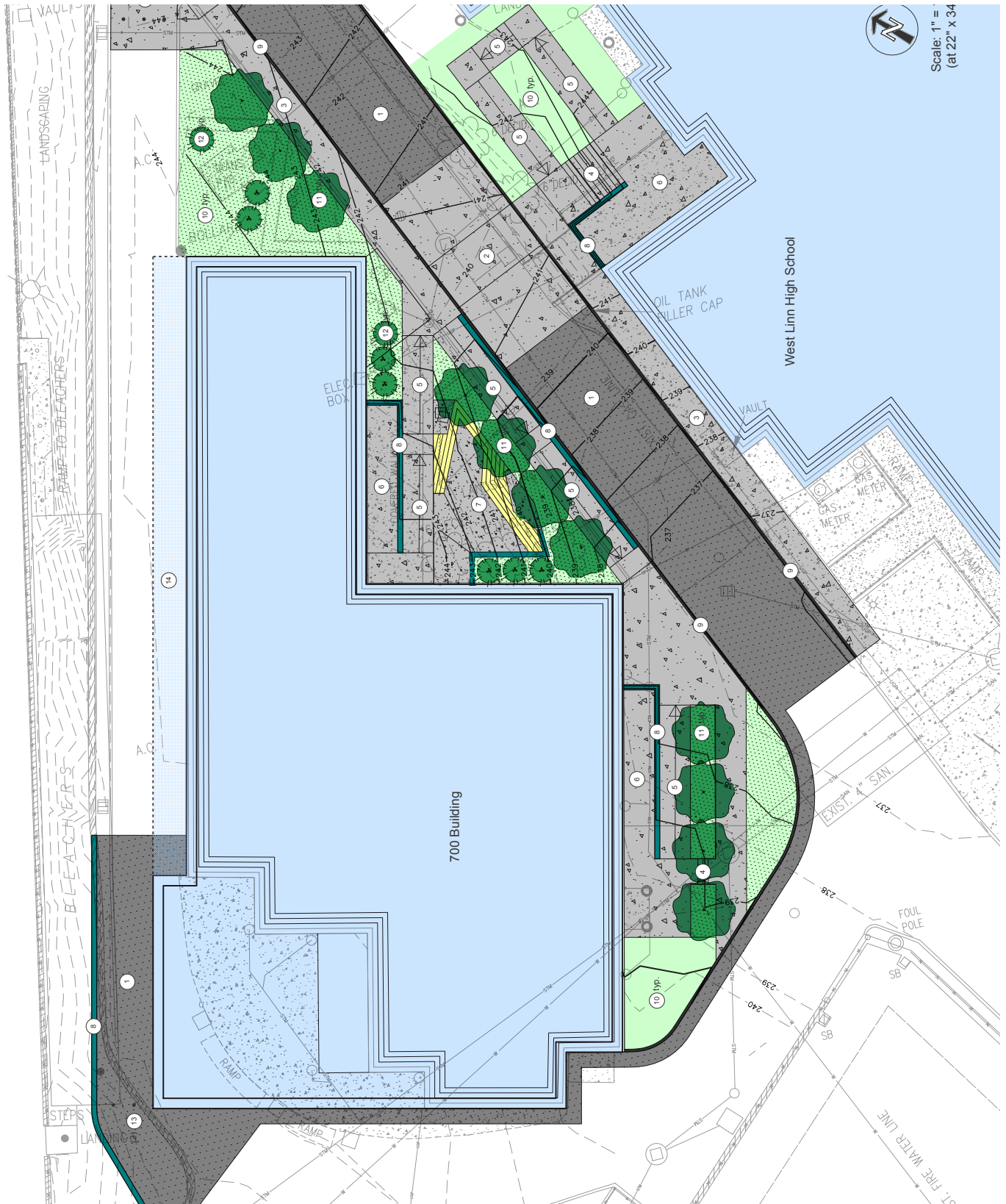
- The Construction Document estimate showed a marked increase in the anticipated cost of construction based on current market conditions and escalation. Scope, including a new roof was added due to significant structural upgrades that will cause major modifications to the existing roof.
- The building permit application was submitted to the City of West Linn and the District has received approval for the project.
- The project was publically bid and 4 bids were received. Two additive alternates were recommended for approval including additional cabinetry and the replacement of existing windows. The low bid was received from Corp Inc. Construction in the amount of \$2,527,000.00. The low bid is within current funding. The School Board Authorized staff to execute a contract for construction.

Upcoming Activities:

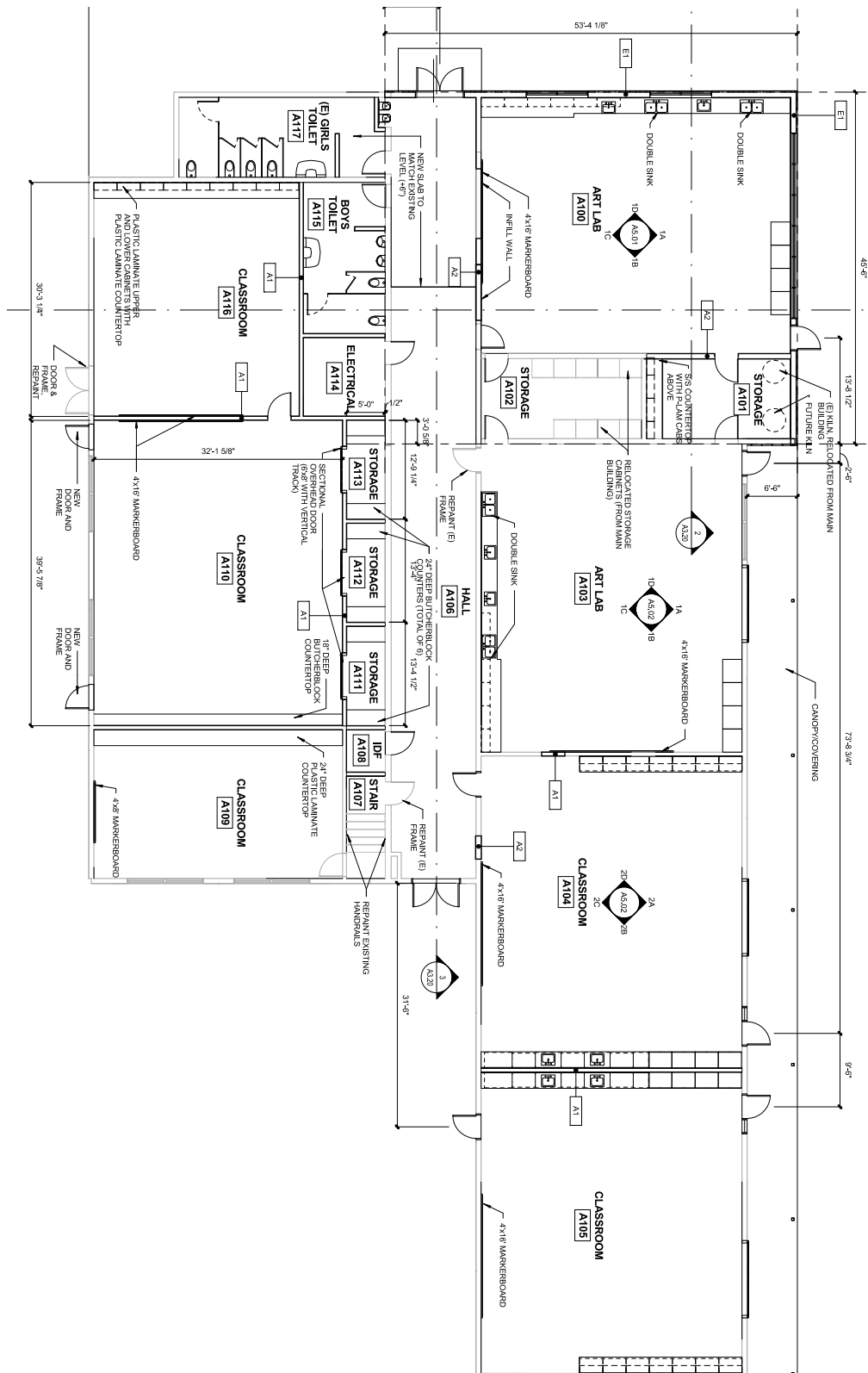
- The contractor will begin pre-mobilization activities in preparation for the start of construction in June.

700 BUILDING RENOVATION & ADDITION AT WLHS

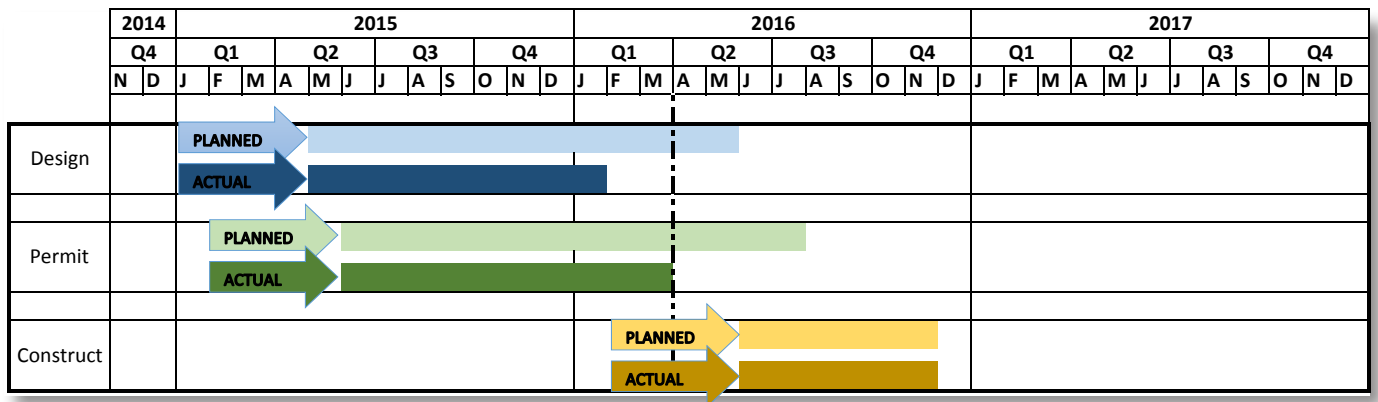
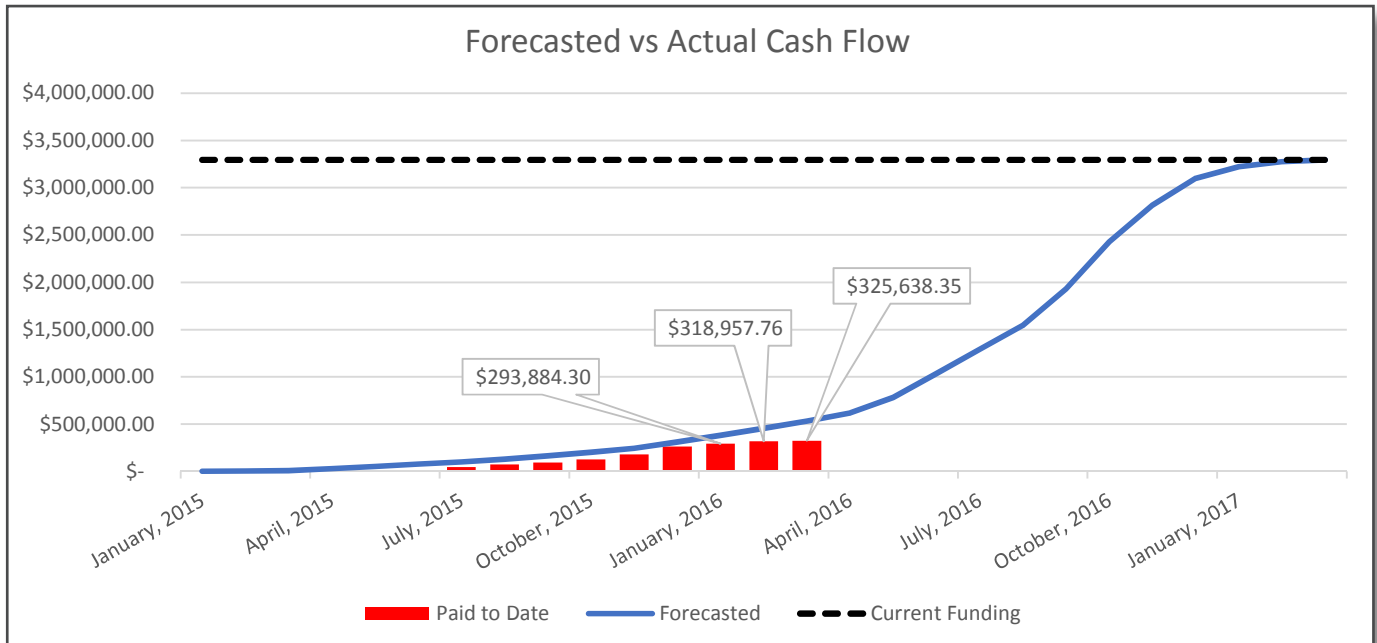
Q1 2016



700 BUILDING RENOVATION & ADDITION AT WLHS



PERFORMING ARTS RENOVATION & ADDITION @ WHS



Recent Activities:

- The Construction Document estimate showed a marked increase in the anticipated cost of construction based on current market conditions and escalation. The project's current funding accounts for the value of the estimate.
- The Construction Document drawings were reviewed and feedback provided to the design team.
- The building permit is ready for pickup from the City of Wilsonville.
- The project was publicly advertised and three general contractors submitted bids. The low bid was submitted by TS Gray Construction in the amount of \$2,303,213.00. The bid was deemed reasonable, responsive and within current funding. The School Board authorized staff to execute a contract for construction.

Upcoming Activities:

- The contractor will prepare submittals and coordinate with the District in advance of construction start on June 13, 2016.

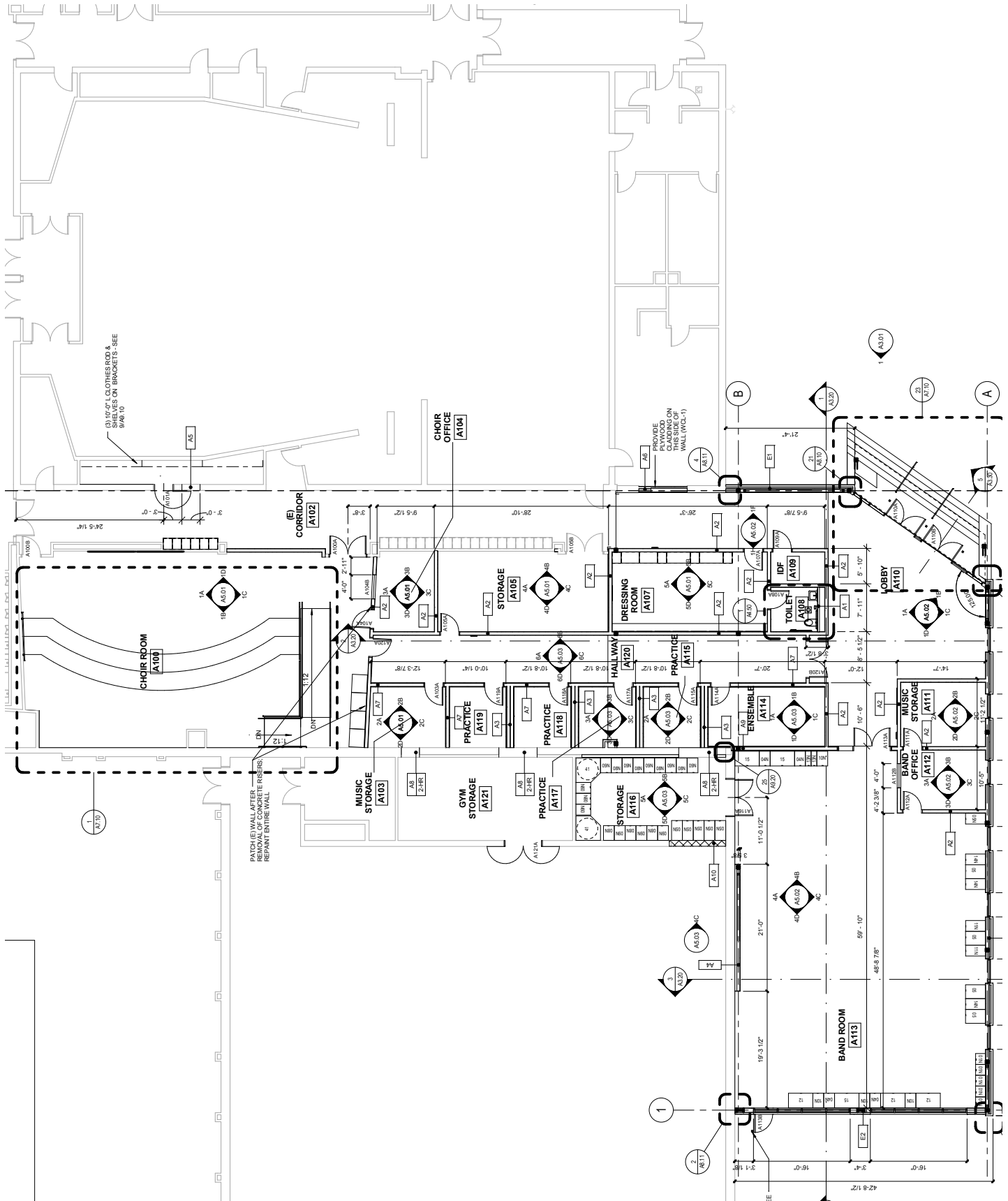


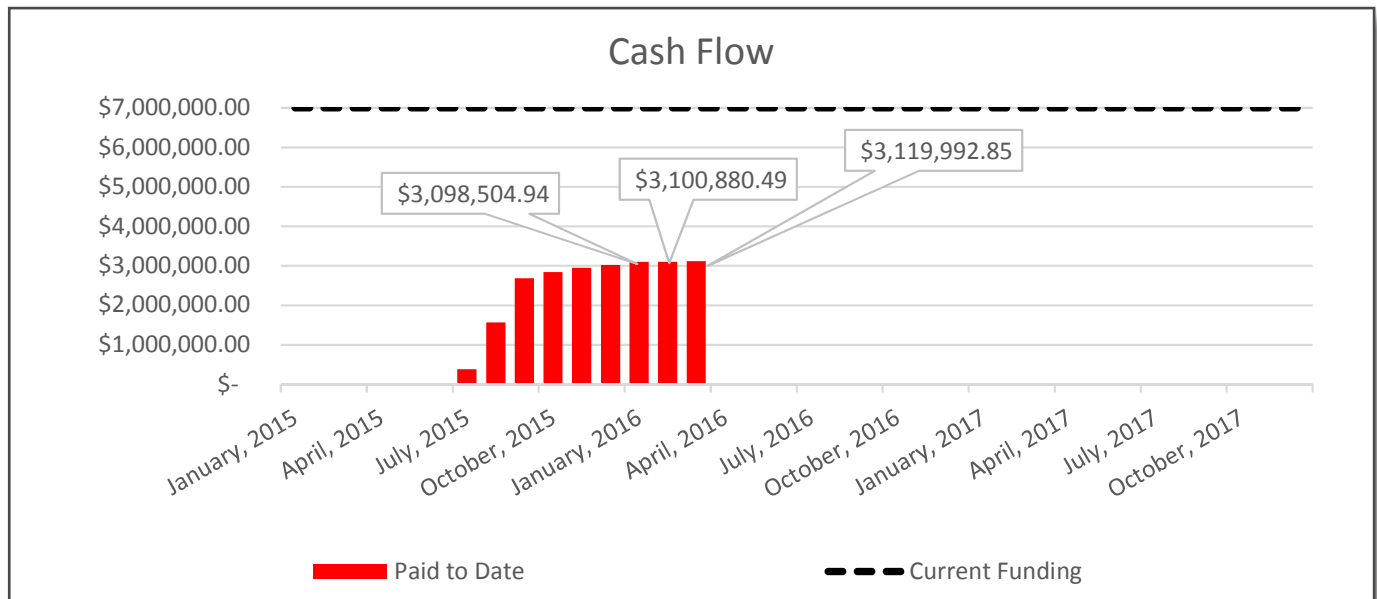
Q1 2016



PERFORMING ARTS RENOVATION & ADDITION @ WHS

Q1 2016





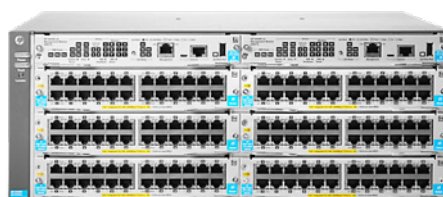
The first major wave of student device updates was completed in the summer of 2015. The next large-scale device update is currently planned for summer of 2017. The primary purpose of staggering these updates is to disperse the financial load of updating obsolete devices across multiple fiscal years. 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:

- Server Updates
- County Fiberoptic Internet Upgrades
 - Boones Ferry Primary
 - Inza Wood Middle
 - Art Tech High
 - Bolton Primary
- Intercom Upgrades
 - Willamette Primary
 - Bolton Primary
 - Cedaroak Park Primary
 - Art Tech High
- Device Updates
 - 3D Printers
 - Circuit Kits
 - Computers
 - Projectors
 - Document Cameras

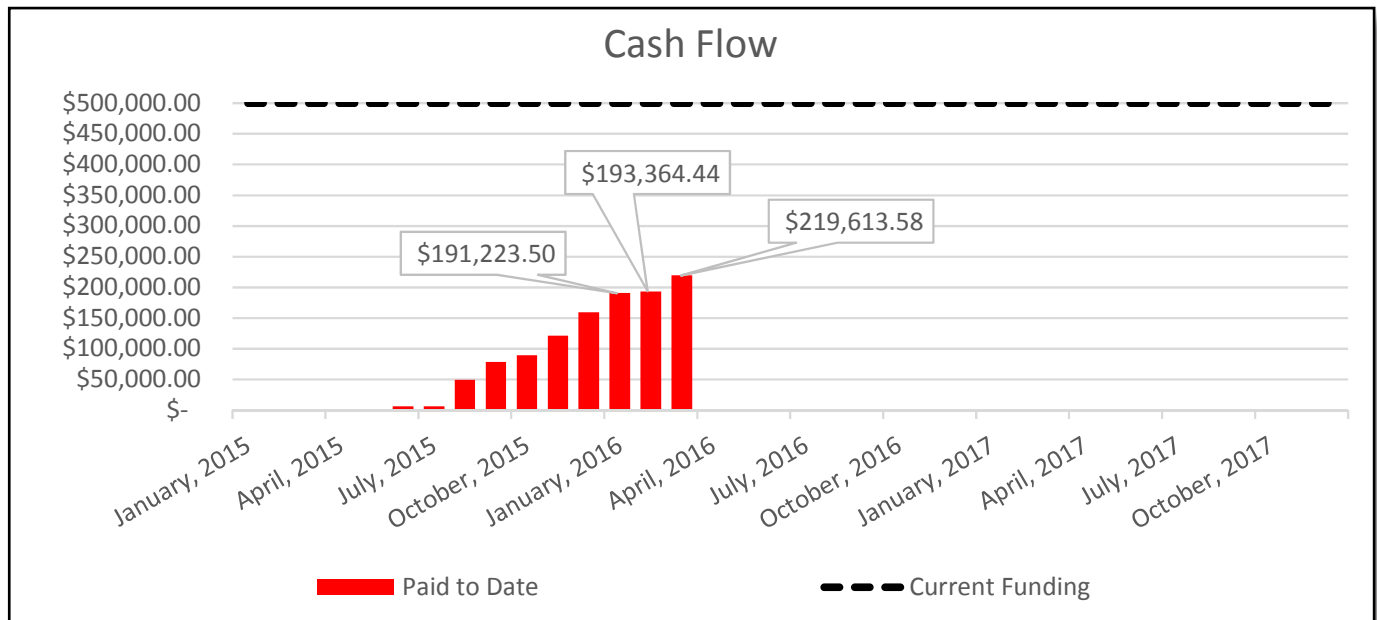
Upcoming Activities:

- WAN Updates
- County Fiberoptic Internet Upgrades
 - Sunset Primary
 - Athey Creek Middle
 - Stafford Primary
 - Trillium Creek Primary
 - Rosemont Ridge Middle
 - Lowrie Primary
 - Cedaroak Primary
- Planning for Future Updates



SAFETY & SECURITY

Q1 2016



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:

- Elert & Associates has been contracted to develop a new emergency response plan for the district and each school. A steering committee was formed to provide Elert with the information needed to develop the plans.
- An initial tabletop exercise was lead by Elert to assess the District's existing emergency response practices.
- Building communication system enhancements at several schools.

Upcoming Activities:

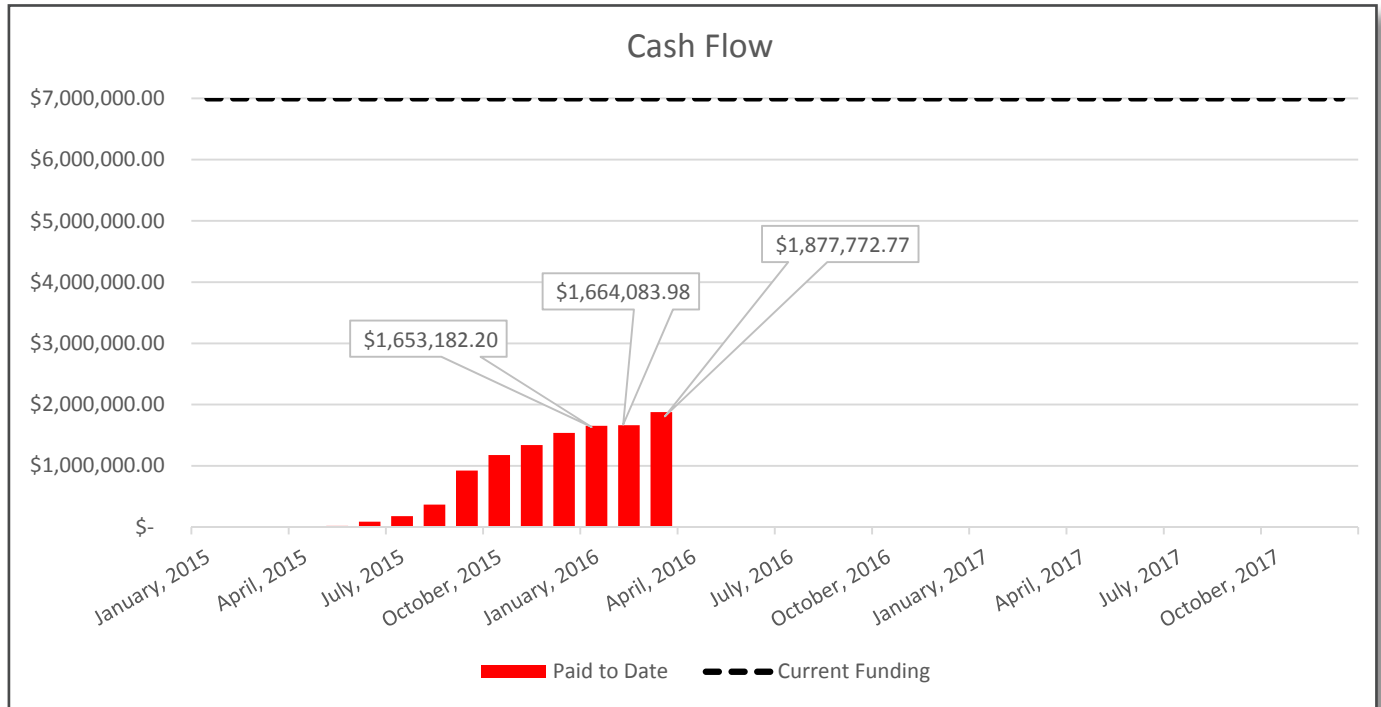
- A draft emergency response plan for the District should be received in June, 2016.
- Continue review of Federal and State law and policy around school safety.
- Continue safety reviews of new project designs.



DISTRICT-WIDE IMPROVEMENTS

Q1 2016

This category of projects represents work at all district sites that has been identified over time as improvements that response 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.



2015 Improvements Projects:

15008 – Drainage & Play Equipment @ RR, ST, WM

School	Task	Status
Rosemont Ridge	Baseball field drainage	Complete
Rosemont Ridge	Play equipment	Bids Received
Stafford Primary	Playground drainage	Bids Received
Stafford Primary	Play equipment	Bids Received
Willamette Primary	Play equipment	Bids Received

Notes:

The play equipment was purchased and delivered to the district. All remaining project scope has been bid, and the Bond Management Team is working to secure contracts for construction. Construction to occur during summer 2016.



DISTRICT-WIDE IMPROVEMENTS

Q1 2016

15010 – Painting @ ST, WM, WHS

School	Task	Status
Stafford	Exterior painting	Contracted
Willamette	Interior corridor painting	Contracted
Wilsonville	Select stadium handrail painting	Contracted

Project Status:

The projects were bid and contracts executed with the lowest responsive bidder. Projects to be completed during summer 2016.

15011 – Select Restroom Renovation @ BC, ST, WLHS

School	Task	Status
Boeckman Creek	Select Restroom Renovation	Complete
Stafford	Select Restroom Renovation	Complete
West Linn	Select Restroom Renovation	Summer 2016 or 2017

Project Status:

The work at West Linn High School will require design assistance and a contractor and will occur summer 2017.

15015 – Concession/Restroom/Team Room @ RR

School	Task	Status
Rosement Ridge	Concession/Restroom/Team Room	Complete

Project Status:

This project is complete.



CONSTRUCTION TERMINOLOGY

Q1 2016

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.