

SCHOOL FACILITIES BOARD
October 5, 2011
Phoenix, Arizona

The School Facilities Board held a Board Meeting at the Arizona State Capitol Building in Phoenix, Arizona. The meeting began at approximately 10:04 A.M.

<u>Members Present</u>	<u>Guests Present</u>
Dr. Frank Davidson, Chair	Andy Rogers, Liberty ESD
Tom Rushin, Vice-Chair	Cathy Rex, So. AZ School Facilities Group
Eric Hafner	Tom Duncan, Commercial Systems Tech.
Jennifer Stielow	Jon Gazee, Commercial Systems Tech.
Dr. Bill Johnson	Patricia Ewanski, APS Solutions for Business
Vern Crow	Judy Richardson, Stone & Youngberg
	Rey Graf, Jim Brown & Sons Roofing
<u>Members Absent</u>	Ed Boot, Arcadis
Gary Marks	Tim Mace, Casa Grande Union
Stacey Morley (non-voting member)	
<u>Vacant Board Positions</u>	
Demographer Representative	
Teacher Representative	
<u>Staff Present</u>	
Dean Gray, Executive Director	
Kerry Campbell, Public Information Officer	
Debra Sterling, Attorney General's Office	
Amber Peterson, School Finance Specialist	
Dan Demland, Architect	
Angela Cade, Fiscal Services Manager	
Bob Austin, ARRA Project Coordinator	
Pat Cruse, School Facilities Liaison	

- I. Call to Order
Chairman Dr. Frank Davidson called the meeting to order at approximately 10:04 A.M.
- II. Roll Call
There were six (6) voting Board Members present.
- III. Consideration and possible vote to accept, reject or modify the Minutes of September 14, 2011 and September 21, 2011
Vern Crow made a motion for Board approval of the Minutes of September 14, 2011 and September 21, 2011. Dr. Bill Johnson seconded. The motion passed with a voice vote of 6-0.
- IV. Consent Agenda
Consideration of Preventative Maintenance Plans
Tom Rushin made a motion for Board approval of the Preventative Maintenance Plan as presented. Vern Crow seconded. The motion passed with a voice vote of 6-0.

V. Director's Report

a. Correction of info provided to the Board

Dean Gray clarified information he provided to the Board on September 14, 2011. The funding for new school construction is being provided through ARRA bonds called Qualified School Construction Bonds.

b. Welcome and Introduction of New Staff Members

Dean Gray gave a brief introduction of the newest members of the SFB staff, Angela Cade and Bob Austin. The Board welcomed them to the SFB.

c. Policy Review

Dean Gray explained that it is time for the Board to perform a review of the all the policies as required by policy II.D. He then gave a brief overview of the changes to policy III. SFB Capital Plans that are being recommended by staff. These change recommendations will be posted on the SFB website for public comment and will be brought back to the Board, along with the comments received from the public, at the next regularly scheduled meeting.

Eric Hafner asked if would be helpful to establish a square footage cut-off and allow the Executive Director to approve reduction of square footage up to a certain threshold.

Mr. Gray explained that typical reduction of square footage requests are for entire buildings or portables rather than pieces and parts of buildings. Some seem relatively small, like portables that average 1,600 to 2,000 square feet. But this amount of square footage could be substantial depending on the size of the district. Each reduction of square footage request requires a full analysis of the impact the change will have on the district's capacity.

Tom Rushin commented that he also liked the abbreviations at the beginning of Section B.

Dean Gray continued with a description of the updated Capital Plan Executive Summary (Exhibit II.A.) and the Updated List of Urban vs. Rural Districts (Exhibit II.B.). Frank Davidson noted the reclassification of Colorado City Unified and Littlefield Unified from rural to urban, due to their proximity to St. George, Utah.

VI. Land Request

Consideration and possible vote to accept, reject or modify changes to the Terms and Conditions for Land Purchase, Lease and Donation

Dean Gray gave a brief explanation of changes recommended by staff.

Eric Hafner made a motion for Board approval of the recommended changes to the Terms and Conditions for Land Purchase, Lease and Donation as presented in the Board Packet. Vern Crow seconded. The motion passed with a voice vote of 6-0.

VII. Building Renewal Grant Requests

a. Consideration and possible vote to accept, reject or modify Building Renewal Grant Requests

b. Consideration and possible vote to accept, reject or modify Building Renewal Grant Requests

Dr. Davidson suggested the Board address agenda items VII.a. and VII.b. together. Since Gary Marks is absent, there is no need to separate the request from Humboldt Unified.

Dean Gray reviewed the balance of the Building Renewal Grant fund. If today's recommendations are approved by the Board, the available balance is \$87,334. Staff continues working to close projects and make recognized savings and unspent monies available for new projects. Mr. Gray provided a brief explanation of each request as presented in the Board packet.

Jennifer Stielow asked who would be responsible for covering the additional cost of the four items listed on page 5 of 5 of the Fluid Solutions cost estimate. These items are 'Considerations not included in this proposal'. Mr. Gray explained that the contractor may not arbitrarily increase the cost of the project without prior written approval from the district and the SFB.

Ms. Stielow asked about Casa Grande Union's grant application form and the planned building renewal expenditures in the amount of \$1,109,997 that was reported. Since no list of expenditures was provided, she asked how the Board is to know if monies are being spent on projects of lesser importance than the leaking roof and this Building Renewal Grant request. Mr. Gray responded that the SFB is currently unaware of a list, but we understand this money has been encumbered. If the Board prefers, staff will get the list and bring this request back to the Board at a later date.

Ms. Stielow commented that she wonders how projects are being prioritized. In this case, it appears the district prioritized a significant amount of projects above this leaking roof. Due to the limited amount of Building Renewal Grant funds, it is important to know this information. Mr. Gray suggested the Board table this request for a future Board meeting to allow staff the opportunity to get a list from the district.

Dr. Davidson asked if Mr. Tim Mace, Maintenance Supervisor of Casa Grande Union, could comment on the other projects intended to be funded. Mr. Mace explained that two major projects include the replacement of chillers and the exterior seal/paint of buildings.

Dr. Davidson confirmed with Mr. Gray his preference to table the Casa Grande Union request for a future Board meeting.

Dr. Davidson asked about the Liberty Elementary request and if contingency funding should have been included. Mr. Gray explained that the SFB has worked with Fluid Solutions before on many projects and their estimates have come in very close the final cost. Staff believes the 'not to exceed' amount is enough to cover the cost of the project.

Ms. Stielow asked about the 10% contingency included in Fluid Solutions cost estimate and how we determine the amount of contingency included when the Board awards grant funding. Mr. Gray explained that his contingency estimations are based on his years of experience and that the

amount differs depending on the project. The contingency provided for projects approved by the Board may only be used with SFB staff approval.

Tom Rushin made a motion for Board approval of the following staff recommendations:

1. Board approval that **Clarkdale-Jerome Elementary** be awarded Not to Exceed \$59,450 in Building Renewal Grant funding for the replacement of the roofs. This includes \$5,000 for contingency that will only be used with SFB staff approval.
2. Board approval that **Douglas Unified** be awarded Not To Exceed \$32,061 in Building Renewal Grant funding for the replacement of the existing fire alarm panel and needed devices at Ray Borane Middle School. This includes \$5,000 in contingency that will only be used with SFB staff approval.
3. Board approval that **Humboldt Unified** be awarded \$14,866 in Building Renewal Grant funding for the repair of the chiller piping at Coyote Springs Elementary. This includes \$5,000 in contingency that will only be used with SFB staff approval.
4. Board approval that **Liberty Elementary** be awarded \$188,723 in Building Renewal Grant funding for the replacement of the existing water line loop at Liberty Elementary School. This includes \$163,423 for the water line replacement and \$25,300 for a current site plan if needed.

Jennifer Stielow and Vern Crow seconded. The motion passed with a voice vote of 6-0.

VIII. ARRA Energy Grant Awards

a. Consideration and possible vote to accept, reject or modify Amendment No. 3 to the Terms and Conditions for Energy Efficiency Grants

Dean Gray provided a brief review of the staff recommendation to implement Amendment No. 3 to the Terms and Conditions for Energy Efficiency Grants. Dr. Davidson asked if this amendment would only apply prospectively; Mr. Gray responded that staff's intention is to try to get signatures from all districts with open ARRA projects.

Dr. Bill Johnson made a motion for Board approval of Amendment No. 3 to the Terms and Conditions for Energy Efficiency Grants. Vern Crow seconded. The motion passed with a voice vote of 6-0.

b. Consideration and possible vote to accept, reject or modify final award of Energy Efficiency Grants

Dean Gray provided a brief review of the project as presented in the Board packet.

Vern Crow asked about the commissioning and if the Board's conditional approval is based on the approval of the 3rd party commissioner. Mr. Gray explained that in this case, due to the amount of time left to complete the project, we wanted to bring the project to the Board prior to the 3rd party

commissioning to save time. If the commissioning report shows problems, the project would not be officially funded (loaded into Project Tracker) until all issues are resolved.

Dr. Bill Johnson asked if Apache Junction Unified had a project schedule to achieve completion by the cut-off date. Mr. Gray responded that the district has a schedule.

Eric Hafner made a motion for Board approval of final award of funding for the Apache Junction Unified Energy Efficiency Grant. Tom Rushin seconded. The motion passed with a voice vote of 6-0.

c. Consideration and possible vote to accept, reject or modify cancellation of Energy Efficiency Grants

Dean Gray provided a brief review of the recommendation provided in the Board packet.

Vern Crow made a motion for Board approval of cancellation of the Altar Valley Elementary and Tuba City Unified Energy Efficiency Grants. Eric Hafner seconded. The motion passed with a voice vote of 6-0.

IX. Future Agenda Items

Dean Gray suggested scheduling an additional Board meeting in a week to ten days to address the Casa Grande Union Building Renewal Grant request and the final award of funding for an additional ARRA Energy Efficiency Grant. Kerry Campbell will contact Board Members with a tentative date.

X. Public Comment

No requests for public comment were received.

XI. Adjournment

There being no further business, Dr. Davidson adjourned the meeting at 10:40 A.M.

Approved by the School Facilities Board on November 2, 2011

Frank Darden
Chair