

Capital Asset Advisory Committee Meeting Notes

Thursday, September 16, 2021

8:00-10:00 am

809 Quail Street, Bldg. 4, Lakewood, CO 80215

Members Present: Gordon Calahan, Megan Castle, Tom Murray, Laura Perry, Brittney Warga

Members Absent: Kathy Hodgson, George Latuda, Christina Mauro, Dan Oakley, M. L. Richardson

Staff Liaisons: Robin Acree, executive administrative assistant, facilities management; Steve Bell, chief operations officer; Brenna Copland, chief financial officer; Tracy Dorland, superintendent; Heather Frizzell, supervisor, construction project/project accounting; Bruce Huxley, director, planning and property; Berry Jones, director, construction management; Tim Reed, executive director, facilities and construction management; Nicole Stewart, interim chief financial officer; Maureen Wolsborn, senior communication specialist

Agenda

- General: CIP Update, Work In Progress Report, CIP Evaluation Project
- Communication Update
- Planning/Property Management Update
- Construction Management Update: Status Reports, Schedule Updates

Action/Decisions

- Jeffco Open School Addition/Renovation bid over by \$2.6M, discussed reasons for overage, CAAC member made a motion to move the project to BOE for approval, all committee members in attendance voted in favor.

CIP Update-(*Slide Presentation*) Presenter: Tim Reed- Committee members and staff reviewed and discussed reports. There were no concerns shared.

Forecasted Revenue

- Interest earnings unchanged, the same as August 2021, forecasted revenue \$829M.
- \$16.7M in contracts will be presented to the BOE Oct. 14 for approval.

Expenditures

- Total Expenditures as of Sept. 15 \$399.5M, a \$20.2M increase from August 15, 2021
- Total Encumbrances as of Sept. 15 \$104.7M, a \$19.2M increase from August 15, 2021
- Charter Expenditures as of Sept. 15 \$49.2M, a \$573K increase from August 15, 2021
- Charter Encumbrances as of Sept. 15 \$1.8M, a \$239K increase from August 15, 2021
- To date bond proceeds spent: 90% of first issuance, excluding retainage; 14% of second issuance.

- **Recent Bid Work** (*Slide Presentation*) Presentation of the 2020 Summer Bid Results. Eight projects were bid. Bids were compared to budgets, over/under variances, amounts added to or subtracted from unallocated reserves and revised project cost.
 - Information regarding current economic climate, cost pressures on materials and systems, supply chain interruptions and other factors facing the construction industry was discussed.
- Projects bid since August meeting:
 - Evergreen HS Efficiency & Future Ready bid of \$8,215,738, \$7,764,839 (5%) over construction budget and covered by project contingency.
 - Jeffco Open School Addition/Renovation bid of \$9,997,000, the construction budget is \$7,376,021 (26% over budget). District received four bids; two were competitive and two were considered non-competitive. Discussed the various factors affecting price including the scope of work and current market/economic conditions with committee members. A motion

was made recommending the project be awarded and unanimously approved by members in attendance. The recommendation will be noted in the BOE agenda item for the Oct. 14 meeting.

- Ralston Valley HS Addition/Renovation bid of \$6,736,050, \$6,444,644 (4%) over construction budget and the overage and a 3% construction contingency covered by unallocated reserves.
- Discussion with committee members and staff regarding over/under bids. A committee member pointed out that Capital Programs have always had scope first priority, followed by budget and schedule. If that is no longer the case, then it should be so stated.
- **Work in Progress Construction Report**-(Slide Presentation) Presenter: Berry Jones- Committee members and staff reviewed and discussed the report.
- **CIP Evaluation Project-Status Report** Presenter: Steve Bell
 - First draft report should be released in 2-3 weeks.

Communications Presenter: Maureen Wolsborn

- Celebrations have occurred over the last month. Good media coverage by CBS, blogs, Golden Transcript and YouTube.
 - Columbine Sr., Wayne Carl MS, Bell MS, Lumberg ES and Jefferson Jr./Sr.
- Upcoming Events:
 - September 24
 - Warren Tech South ribbon cutting, tour and-interactive walk through and Facebook Live
 - Prospect Valley ES-Groundbreaking with students decorating donated shovels from construction partners
 - September 29-Parmalee ES

Planning/Property Management Update Presenter: Bruce Huxley

- A list is being prepared for temp building removals for 2022.
- Reviewing 2022 FF&E projects. Trying to get ahead of ordering in anticipation of supply chain, vendor and labor issues, similar to this year.
- Refining second draft of 2021 District Wide Facility Master Plan. Anticipate ready to present to management in the next few weeks.
- Collecting and reviewing data for school attendance. Waiting for October count numbers, should get final official CDE numbers in mid-November and will meet with Ed leadership in December to review results and projections.

Construction Management Update: Status Reports, Schedule Updates

Presenter: Berry Jones

Unallocated/Unassigned Funds Update

- General Update: Gearing down from major construction.
 - H/G Bond-\$88.1M remains in unallocated / unassigned funds.
 - 19M Program-\$197.8K remains in unallocated / unassigned funds.
 - 20M Program \$546.3K remains in unallocated / unassigned funds.
 - 21M Program \$1.1M- remains in unallocated / unassigned funds.
 - 22M Program \$2M- remains in unallocated / unassigned funds.

Next Meeting

October 21, 2021 | 8:00-10:00 am | 809 Quail Street, Bldg. 4, Lakewood, CO 80215