

March 9, 2017
7:00PM
Citizen Oversight Committee: Meeting Notes

Prepared By: Sam Robertson

<u>Present:</u>	COC Members	Alex Hurley Chuck Mitchell Chuck McCord Cliff Jensen Jami Egland Murray Paolo Richard Bernstein
	MMC Inc.	Michael Marino, Project Manager Sam Robertson, Project Engineer
	YCSD	Charan Cline, Superintendent
	OHP+D	Deb France, Principal Caitlin McGehee, Staff Architect
	Turner Construction Co.	Martin Davis, Project Manager

1. Call to Order

- Meeting called to order at 7:05 PM by Murray Paolo

2. Review for approval, previous meeting minutes

3. Financial Reporting

- Michael Marino handed out a budget synopsis of where project is currently at. Document is based on a larger budget and broken down by schools. Numbers in budget category are based off original bond language. District wide expenses cover consultants or fees that affect entire district. YTD A/P is accounts payable year to date. Encumbrances are contracted amounts that are still outstanding. Michael noted that encumbrance numbers are incorrect and project is still on budget.
- Michael Marino noted that there is an additional \$1,800,000 that has been added to the project total from the premium sale of bonds.
- Michael Marino explained that each consultant is paid out according to their contracts in stages.

4. Communications

- Charan Cline distributed a communications plan to the members of the Citizens Oversight Committee.
- Charan Cline discussed distributing project boards displaying the bond project throughout community locations and rotating them through accordingly
- Charan Cline will draft a letter for the COC group with an update to the project that will be sent out to the community
- Communications plan will be an update of the project for the previous month.

5. Ethics Discussions / Information

- Murray Paolo referenced ethic laws and provided a link to www.oregon.gov/OGEC

6. OH Planning + Design

- Design Documentation phase was recently completed and OH has received site survey. District has authorized OHP+D to move forward with Construction Documentation.
- Turner has requested an early site package and OHP+D is waiting till 90% CD before issuing, to eliminate complications. Will issue mid-April.
- City of Yamhill will receive an update to the Conditional Use Permit to reflect recent changes.
- Recently met with the City of Yamhill's Fire Chief, Brian Jensen who requested changes to fire lanes, for better access to the site. Parking lots and fire lanes will be connected.
- Dome building will be a bright honed face unit and using color to accent CET building. Gym will be exterior wall in orange for entrance. Dome material will be dark in matching with other buildings on site.
- Entrances are a composite material with the appearance of wood.
- There are 202 parking stalls currently, which does not include church parking, that is an additional 42 stalls. Current site plan will provide 235 plus the 42 at church. The staging area for contractors will be a convenience gravel lot located where the JV Softball field is currently. This will also serve as overflow parking.
- Parking code analysis shows current parking does not meet code.
 - 1 parking spot per 4 seats or 8 feet of bench.
 - Current code states that the YCSD site is a shared occupancy site.
 - Code reads the gyms are classrooms so occupancy for assembly are ancillary. When they are events we have to meet the 250 requirements. City is not adding existing gym into parking requirements and are grandfathering it in.
 - Project is not burdened with encumbering current parking problems.

- OHP+D is not looking for minimal code requirements, and has attempted to increase parking in every way possible, but reality is site has limited parking.
- MMC: Extra parking wasn't addressed in the bond and any extra parking is an additional benefit.
- Existing gym will receive a face lift to the bathrooms.
- YCIS to receive new siding, roofing, flooring and painting.
- Chuck Mitchell: Kids complaining about using bathrooms. Need to address bathroom needs.
 - OHP+D: District is putting in new doors and addressing any issues
 - MMC: Budget is on ShareFile to address the needs and answer questions on what will be receiving work.
- Chuck Mitchell: Why are gym doors oriented in the direction they are?
 - OHP+D: To create a pedestrian connection and doors are facing public entry points, which is a way finding orientation.

7. Turner Construction

- Package request for Turner will be issued mid-month by OHP+D.
- Turner has requested a dome procurement package and has solicited 4 companies that will be responsible for dome construction under Turner Construction.
- Will be receiving bids for dome, PVHP's, site packages and switch gears along with electrical package.
- Working to get first packages out first as they are critical to the project. Logistics group is working hard to secure best pricing possible. Working to support OH by giving more instructions on how to complete aspects of project.
- Project will be heavy on competitive bidding.
- Working with PGE to ensure we are all on one schedule.
- Checking with contractors to make sure they are in a place to meet schedule and staffing demands for the proposals they submit, to ensure they can do everything they state.
- Chuck Mitchell: Pricing everywhere is going up rapidly across the board and is Turner seeing this, and will it affect the \$190 per square foot estimated cost?
 - Turner: Estimating is at ¼ escalation per quarter. Current focus is on glass and glazing work along with casework. The preference is to use local contractors.

8. Michael Marino: Report

Fire Flow Results

- As discussed last month during the CUP process, we completed a flow test with Interface Engineering. The requirements are 1500 gallons per minute, and the test resulted in a flow of 999 gallons per minute. Discussions over the last week have included ways to increase flow. The goal is to bring in a 10" line from Pike, Olive and Dalia. There are discussions on both sides as to who is responsible and first

goal is to find out the flow on the City of Yamhill's 10" line to make sure that there is enough flow. The cost is being looked at and the city has been great to work with to cover costs and working through the process. First order of business is to get a flow test on existing 10" and KPFF is going to provide the modeling. KPFF will model the whole system from where YCSD is tapping into the 10" and will model the loop. They will not be modeling attached water districts.

- Adding the 10" line could result in a flow as low as 1200 gpm and as high as 1700 gpm.
- City of Yamhill has admitted this will help the city's flow.
- Alex Hurley: We need to make sure we are meeting minimums and not overly exceeding the code.
- MMC: The City of Yamhill be given an easement for the water line and the city is currently not meeting code with their current setup. City of Yamhill will pay for a large portion and credit the SDC's. The Fire Chief stated the city is willing to pay half the cost of running utility, and giving a credit of the SDC's to cover another portion. Will negotiate the costs at that point.

Project Status

- Report highlights continue to progress
- Conditional Use Permit will have updates and clarifications
 - Yamhill Carlton School District hasn't received a staff report prior to public hearing.
 - Alex Hurley: State law possibly requires city to issue report a week beforehand.
 - MMC: Will call John to ensure packet is coming out.
- Old cafeteria is currently being abated and demo is scheduled for spring break.
- Logistics have been set in motion for relocation of art room.
- Two remaining buildings to be abated over spring break.
- Currently in solicitation phase for Yamhill Carlton Elementary School and look at pricing for contractors to be on board for summer.
- Turner is working on procurement of long lead items.
- MMC is working to obtain conex containers for the storage of existing YCSD equipment.
- Value Engineering is a continued item that is constantly addressed whenever possible.

9. Alternative Discussion Items

- Chuck McCord: Is Brent Kerr getting paid to demo the old cafeteria as well as the art modular? From an ethics standpoint is it a conflict of interest?
 - Charan Cline: Bid was from a long time ago and the bid was put together before the COC was formed.
- Chuck McCord: How is the premium sale of bonds viewed?
 - MMC: Same as the rest of the money from the bond.

- Chuck McCord: How is addition to batting cages done with bond language?
 - MMC: We must logistically move things around to meet the project's needs.

10. Closing Discussions

- The minutes should be inclusive to the committee and a general statement should be targeted to what it references
- COC meetings are the Thursday before the board meets. A motion was suggested by Murray Paolo to start the next meeting at 6:30PM.
- Chuck Mitchell motioned at 9:20PM to adjourn, which was seconded by Chuck McCord and carried by Murray Paolo.

End of Meeting Minutes