

**Yamhill Carlton School District  
Citizen Oversight Committee Meeting**

**September 7, 2017**

**Present:** COC Members: Murray Paolo, Richard Bernstein, Thomas Shu, Holly Nettles, Cliff Jensen, Alex Hurley, Chuck Mitchell, Keri Maynard  
MMC Inc.: Michael Marino, Project Manager, Sam Robertson, Project Engineer, Turner Construction, Jonathan Morse  
YCSD: Charan Cline, Superintendent, Brian King, Facilities Manager  
School Board: Tim Pfeiffer, Susan Fitzgerald

---

**1. Call to Order:**

- Meeting called to order 6:32 p.m.

**2. Meeting minutes:**

- Motion to approve August 8, 2017 minutes made by Tim Pfeiffer, second by Thomas Shu. motion carried, Chuck Mitchell abstained.

**3. Financial Report:**

- No financial report available as Keith Spande absent from meeting due to medical concern. Additional financial information included in Project Manager Report.

**4. Communications:**

- Holly received 2 responses to her Action Items email. Encouraged everyone to respond and to like and share facebook page.
- Communication plan to include information tables, with posters, trifold flyers at Back to School nights September 19<sup>th</sup>, 20<sup>th</sup> and 21<sup>st</sup>, community mailings. Community event at Dome inflation. Would like to start with flyers being sent home with students and a direct mailing to community.
- Request committee to volunteer to staff information tables at back to school nights and possible other district events, i.e. athletic events.
- Discussion on printing costs for various items, tri-fold flyer, posters, bond information updates to send home with students. Richard suggested mailing to all tax payers with bond work updates and where to find further information. Update district website.
- Motion to request \$1300.00 from school board to start communication plan as presented by Holly, made by Cliff Jensen, second by Tim Pfeiffer. Motion carried, Chuck Mitchell abstained.

## **5. Permits and Appeal:**

- Waiting for resolution on waterline issue with city.
- City wanting insurance policy/bond to guarantee completion of waterline upgrades/installation.
- Keri asked for clarification on waterline issues, Mike provided brief summary of events.
- Comment from Chuck Mitchell regarding occupancy certificate guarantee from city.

## **6. Mikes Report:**

- Power point presentation by Jonathan Morse, Turner Construction, reviewing major impacts on budget, creating a 2-3 million overage. Turner working hard in all areas to reduce cost and get back on budget. Lengthy discussion regarding budget overage, available revenue and scope of remaining projects.
- Excavated two parking areas and the student pathways with compacted gravel and are being used by students with no significant impact.
- Project is currently 6 weeks behind schedule due to water tank issues, water line issues and other items.
- YCES interior work completed on schedule to allow staff to move back in for the start of school. Work on exterior continues.
- YCHS/YCIS site grading and underground utilities continue. Pads for dome building close to completion.
- September and October tasks include complete site grading and underground utility work. Make adjustments and fine tune systems at YCES and continue with exterior work.
- See Project Manager Report below.

## **7. Other items:**

- Charan stated ADA requirements being met for Football games.
- Charan will provide a tour of YCES at 4:00 on Friday 9/8/17 for committee members.
- Possible special COC meeting before next scheduled meeting to discuss budget issues.

Next scheduled meeting will be Thursday, October 5, 2017

Meeting adjourned at 8:51 pm.

Minutes respectfully submitted by Patti Bertrand.

## PROJECT MONTHLY STATUS REPORT

Project: Yamhill Carlton School District 2016 Bond Measure Projects, *District Wide Report*

Completion Date: Preliminary: October 23, 2018

### 1. Construction Status

#### Yamhill Carlton High School and Intermediate School Sites

- Turner continues with the site grading effort through August and September 2017.
- Turner continues working on site grading and underground utilities and is making good progress in areas where work is not impacted by constraints.
- Pads for the new dome buildings are close to completion.
- Delays continue as discovery of unknown conditions are discovered.
  - a. Heating Oil Tanks: Contaminated soils associated with the decommissioning and removal of (2) existing heating oil tanks was completed in August 2017 and certification on their removal was completed following an extensive effort to dispose of, remediate and import acceptable soils. Excavation of the contaminated soils is completed with an estimated 230 cubic yards of material removed and disposed of. The area of work has had an impact on the development of the CTE building pad and adjacent site work.
  - b. Dry Wells: (2) unidentified dry wells were discovered in August 2017 requiring soils testing for contaminants and certification by DEQ prior to their removal. As of August 31, 2017, DEQ approval has been provided and the drywells are in the process of being removed.
  - c. Oil Separation Tank: A unidentified oil/water separation tank was discovered during site excavation. As of the date of this report soil samples have been taken and Turner is awaiting results on contaminated soil conditions and instructions from the Environmental Consultant on removal of the tank.
- Due to delays the paving of parking areas and pathways could not be completed prior to start of the school year as originally scheduled. However, in preparation for returning students and staff, Turner has excavated two of the proposed parking areas and the student pathways with compacted gravel. Students are currently using these areas without significant impact. Paving is currently pending City permit approval for underground utilities and it is anticipated that paving will occur in October.
- Turner has done a good job in establishing the construction zones and continues to work with the District on logistical and safety.
- The intent through the remainder of September and October will be to complete site grading and underground utility work back to the areas where the dome buildings will be located.
- Work on the existing girl's locker room was completed in August and is up and running.

#### Yamhill Carlton Elementary School

- Turner completed the installation of the PVHP units in the classrooms and all the required electrical equipment and systems upgrades. The units are currently up and running and providing cooling. Feedback from staff has been excellent!
- PGE completed the new 240 volt electrical service from Main Street and all systems were up and running by start of school.
- Interior cleaning, waxing of all floors and moving of classroom materials was completed on schedule allowing Staff to move back in to their classrooms.
- District Staff worked incredibly hard and provided long hours in getting spaces back in order for start of school. Huge thanks is in order for their effort.
- Turner will continue making adjustments and fine tuning the systems over the next several weeks and during the break in period.

- Much of the District's self-contracted work was also successfully completed during the summer vacation.
  - New VCT flooring and carpeting was installed throughout the facility.
  - New classroom counter tops were installed along with new sinks and fixtures.
  - New faucets and drinking fountains were installed in each of the classrooms.
  - Interior painting was completed throughout all areas of the facility and will continue over the next few weeks.
  - Public restrooms received new ceramic tile.
  - The second-floor public restrooms received new sink units.
  - A new refrigerator and a new freezer were installed in the cafeteria kitchen and it is up and running!
  - New horizontal exterior siding on much of the school facility was installed in areas that did not match, were rotting, leaking or contained asbestos. This has made a huge transformation in the look of the facility.
  - The facility received all new roofing and a new gutter system.
  - Much of the exterior painting was completed and will continue for the next few weeks.
- Work will continue the Elementary School throughout the year and as we move in to next summer as was anticipated. The following items are currently underway or have been scheduled for completion.
  - Punch listing and correction of deficiency work is currently underway and is ongoing.
  - Turner is currently working on the installation of the HVAC System for the cafeteria and gymnasium areas and will be completed in the next couple of weeks.
  - Security fencing around the facility will be installed within the next several weeks.
  - Siding replacement at the North side of the facility has been scheduled for next summer.
  - New siding is scheduled to be installed at the South side of the facility at the existing vertical siding locations. This work will be completed in the next two to three weeks.
  - Interior and exterior painting is ongoing and will be scheduled around the District's timeframes.

## **2. Budget**

- Following Turner's submission of GMP #3 and GMP #4 the project unfortunately remains significantly over budget. There are many factors that continue to manipulate pricing including current market conditions, permitting and public works requirements, unknown conditions, and adjustments to design. Currently, MMC, Turner, OHPD and the District are working very hard to explore cost reduction solutions in every aspect of the project to reduce the overall budget.
- A current budget status update and cost reduction options will be provided to the COC by MMC and Turner for consideration at their September 7, 2017 meeting.
- The COC will then make cost reduction recommendations to the Board at the September 14, 2017 Board Meeting.
- As reported last month GMP's will not be presented for approval by the Board until such a time that all Value Engineering options have been fully priced, reviewed by the COC and a recommendation for budget reconciliation can be provided to the Board.

## **3. Status of Design**

- A revised additional services proposal has been submitted by OHPD for the design of the public utility offsite water line and is currently under review. The proposal is in the amount of \$74,000.00.
- Design associated with the City's on-site public water system continues with design currently under review by the City.

#### 4. Schedule Status

- Although there has been some schedule impacts the overall project continues to be on schedule:
- Turner has provided a construction Master Schedule.
  - Beginning June 20, 2017
    - Begin Construction Mobilization
    - Demolish Existing Buildings
    - Begin Site Work on HS/IS
  - Summer/Fall, 2017
    - Site Work, Site Utilities, Excavation and pads for new Dome Buildings
    - Dome Shells starting fall 2017
    - Elementary School Upgrades
    - Agriculture Building
  - Summer/Fall, 2018
    - Dome Interiors
    - Site Completion
    - High School Upgrades
    - Intermediate School Upgrades

#### 5. Permits

- Release of permits for the underground utilities and building construction is pending completion of revised design of the onsite public water system and a Performance Bond requested by the City. Design is currently underway and scheduled to be submitted to the City the week of September 18<sup>th</sup> OHPD has worked loosely with the City during the design process to reduce schedule impacts and work is proceeding as quickly as possible.
- All permit drawings have also been provided to Yamhill County and have been reviewed and approved. However, permits will not be released until the City and the Fire District provide approval.
- The pending street vacation on Camelia was provided to the City and will be presented by the Public Works Director for consideration by the City Council at their September Council Meeting.
- The pending street vacation of Larch was provided to the City and will be presented by the Public Works Director for consideration by the City Council at their September Council Meeting.
- Mr. Cline has had conversations with the Fire Chief proceeding with construction of the proposed Agricultural facility and the Fire Chief has agreed to allow construction to proceed under the condition that the District provide a temporary water storage system, public water system design is submitted and approved and that a Performance Bond has been executed for completion of the public water system upgrades.
- MMC is currently working on permitting for a temporary CTE structure adjacent to the Administration Building.

#### 8. Currently Underway

- Continued site preparation and grading at HS/IS Site
- Continued negotiations and coordination of water flow design
- FF&E coordination and procurements
- Administration of BOLI requirements
- Continue VE review options and pricing effort.
- Reconciliation of Master Budget

#### 9. Critical Issues:

- Completion of public water system design and submission for permitting so that construction can proceed