

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

**April 5, 2018**

**Present:** COC Members: Murray Paolo, Richard Bernstein, Cliff Jensen, Holly Nettles, Keri Maynard, Alex Hurley, Thomas Shu  
MMC Inc.: Michael Marino, Project Manager  
YCSD: Charan Cline, Superintendent  
School Board: Tim Pfeiffer  
Visitors: Glenn Manson, Rocky Losi

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**1. Call to Order:**

- Meeting called to order at 6:31 p.m.
- Susan Fitzgerald-excused from meeting.

**2. Meeting minutes:**

- Amendments to March 1, 2018 minutes to include:
  - Project Managers Report bullet six, change SOB to SOG.
  - Correct spelling of Paola to Paolo.
  - Add to Action items: M. Marino to provide prioritized list of deferred maintenance items.
- Motion to approve March 1, 2018 minutes as amended made by Keri Maynard, second by Tim Pfeiffer. All in favor. Motion carried.

**3. School Board Actions:**

- School Board approved obtaining a \$2,000,000 Line of Credit to keep project on track until land sale is complete.

**4. Communications:**

- C. Cline proposes having a community open house on a Saturday in May from 9:00-11:00 am to view CTE building. The parking lot will be completed and should be a safe area. H. Nettles would like to have COC approval and support at the event. Recommend calling it a "Sneak Peak" since it is not a finished space. COC approves Saturday, May 12<sup>th</sup> from 9:00-11:00. H. Nettles concerned not enough help to make it a nice event. Outreach via facebook, News Register, reader boards, email to parents, inform local business owners. Have flyer available with fun facts, blueprint. Have 4-5 people available to explain space.
- H. Nettles working on newsletter with information from Mike. She will meet with Keri, Murray to pull all information together to get a communication out.

**5. Financial Report and review of financial position:**

- K. Maynard presents Budget Status Worksheet. She is working on updating report. GMP 6A will be removed as it will go against approved Line of Credit. Brings the over budget amount to \$ 497,058.00.

- Offsite Public Water Line is at \$320,000 of the \$625,000 paid to the city by school district. Waiting to see what amount will be unused and returned. M. Marino-bid for offsite water did come in under budget. There will be consultant costs. Estimates \$200,000-\$300,000 returned to district.
- Next month there will be two budget reports, one for bond dollars and one for the Line of Credit. Need to get bond money to zero.
- Updated report before school board meeting.

#### **6. Project Managers Report:**

- M. Marino reviewed Project Managers Report of March, 2018. See attached report for Construction Status.
- Onsite waterline project; everything south of Camelia is completed. South Section, east side of campus all the way out to Camelia needs to be done.
- No reported safety issues in March.
- Elementary School-isolation pads will be placed on bottoms of HVAC units with insulation placed inside units to help the noise issue. M. Marino will have sound tested after work completed.
- Begin procurement process for deferred maintenance items to be done this summer. Currently working on prioritized list of deferred items. Sitting down with Turner to start on FF&E (furniture, fixtures and equipment) to start procurement process.
- Continues to look for cost savings.
- Construction trailers gone. Turner is able to use a classroom with a separate entrance.
- H. Nettles comments on compaction in regards to last meeting discussion. M. Marino will have compaction test done right before pouring slab in CTE.
- Motion to accept Project Managers Report as presented made by Tim Pfeiffer, seconded by Cliff Jensen. No discussion. All in favor. Motion carried.

#### **7. Action items:**

- M. Marino to continue to work on prioritized list of deferred maintenance projects.

#### **8. Other Business:**

- Next GMP #7, finalizing CTE to be presented at next COC Meeting.
- T. Pfeiffer-Ag building has been ordered, \$60,000 in bank from donations. Cost of the building is being covered by a grower. Waiting on preliminary drawings from PBS. Once approved will apply for permits. Building is 40' x 60' with 16' eve, a 14 x 14 roll up door, 10 windows and 2 man doors. Will be located east of old gym.
- M. Paolo expresses thanks to all who have contributed to getting the Ag building built.

Next regular scheduled meeting will be Thursday, May 3, 2018 at 6:30 pm.

Meeting adjourned at 7:10 pm.

Minutes respectfully submitted by Patti Bertrand.

Budget Status Worksheet  
As of 3.9.18

Total Resources	Source	Notes	Amounts
	Bond	Original Bond Amount	\$14,200,000.00
	Matching Funds		\$4,000,000.00
	Bond Premium		\$1,923,680.00
		<b>Total</b>	<b>\$20,123,680.00</b>

Project Constraints	Dome Original Estimate Delta	Original Estimate by LE @ \$185 per sq ft for 38k sq ft. Actual cost estimate @ \$295 sq ft for 38k sq ft	\$4,180,000.00
	Offsite Public Waterline	City Required	\$320,000.00
	Onsite Public Waterline	Estimated	\$661,500.00
	Unanticipated Storm and Utilities	City Comments	\$200,000.00
	Contaminated soils and abatements	Drywells and underground fuel tanks	\$337,925.00
	Sitework	Original estimate @1.9 million	\$2,274,000.00
	ES Electrical and HVAC increase		\$360,108.00
		<b>Total</b>	<b>\$8,333,533.00</b>

<b>Funds-Resources less constraints</b>	<b>Total</b>	<b>\$11,790,147.00</b>
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Current Obligations	Elementary School	Self Contracted Construction	\$862,317.00
	GMP #1	Turner Cost	\$818,072.00
	GMP #2	Turner Cost	\$3,637,718.00
	GMP #3	Turner Cost	\$1,400,358.00
	GMP #4	Turner Cost	\$3,027,942.00
	GMP #5	Turner Real Cost	\$3,306,523.00
	GMP #6	Turner Estimated Cost	\$389,581.00
	GMP #6A	Turner Estimated Cost	\$518,028.00
	MMC Inc.	Contract Extension	\$78,000.00
	Construction Changes (Change Orders)	Revised Design for Site	\$927,619.00
	Consultant Contracts	District Wide Costs (design, permits, consultant fees, insurance, CMGC, etc.	\$2,677,471.00
	Bond Costs	Bank Fees	\$195,000.00
	Misc Construction	Old Gym, roofing, batting cage, maintenance	\$394,630.00
	Offsite Water		\$320,000.00
	Current overruns	Consultants, logistics & maintenance	\$141,596.00
		<b>Total</b>	<b>\$18,694,855.00</b>

Pending Obligations	GMP #7	Turner Estimated Cost	\$650,000.00
	Pending Construction Changes	Not yet submitted	\$70,879.00
	Ag Building	Owner Cost-estimated	\$200,000.00
	Design Changes	estimated	\$75,000.00
	Consultants	estimated	\$60,000.00
	<b>Total</b>	<b>\$1,055,879.00</b>	

<b>Project Constraints</b>		<b>Included in obligations</b>	<b>-\$8,333,533.00</b>
<b>Less Pending Obligations</b>	Ag Building	Owner Cost-estimated	<b>-\$200,000.00</b>

<b>Total Obligations less Project Constraints</b>	<b>Total</b>	<b>\$11,217,201.00</b>
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<b>Total Fund Resources less Constraints</b>	<b>Total over/under budget of Bond Funds</b>	<b>\$572,946.00</b>
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<b>Line of Credit</b>	<b>To be paid back by sale of District Land</b>	<b>Bridge Loan</b>	<b>\$2,000,000.00</b>
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Option A-Shell Gym	Delete all interior scope	Delete all interior scope	\$2,868,545.00
	Less GMP 6A/Current Obligations	Turner Estimated Cost	-\$518,028.00
	FEE for Gym	Bleachers and equipment	\$159,000.00
	Escalation Contingency Remaining	Deduct from Turner GMPs	\$149,146.00
	Escalation Contingency Remaining	Deduct from Turner GMPs	\$24,830.00
	Owner Contingency	Budgeted	\$125,000.00
	Reduce deferred Maintenance	Reduce from \$815K to \$376,073	\$438,927.00
	Site Signage	Budgeted	\$11,000.00
	Computer Networking	Budgeted	\$14,400.00
	Telephone System	Budgeted	\$12,600.00
	Comissioning	Budgeted	\$24,859.00
	Access Control Design	Budgeted	\$25,000.00
	Budget Reconciliation	Revised Project Budget	\$252,753.00
		<b>Total</b>	<b>\$3,588,032.00</b>

<b>Total over/under budget</b>	<b>Less Cost Reduction Options</b>	<b>Total</b>	<b>-\$1,015,086.00</b>
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**YAMHILL CARLTON SCHOOL DISTRICT  
2016 BOND MEASURE PROJECTS  
PROJECT MANAGER STATUS REPORT  
MARCH, 2018**

## PROJECT MONTHLY STATUS REPORT

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

Completion Date: Preliminary: September 23, 2018 (Revised)

### 1. Construction Status

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

- Continued work on underground utilities and site grading.
  - Kerr is currently working on the storm water piping. Work is ongoing with storm completed out to Hemlock and finishing on Camelia
  - All water main piping has been completed south of Camelia. Camelia street piping and City tie in to occur by June 1, 2018.
  - Underground site electrical in select areas was ongoing through March.
  - PGE set new service pole and primary.
  - Installation of new transformer near CTE completed with stadium and batting cage now on permanent power.
  - South parking lot has been final grading and curbing installed and will be ready for pavement by May 5, 2018.
  - Site grading at Camelia and High School Parking area to begin in mid-May.
- Continued work on CTE dome facility through March 2018.
  - Shotcrete was completed on March 9, 2018
  - Under slab utilities, electrical and plumbing is ongoing through most of April.
  - Concrete slab currently scheduled for the first week in May.
- Continued work on Gymnasium through March 2018
  - Dome shell was successfully inflated on February 12, 2018.
  - Interior urethane foam insulation was completed on March 19, 2018
  - Shotcrete will continue through April 2018.
- Offsite water line
  - The City of Yamhill successfully bid the project and is currently preparing to start this work with a scheduled completion of June 1, 2018.
  - Bids came in under the expected costs with approximately \$200k in savings. However, this money will be held in trust until completion of the project.
  - The City has been transparent in the cost of the work and has submitted invoicing for the project as the work progresses.
- Turner continues to work with the District on site logistics and safety. There have been no reported incidents in March 2018.
- The intent through the remainder of April will be to continue with storm water installation, the water main, site electrical and continued work to the interior of the done structures.

#### Yamhill Carlton Elementary School

- Several classrooms continue to experience minor noise level issues with some of the PVHP units. Turner has reached out to the Design Team and Manufacturer and is currently working on a method to isolate latent noise using rubber isolation pads under the units and installing additional insulation inside the cabinets and around the pumps. Once this is completed we will provide another assessment.

### 2. Budget

- There have been no changes to the overall budget status through March 2018. Based on recommendation from the COC to the Board at the March Board Meeting the Gymnasium Building has been postponed until further funding can be arranged with GMP 6a approved using the line of credit funding of this portion of work.
- The project is currently on budget based on the COC and Board approved reductions.

- **3. Status of Design and Permitting**

- All required permits have been issued as of the date of this report.
- OHPD continues to work on the design of approved cost reduction options through March and April.

- **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

- **8. Currently Underway**

- Continued site preparation, grading and infrastructure upgrades at HS/IS Site
- Continued build out of the CTE and Gym dome shells.
- MMC to begin procurement of differed maintenance subs for this summer's work.
- MMC coordination of the Agriculture facility.
- FF&E coordination and procurements
- Continue VE review options and pricing effort.