

SCHOOL FACILITIES BOARD

January 11, 2017

10:00 AM

Tolleson Union High School District Office, 9801 W. Van Buren,
Tolleson, AZ 85353

I. Call to Order

The meeting was called to order at 10:10 A.M.

II. Roll Call

Board Members Present:

Sean McCarthy

Vern Crow

Tom Rushin

Traci Sawyer-Sinkbeil

Edward Boot

Jeff Smith

Bryan Peltzer

Board Members Absent:

Ward Simpson

Sandy Williams

Ashley Berg has left the ADE. There will be a new ADE representative on the Board in the future.

III. Minutes

Vern Crow made a motion for approval of the Minutes of January 6, 2017 and November 2, 2016. Jeff Smith seconded. The motion Passed with a voice vote of 7-0.

IV. Consent Agenda

a. Mesa Unified ID3775 Executive Authority

Vern Crow made a motion for Board ratification that Mesa Unified be awarded \$15,135 in Building Renewal Grant funding for the repair of the underground HVAC pipeline that services Auditorium Building 1003 at Westwood High School (project number 070204272-1003-046BRG). This includes \$5,000 in contingency that will only be used with SFB staff approval. Traci Sawyer-Sinkbeil seconded. The motion Passed with a voice vote of 7-0.

b. Solomon Elementary ID3182 006BRG Executive Authority

Tom Rushin made a motion for removing this item from the consent agenda, Board ratification that Solomon Elementary be awarded an additional \$8,699 in Building Renewal Grant funding for temporary roof patching and inspections for bat guano and mold on Buildings 1005 and 1007 at Solomon Elementary School (project number 050305101-9999-006BRG), which would bring the total project cost to date to \$36,249. Jeff Smith seconded. The motion Passed with a voice vote of 6-0.

Abstain: Crow

c. Minutes of January 6, 2016

Vern Crow made a motion for approval of the minutes of January 6, 2016. Jeff Smith seconded. The motion Passed with a voice vote of 7-0.

d. Minutes of November 2, 2016

Vern Crow made a motion for approval of the minutes of November 2, 2016. Jeff Smith seconded. The motion Passed with a voice vote of 7-0.

V. Director's Report

a. Staffing Update

Director Bakalis introduced Katie Robinson. Katie was hired in December to develop social media for SFB as well as give administrative support to Kerry and Amber, who have been promoted to Deputy Director of Operations and Deputy Director of Finance, respectively, and will also allow Director Bakalis more opportunity to get in front of the districts, the Governor's office, etc. Paul stated he is attempting to right-size the agency.

b. February Board Meeting

Director Bakalis stated SFB has been invited to present at AASBO on February 1st and requested the February Board meeting to be rescheduled for February 2nd. David Kennon also did a workshop for districts a couple of weeks ago. Kerry will send a Doodle Poll to determine the best time for the February Board meeting.

c. Study Session - Procurement

Caroline Brackley and Missy Mudry gave a presentation on procurement. Missy began by stating cost will drive the method of

procurement. If a project is between \$10,000 and \$50,000 the district can receive an informal quote, even via email. However, if a project is \$100,000 or more the district will need to provide an IFB (invitation for bid) that an auditor will review, and furthermore that if the project contains 50% labor the district must public notice it. Vern Crow stated the bidding process involves lining up professional services, interviewing vendors, and lastly negotiating a fee after selection. Caroline confirmed that the statute requires districts to choose based on qualification.

Traci Sawyer-Sinkbeil asked how a district can discern whether or not a vendor has unresolved issues with prior districts. Caroline stated SFB liaisons are great resources, however it is difficult to vet a vendor when bids come in close to SFB meetings. She also stated JOC is an alternative method, but requires District governing board permission to use.

Director Bakalis said the application of JOC is probably appropriate in some SFB projects, for example with smaller districts that have less resources. Caroline stated JOC will get great vendors and complete projects quickly, however they tend to lack oversight. Missy added that districts are allowed to use \$1 million per year on JOC.

Director Bakalis asked if there is a difference between district and State procurement methods. Caroline and Missy stated some auditors are stricter per project than others. Sean McCarthy asked how districts can be sure they are getting competitive prices if they are using State vendors. Caroline replied that districts are not allowed to pay more than \$250,000 for an architect or \$500,000 for an engineer. Vern Crow asked if the State has published rates. Caroline answered that the State does not have published rates and also restated that districts are not allowed to negotiate a fee until they have selected their primary choice based on qualifications.

Caroline further stated that only a certain number of people, usually 3, have the authority to declare an emergency. She also informed that bid splitting is used to avoid the procurement process. She explained that specifications cannot be written by the manufacturer or assessor. David Kennon asked if an assessor is eligible to bid on a project if an engineer came back and did specifications. Bryan Peltzer thereafter asked if a vendor can diagnose and bid if their engineer has written the specs. Caroline answered that she cannot universally say "Yes".

Caroline further stated that districts tend to standardize bids on buses because they have to have the same parts. Edward Boot added that he has seen some districts obtain 3 bids from vendors on COOP. Sean McCarthy asked Caroline and Missy where Arizona falls in terms of stringency. Missy replied that Arizona has high stringency. Edward Boot stated the fee schedule was established

years ago. Missy asked if it is still applicable. Edward replied that it is, and also that it takes into account adjustments for traveling to reservation areas, etc.

VI. Reduction of Square Footage - Square Footage Reduction

The Board asked questions and discussed various aspects of the requests.

a. Ray Unified

Board approval of Ray Unified's request to remove Ray Primary School Building 1004 from the inventory.

Vern Crow made a motion for approval. Tom Rushin seconded. The motion Passed with a voice vote of 7-0.

VII. New Construction Requests - Capital Plan Requests

The Board asked questions and discussed various aspects of the requests.

a. Regional Overview

Capital plans considered on this agenda are from school districts in the central part of Maricopa County.

The districts are: Buckeye Elementary, Laveen Elementary, Liberty Elementary, Litchfield Elementary, Littleton Elementary, Nadaburg Unified, Tolleson Union, and Union Elementary.

b. Buckeye Elementary

Board approval of staff recommendation that Buckeye Elementary be conceptually approved for a K-8 school for 800 students (011N) to be approved in FY 24.

Jeff Smith made a motion for approval. Traci Sawyer-Sinkbeil seconded. The motion Passed with a voice vote of 6-0.

Abstain: Rushin

c. Laveen Elementary

Board approval of staff recommendation that Laveen Elementary be conceptually approved for a K-8 school for 1,000 students (009N) to be approved in FY 20 and a K-8 school for 1,000 students (010N) to be approved in FY 22.

Vern Crow made a motion for approval. Jeff Smith seconded. The motion Passed with a voice vote of 6-0.

Abstain: Boot

d. Liberty Elementary

Board approval of staff recommendation that Liberty Elementary be conceptually approved for a K-8 school for 800 students (005N) to be approved in FY 22 and a K-8 school for 800 students to be approved in FY 24.

Bryan Peltzer made a motion for approval. Tom Rushin seconded. The motion Passed with a voice vote of 7-0.

e. Litchfield Elementary

Board approval of staff recommendation that Litchfield Elementary be conceptually approved for a K-5 school for 956 students (012N) to be approved in FY 22.

Bryan Peltzer made a motion for approval. Tom Rushin seconded. The motion Passed with a voice vote of 7-0.

f. Littleton Elementary

Board approval of staff recommendation that Littleton Elementary be conceptually approved for a K-8 school for 950 students (011N) to be approved in FY 25.

Bryan Peltzer made a motion for approval. Tom Rushin seconded. The motion Passed with a voice vote of 7-0.

g. Nadaburg Unified

1. Board approval of staff recommendation that Nadaburg Unified be conceptually approved for a K-8 school for 800 students (008N) to be approved in FY 25.

2. Board approval of staff recommendation that Nadaburg Unified be conceptually approved for a geographic exception 9-12 school for 1,000 students (007N) to be approved in FY 21.

Sean McCarthy requested an explanation of the Geographic Exception rule.

Vern Crow made a motion for approval. Jeff Smith seconded. The motion Passed with a voice vote of 6-0.

Abstain: Boot

h. Tolleson Union

Board approval of staff recommendation that Tolleson Union be conceptually approved for a 9-12 school for 2,200 students (006N) to be approved in FY 19.

Bryan Peltzer made a motion for approval. Tom Rushin seconded. The motion Passed with a voice vote of 7-0.

i. Union Elementary

Board approval of staff recommendation that Union Elementary be conceptually approved for a K-8 school for 800 students (007N) to be approved in FY 25.

Bryan Peltzer made a motion for approval. Tom Rushin seconded. The motion Passed with a voice vote of 7-0.

VIII. Building Renewal Grant Requests

Beginning Balance \$25,525,428
January 11, 2017 awards (\$1,863,078)
Ending Balance \$23,662,350

111 projects in design.
458 projects in construction.
Project closeouts \$43,368.

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

The Board asked questions and discussed various aspects of the requests.

• Colorado River Union 031BRG

Board approval of the staff recommendation that Colorado River Union be awarded an additional \$742,385 Building Renewal Grant funding to replace the 400-ton chiller, cooling tower, pumps, controls, plumbing and required accessories per the bid design documentation at Mohave High School (project number 080502001-9999-031BRG).

Bryan Peltzer made a motion for approval. Traci Sawyer-Sinkbeil seconded. The motion Passed with a voice vote of 6-0.

Abstain: Boot

• Higley Unified 007BRG

Board approval of the staff recommendation that Higley Unified be awarded an additional \$31,000 in Building Renewal Grant funding for roofing design, structural review and procurement

assistance to replace the roofs on Buildings 1001 through 1004 at Gateway Pointe Elementary School (project number 070260105-9999-007BRG). This includes \$2,000 in contingency that will only be used with SFB staff approval and brings the total project cost to \$38,000.

Bryan Peltzer made a motion for approval. Traci Sawyer-Sinkbeil seconded. The motion Passed with a voice vote of 6-0.

Abstain: Boot

- Higley Unified 008BRG

Board approval of the staff recommendation that Higley USD be awarded \$ 23,750 in additional Building Renewal Grant funding for roofing design, structural review and procurement assistance for Building 1001 through 1008 at Higley High School (SFB project 070260201-9999-008-BRG). This includes \$2,000 in contingency funds that will only be used with SFB staff approval. This brings the entire project to \$ 28,750.

Bryan Peltzer made a motion for approval. Traci Sawyer-Sinkbeil seconded. The motion Passed with a voice vote of 6-0.

Abstain: Boot

- Lake Havasu Unified 047BRG

Board approval of the staff recommendation that Lake Havasu Unified be awarded an additional \$742,519 in Building Renewal Grant funding for the replacement of two 300-ton chillers, including all high/low voltage electrical controls, pumps and applicable piping/valves for a full operable installation per engineering drawings and specifications in Building 1004 at Lake Havasu High School (080201207-1004-047BRG). This includes \$60,000 in contingency that may only be used with SFB staff approval.

Vern Crow said he is amazed at the amount of money the Board has spent on temporary chillers. Director Bakalis stated the amount is about \$450,000 and that SFB is not resourced to do analysis to project failure but that he is currently putting in place systems to correct that.

Bryan Peltzer made a motion for approval. Jeff Smith seconded. The motion Passed with a voice vote of 7-0.

- Red Mesa Unified 006BRG

Board approval of the staff recommendation that Red Mesa

Unified be awarded an additional \$6,426 in Building Renewal Grant funding for repairs to Boiler No. 1 at Red Valley/Cove High School. This award is contingent upon the district's completion of the required SFB Annual Reporting and update of the SFB Building Inventory prior to reimbursement. Bryan Peltzer made a motion for approval. Traci Sawyer-Sinkbeil seconded. The motion Passed with a voice vote of 6-0.

Abstain: Boot

- Santa Cruz Valley Union 007BRG

Director Bakalis pulled this BRG from the agenda.

- Tucson Unified 027BRG

Board tabled the staff recommendation that Tucson Unified be awarded an additional \$13,200 in Building Renewal Grant funding for the mechanical engineering and design to convert the kitchen make-up air system to a DX HVAC system serving the kitchen area in Building 1005 at Mansfield Middle School (project number 100201520-1004-027BRG).

Bryan Peltzer asked if SFB considered refurbishing the current HVAC system. David Kennon stated an assessor did a load calculation and determined the current system is not able to cool the serving and kitchen area. He explained the kitchen space is being used differently now than in the past, that the current system has make-up air for the hood but that hood is no longer being used. Director Bakalis affirmed the current system does not meet statutory guidelines as well as OSHA requirements, as one worker passed out. Sean McCarthy stated it is clear the existing system has failed according to the engineer, however, we do not know how it would do with a new and improved HVAC. Debra Sterling added that historically SFB has paid for repairs or replacements and if districts want to upgrade to a better system they have been allowed to supplement funding. Bryan Peltzer asked SFB to reassess and do another load calculation to ensure an entirely new system is needed as opposed to repairing the current model.

Edward Boot made a motion for tabling the matter, extending the analysis on the project and bringing it back next month. Tom Rushin seconded. The motion Passed with a voice vote of 7-0.

- Tucson Unified 030BRG

Board tabled the staff recommendation that Tucson Unified be awarded an additional \$11,500 in Building Renewal Grant

funding for the mechanical engineering and design to convert the kitchen makeup air system to a DX HVAC system serving the kitchen area in Building 1005 at Cragin Elementary School (project number 100201179-1005-030BRG).

Traci Sawyer-Sinkbeil asked why there is a \$1,000 contingency on assessment. Director Bakalis replied the grant was awarded that way in May. David Kennon explained that assessments are exploratory and may reveal unknown factors.

Edward Boot made a motion for tabling the matter, extending the analysis on the project and bringing it back next month. Tom Rushin seconded. The motion Passed with a voice vote of 7-0.

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

The Board asked questions and discussed various aspects of the requests. Director Bakalis introduced the Superintendent and Business Manager of the School District.

- Red Mesa Unified ID3784

Board approval of the staff recommendation that Red Mesa Unified be awarded \$18,365 in Building Renewal Grant funding to repair/replace exterior/interior doors and door hardware on Buildings 1007 and 1008 at Red Mesa Elementary School. This award is contingent up the district's completion of the SFB Annual Reporting requirements and updating the SFB Building Inventory prior to reimbursement. This includes \$1,000 in contingency that will only be used with SFB staff approval.

Vern Crow stated it is not fair to ask current staff members about problems because they have not been there long enough, be he is frustrated because this issue seems to be the result of lack of maintenance.

Tom Rushin made a motion for approval. Vern Crow seconded. The motion Passed with a voice vote of 6-0.
Abstain: Boot

- Red Mesa Unified ID3785

Board approval of the staff recommendation that Red Mesa Unified be awarded \$43,165 in Building Renewal Grant funding to repair/replace exterior/interior doors and door hardware on Buildings 1001 through 1009 at Red Mesa High School. This award is contingent upon the district's completion of the SFB

Annual Reporting requirements and updating of the SFB Building Inventory prior to reimbursement. This includes \$2,000 in contingency that will only be used with SFB staff approval.

Tom Rushin made a motion for approval. Vern Crow seconded. The motion Passed with a voice vote of 6-0.

Abstain: Boot

- Red Mesa Unified ID3786

Board approval of the staff recommendation that Red Mesa Unified be awarded \$23,498 in Building Renewal Grant funding to repair/replace exterior/interior door hardware on Buildings 1001 and 1003 at Red Mesa Junior High School. This award is contingent upon the district's completion of the SFB Annual Reporting requirements and updating the SFB Building Inventory prior to reimbursement. This includes \$1,000 in contingency that will only be used with SFB staff approval.

Tom Rushin made a motion for approval. Vern Crow seconded. The motion Passed with a voice vote of 6-0.

Abstain: Boot

- Red Mesa Unified ID3788

That Red Mesa Unified be awarded \$7,778 in Building Renewal Grant funding to repair/replace exterior/interior doors and door hardware on Buildings 1002, 1012, 1013 at Round Rock Elementary School. This award is contingent upon the district's completion of the SFB Annual Reporting requirements and updating the SFB Building Inventory prior to reimbursement. This includes \$500 in contingency that will only be used with SFB staff approval.

Tom Rushin made a motion for approval. Vern Crow seconded. The motion Passed with a voice vote of 6-0.

Abstain: Boot

- Red Mesa Unified ID3789

Board approval of the staff recommendation that Red Mesa Unified be awarded \$50,392 in Building Renewal Grant funding to repair/replace HVAC units on Buildings 1002 and 1012 at Round Rock Elementary School. This award is contingent upon the district's completion of the SFB Annual Reporting requirements and updating the SFB Building Inventory prior to reimbursement. This includes \$2,000 in contingency that will only be used with SFB staff approval.

Tom Rushin made a motion for approval. Vern Crow seconded.

The motion Passed with a voice vote of 6-0.

Abstain: Boot

c. Consideration and possible vote to accept, reject or modify Building Renewal Grant Requests - Design Award

The Board asked questions and discussed various aspects of the requests.

- Blue Ridge Unified ID3679

Board approval of the staff recommendation that Blue Ridge Unified be awarded \$9,420 in Building Renewal Grant funding for professional services to perform an assessment of the roofs and wall systems on Buildings 1001 and 1004 at Blue Ridge Intermediate School.

Jeff Smith made a motion for approval. Tom Rushin seconded. The motion Passed with a voice vote of 7-0.

- Higley Unified ID3586

Board approval of the staff recommendation that Higley Unified be awarded \$7,000 in Building Renewal Grant funding for professional services to perform an assessment of the roof and wall systems on Buildings 1006 through 1013 at Higley Elementary School.

Sean McCarthy stated this school was built not long ago and requested an assessment to determine why it failed.

Vern Crow made a motion for approval. Traci Sawyer-Sinkbeil seconded. The motion Passed with a voice vote of 6-0.

Abstain: Boot

- Lake Havasu Unified ID3657

Board approval of the staff recommendation that Lake Havasu Unified be awarded \$4,300 in Building Renewal Grant funding for professional services to survey and investigate the exterior wall system, including Rilem tube testing and a recommended specification for remediation needed at Lake Havasu High School.

Jeff Smith made a motion for approval. Tom Rushin seconded. The motion Passed with a voice vote of 7-0.

- Mesa Unified ID3527

Board approval of the staff recommendation that Mesa Unified be awarded \$37,250 in Building Renewal Grant funding for

professional services to develop construction bid documents for roof replacement at Rhodes Junior High School. This includes \$5,000 for asbestos assessment of the roofing prior to demolition.

Jeff Smith made a motion for approval. Tom Rushin seconded. The motion Passed with a voice vote of 7-0.

- Payson Unified ID3641

Board approval of the staff recommendation that Payson Unified be awarded \$4,480 in Building Renewal Grant funding for professional services to assess cause of water intrusion on Building 1003 at Payson High School.

Jeff Smith made a motion for approval. Tom Rushin seconded. The motion Passed with a voice vote of 7-0.

- Prescott Unified ID3678

Board approval of the staff recommendation that Prescott Unified be awarded \$5,500 in Building Renewal Grant funding for professional services to confirm the forensic/field condition findings and provide the necessary structural/architectural bid documentation to repair the concrete floor in the weight room Building 1005 at Prescott High School.

Gerry Breuer stated SFB is getting another claim because he is not comfortable with findings from the insurance company's engineer, who was hired by the district. Bryan suggested adding funds to get a geo-technical assessment, stating it would cost between \$5,000 - \$6,000, and no more than \$10,000.

Bryan Peltzer made a motion for approval for \$11,500 to include a geo report plus \$2,000 contingency. Traci Sawyer-Sinkbeil seconded. The motion Passed with a voice vote of 7-0.

- Tolleson Union ID3199

Board approval of the staff recommendation that Tolleson Union be awarded \$4,750 in Building Renewal Grant funding for professional services to perform an assessment of the roofs and wall systems on Buildings 1001 through 1011 at Copper Canyon High School.

Sean McCarthy stated this school was also built not long ago and requested an assessment to determine why it failed.

Jeff Smith made a motion for approval. Traci Sawyer-Sinkbeil

seconded. The motion Passed with a voice vote of 6-0.
Abstain: Crow

IX. Board Member Summary of Current Events

No requests were received.

X. Future Agenda Items

Sean McCarthy requested a monthly burn rate of BRG funds. Director Bakalis stated DEQ is conducting statewide testing of lead in water. \$850,000 is available for testing and we are participating Inter-Agency. Director Bakalis stated he will have a full report next month.

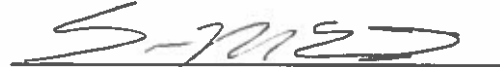
XI. Public Comment

No requests for public comment were made.

XII. Adjournment

The Meeting was adjourned at 12:52 P.M.

Approved by the School Facilities Board on



Chair