



## **West Linn – Wilsonville Schools**

**Long Range Planning & Bond Oversight Committee Meeting  
District Administration Building  
Wednesday, January 24, 2024 6:00 PM**

### **Bond Oversight Committee Meeting**

1. Call to Order: 6:05 p.m.
2. Roll Call

<b>Alina Eglund</b> <b>Kim Jordan</b> <b>Mary Pettenger</b> <b>Ramiro Diaz</b> <b>David Ruelas</b> Amy Paterson Sandie Marina Cresswell	<b>Dan Schumaker, Board Liaison</b> <b>Pat McGough, Chief Operations Officer</b> <b>Remo Douglas, Bond Program Manager</b> <b>Amy Berger, Bond Coordinator</b> <b>Ellen Leventhal, Bond Accountant</b> <b>Dr. Kathy Ludwig, Superintendent</b> <b>Rebecca Stuecker, Planning Consultant</b> <b>Andrew Kilstrom, Communications Director</b> <b>Dr. Jennifer Spencer-Iams, Assistant Superintendent of High Schools</b>
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3. The 4th Quarter 2023 Report Financials
  - a. The overall program summary shows approximately \$10 million spent this quarter, as opposed to more than \$23 million spent the previous quarter. This raises the total spending to \$193 million paid as of January 10, 2024, over 81% of current funding. Additionally, \$220.1 million has been committed in contracts, nearly 93% of the current funding.
  - b. The 2019 Bond spending is tapering as work on the Athey Creek Middle School (ACMS) project is nearing completion, the Wilsonville High School (WHS) Auditorium is substantially complete, and the Riverside High School (RHS) project is complete.
4. Program Updates
  - a. New projects for Summer 2024 have launched and are in the process of bidding. The final security project under this bond for West Linn High School (WLHS) was bid as of today and the contract moves to the School Board (the Board) approval February 5<sup>th</sup>.
  - b. The new ACMS project is nearing completion, with next steps in place for completion of the roundabout at Fields Bridge Park and Willamette Falls Drive. Work is estimated to continue through February.
  - c. Work on the new Wilsonville Primary School is well underway; the building's concrete floor slab is installed, a substantial portion of the building is fully framed and installation of brick, windows, mechanical and electrical has begun.

- d. The bond program markets project opportunities to minority, women and disabled-veteran-owned businesses (MWESB) and tracks their percentage of major contracts. In the case of the new primary school, \$2.1 million or 7.8% of the contract is represented by these contracts. The recently updated District Policy DJC contemplates community benefit agreements for future large projects, including wages, health insurance, apprenticeships and good faith recruitment of minority, women and service-disabled veteran workers.
- e. A member asked if pricing is going down. By way of example, the WLHS security hardware bid last summer was not accepted as it was nearly \$300,000 more than the bid this year. A major factor in that result is having sufficient time between the bids and completion date for the work. The industry is signaling that work is becoming more scarce. We are seeing more contractor interest in bids, and even proactive outreach from various contractors looking for work.
- f. A member asked about ongoing financial management and are there contingencies built into the projects. There is a one-year warranty on everything included in a project. After that, many of the larger items like HVAC systems, there are multi-year warranties.
- g. The Superintendent asked about the technology portion of the program and change over in staff. Curt Nelson, the previous Director of IT retired at the end of December and the Assistant Director of IT, Khanh Duong, was hired to fill the vacancy. Bond and Operations staff are meeting regularly with him. The majority of the technology portion of the bond has been spent but it is important that the remaining funds are planned for over the next two years and a plan is in place for a future bond. He is very knowledgeable about current projects and is getting up to speed quickly.

Adjourn BOC Meeting: 6:20 pm

### **Long Range Planning Committee Meeting**

1. The Board enthusiastically commissioned the committee to update the Long Range Facilities Plan (the Plan) and bring forward experts. Work officially started with the Board approval and engagement has begun with Keith Liden, a planning professional, Flo Analytics, a demographics consultant and Rebecca Stuecker, an architect with Arcadis who specializes in updating Long Range Facilities Planning. A meeting is being scheduled with regional planners, including Metro, the City of West Linn, and the City of Wilsonville. Updating the Plan is the main event for the committee; to offer the Board the best advice and guidance for making their recommendations regarding the next bond.
2. The LRPC schedule for the next two years: The schedule outlines each quarter, plus a look-ahead schedule, revolving around Focus Groups and Task Forces.
  - a. Review Programs, Visions and Themes (Part A of Long Range Plan). The review finished in December, resulting in additional Programs.
  - b. Completed first meetings with Principals ahead of schedule and developed a list of task forces.
  - c. Update Development and Enrollment Forecasts, December-March, 2024. Keith Liden, Flo Analytics and other planners will assist the work to update financial forecasts and determine bonding capacity. Current

- indicators show a capacity for a bond in the fall of 2025.
- d. Prepare for Task Forces January-February, 2024. Focus groups and experts will be brought in to provide guidance and anchor documents for Task Force meetings.
  - e. Task Force meetings February-April, 2024
  - f. Refine project list April-June, 2024
3. Guest Speaker Rebecca Stuecker: As an employee of Arcadis Architects, she has worked with the School District for the last 15 years, lending her expertise in school design, bond planning, long range plan updates and assisted with the previous plan update. She is concurrently consulting with two other local school districts in this same work.
- a. A Task Force is a meeting of professionals and experts gathered to consider a list of potential bond project categories in a chosen theme, i.e. Safe & Welcoming Schools.
  - b. The Task Force is comprised of ten or fewer participants who are interested and knowledgeable in the subject matter and facilitated by Rebecca Stuecker with support from the Bond Office. Each task force will include a Committee liaison, community member and District staff and administrators who can provide insight and expertise.
  - c. The Task Force needs data, or anchor documents, for making recommendations. In the case of the Safe and Welcoming Schools Task Force, input may come from the District Safety Committee, True North documents, and focus groups, a meeting of stakeholders gathered to provide feedback. This data collection is currently being done in preparation for Task Force meetings.
  - d. Once the Task Force meets and has anchor documents and a vision, a set of prioritized recommendations will go to a broader audience in the District to weigh and consider for a future bond.
  - e. The original Plan was written in three sections. When evaluating Part A, Framework of Excellence, it became evident to District Leadership this needed to be updated. Upon review, a list of seven task forces became apparent:
    - i. Safe & Welcoming schools
    - ii. Inclusive Facilities
    - iii. Steam, CTE & Career Pathways
    - iv. Athletics & Recreation
    - v. Sustainable & Resilient
    - vi. Facilities Equity & Stewardship
    - vii. Learning with Technology
  - f. A member asked about where to access anchor documents. These will be made available at least a week before the task force meeting. The True North document is confidential but a summary will be available.
  - g. Members expressed interest in serving on several task forces.
  - h. A member asked about how children learn best within spaces and is that contemplated in this work. This is contemplated as part of the Educational Specifications, a document developed to address this question. It will be one of the anchor documents for the Facilities Equity & Stewardship Task Force. This is a significant part of design, and is also included in Chapter

- A of the Long Range Facilities Plan. The committee will get the first review of the updated plan, and have opportunity for feedback.
- i. A member asked about the Family Empowerment Center (FEC). The program, along with community partners, works to empower families to advocate for their student's education. They ask families what their needs are such as classes and bilingual support to break the barriers for families and parents to engage with school and become advocates.
  - j. A member asked if parking lots are included. It is included in the Facilities Equity & Stewardship task force.
4. Conclusion: The goal is to end up with a set of recommendations in the form of a draft Long Range Plan (LRP), along with the draft Capital Improvement Program (CIP) for the Board to review and adopt, culminating in a request for a new bond.
5. Additional thoughts:
- a. A member explained that the process is lengthy and not all projects will be included. However, those projects are still important because even if they don't make the first cut they can rise to the top of the list in the next bond. The WHS auditorium is an example of a project that wasn't included in the previous bond but was brought forward in the 2019 Bond.
  - b. A member asked about the meaning of 'experts'. An expert could be a District staff member, an LRPC liaison, a community representative or a teacher who has expertise in the area.
  - c. Focus groups meeting ahead of time engage stakeholders for a listening session to create an anchor document for a task force. A representative from the focus group will likely also be a member of the associated task force. The recommendations from the task force, in turn, are given to the District and LRPC.
  - d. The next meeting will include planning and demographic experts to review development and enrollment forecasts for Part B of the plan, School Facilities. The July meeting will be an initial review of the component list. October's meeting will be a review of a draft LRP, prior to presentation to the Board in November.

Adjourn BOC Meeting: 7:25 pm

Next meeting: April 17, 2024



## West Linn – Wilsonville Schools

Long Range Planning-Bond Oversight Committee Meeting  
District Administration Boardroom  
Wednesday, January 24, 2024 6:00 PM

### Agenda

#### **Bond Oversight Committee Meeting**

1. **6:00 p.m.** Call to Order
2. **6:00 p.m.** Roll Call  
Kim Jordan                      Dan Schumaker, Board Liaison  
Marina Cresswell              Kathy Ludwig, Superintendent  
Alina Eglund                      Pat McGough, Chief Operating Officer  
Ramiro Diaz                      Remo Douglas, Bond Program Manager  
Amy Paterson Sandie          Amy Berger, Bond Coordinator  
David Ruelas                      Ellen Leventhal, Bond Accountant  
Mary Pettenger
3. **6:05 p.m.** Quarter 4 2023 Report Long Range Facilities Plan
4. **6:25 p.m.** Adjourn BOC Meeting

#### **Long Range Planning Committee Meeting**

1. **6:30 p.m.** Call to Order
2. **6:30 p.m.** Long Range Facilities Plan Update: Task Forces
3. **7:00 p.m.** Adjourn LRPC Meeting

January 2024



# WEST LINN - WILSONVILLE SCHOOL DISTRICT

2019 Capital Bond Program  
Quarterly Report

Q4 2023

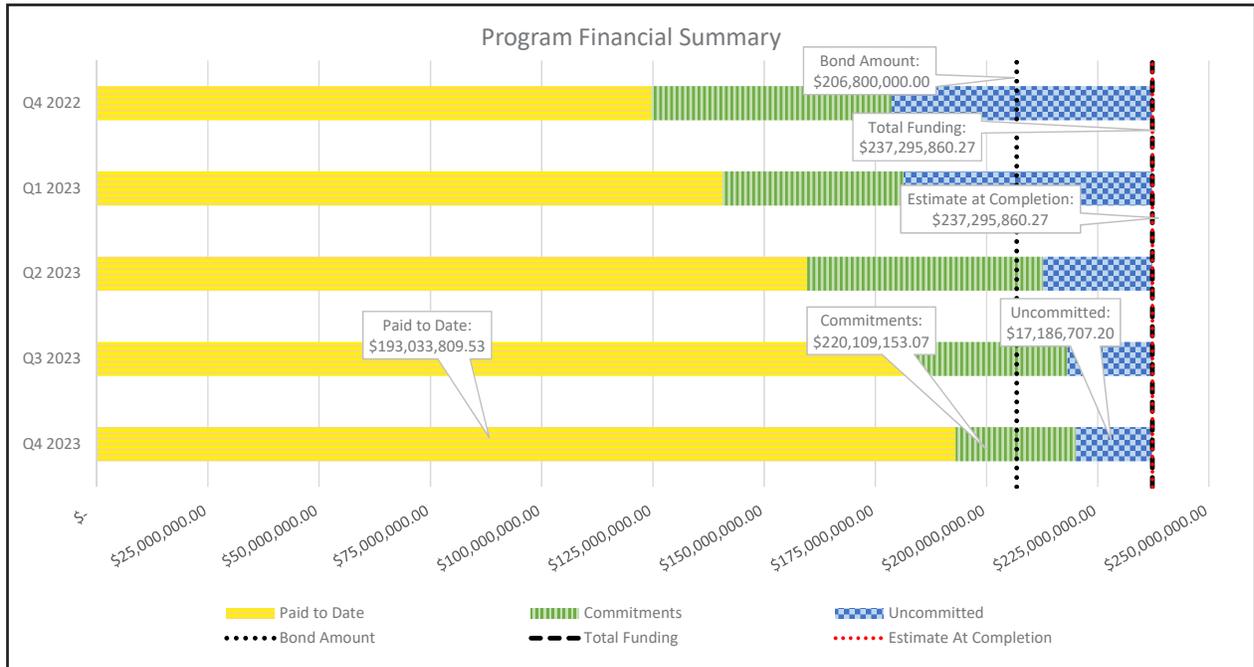
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# PROGRAM SUMMARY

Q4 2023



Bond Component	Original Budget	Approved Budget Changes	Current Budget	Current Commitments	Actuals Approved	Estimate At Completion	Forecasted Over/(Under)
Addition & Renovation @ WHS	28,470,000.00	10,173,063.38	38,643,063.38	38,321,768.33	37,854,343.29	38,643,063.38	0.00
New Middle School @ DLR	78,000,000.00	2,000,000.00	80,000,000.00	78,039,200.49	75,271,851.37	80,000,000.00	0.00
Third Option High School	11,673,000.00	4,005,022.25	15,678,022.25	15,510,527.76	15,369,391.07	15,678,022.25	0.00
Stadium & Parking @ WLHS	8,625,000.00	(657,411.53)	7,967,588.47	7,967,588.47	7,967,588.47	7,967,588.47	0.00
New Primary School @ FP	39,000,000.00	5,999,537.22	44,999,537.22	39,233,807.44	19,821,790.33	44,999,537.22	0.00
Learning with Technology	15,000,000.00	(750,000.00)	14,250,000.00	12,219,306.85	10,557,810.04	14,250,000.00	0.00
Facility Improvements	26,032,000.00	833,652.98	26,865,652.98	21,047,406.26	20,842,814.23	26,865,652.98	0.00
Subtotals	206,800,000.00	21,603,864.30	228,403,864.30	212,339,605.60	187,685,588.80	228,403,864.30	0.00
Program	20,139,622.10	(11,247,626.13)	8,891,995.97	7,769,547.47	5,348,220.73	8,891,995.97	0.00
Grand Totals	226,939,622.10	10,356,238.17	237,295,860.27	220,109,153.07	193,033,809.53	237,295,860.27	0.00

Community members interested in keeping up with the bond program can sign up for email updates through the District's ListServ system at: <https://listserv.wlww.k12.or.us/self-service/>

- Nearly 93% of current funding, or \$220.1 million, has been committed
- Nearly \$10 million was spent this quarter for a total of \$193 million, over 81% of current funding
- The forecasted over/under for the program is balanced
- New projects for summer 2024 have launched and are in the process of bidding
- Financial data current as of January 10, 2024

# PROGRAM MARKETING & PARTICIPATION

Q4 2023

## Program Marketing:

The Bond Management Team built a program marketing plan to improve outreach to contractors, including minority and women-owned firms. The goal is to develop an extensive network of industry contacts that are kept informed of current and upcoming opportunities. A variety of platforms, both formal and informal, are being used to reach out and encourage all contractors that they are welcome, will be treated fairly, and can receive training on district-specific forms and processes.

The projects below represent over \$8.2 million dollars or just over of 8% of minority-owned, disabled, veteran-owned women-owned or emerging small business contracts between five projects.

### Inza Wood Middle School Project

- General Contractor: Inline Construction
- \$903,915 - 18.5% of the contract

### New Athey Creek at Dollar Street Project

- General Contractor: Emerick Construction
- \$3.8 Million - 6.2% of the contract

### West Linn High School Stadium & Parking Project

- General Contractor: Par-Tech Construction
- \$1.3 Million - 24.6% of the contract

### Riverside High School Project

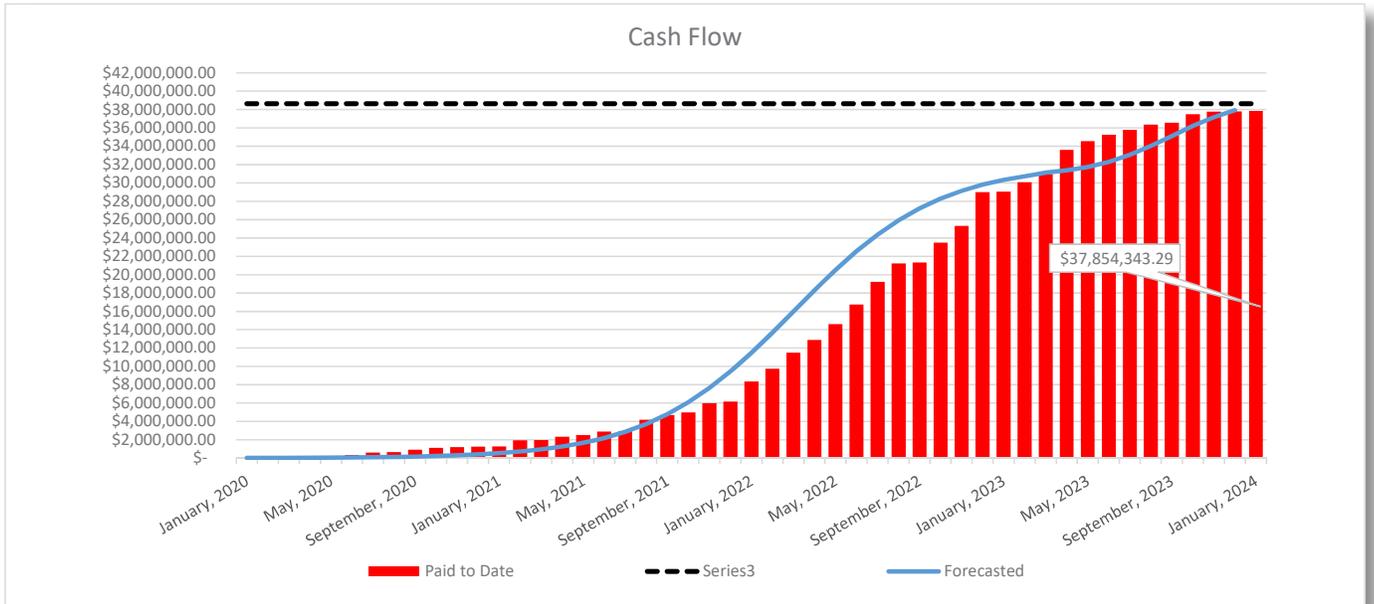
- General Contractor: Ross Builders
- \$133,323 - 2.1% of the contract

### New Primary School at Frog Pond

- General Contractor: Emerick Construction
- \$2.1 Million - 7.8% of the contract

# ADDITION & RENOVATION @ WHS

## Q4 2023



New 600 seat auditorium with supporting spaces to better accommodate growing school programs and support community performing arts. Also includes additional parking, site circulation improvements, synthetic turf softball field with sports field lights, and energy efficient lighting upgrades. Renovation of existing auditorium and black box theater spaces and conversion to classroom spaces including Career and Technical Education. Also includes safety & security upgrades, energy efficient lighting upgrades and mechanical equipment replacement.

All spaces are open and in use.

### Recent Activities:

- Project is substantially complete
- Contractor punch work items being addressed
- Exterior building signage at north entry is complete

### Upcoming Activities:

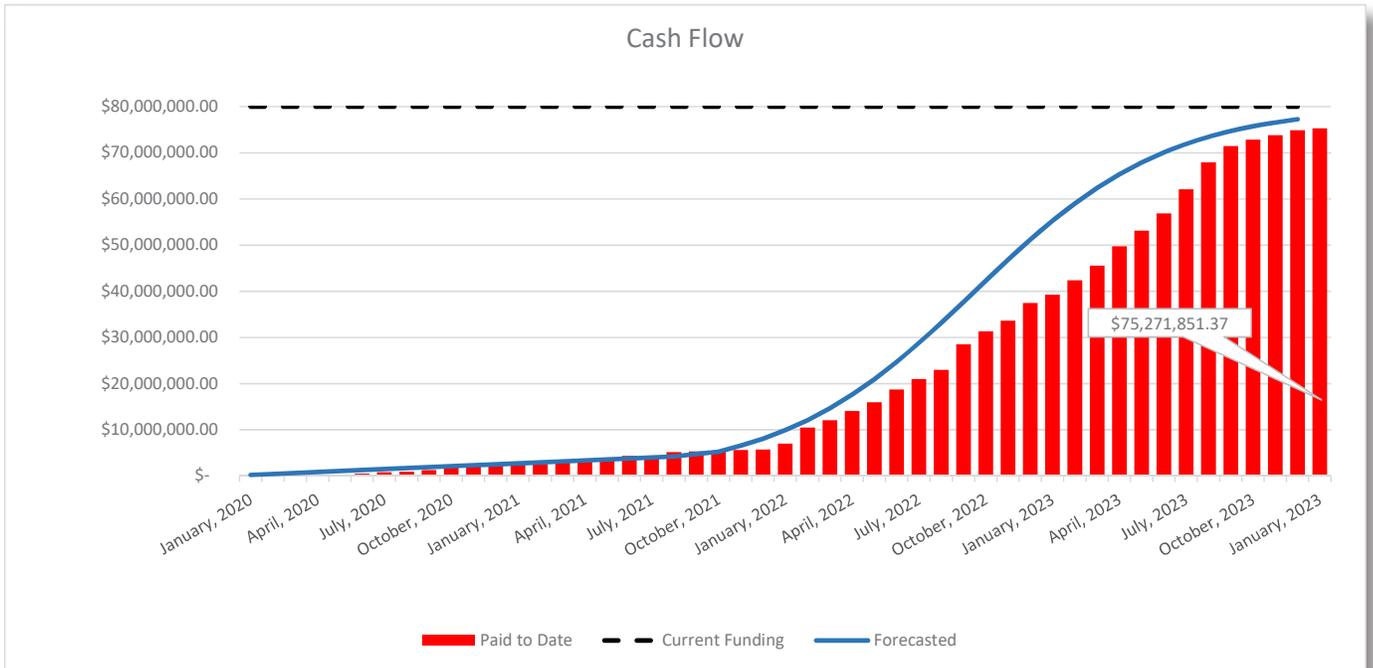
- Project closeout
- Installation of exterior building signage on south entry
- Additional mechanical screen wall work

ADDITION & RENOVATION @ WHS  
Q4 2023



# ATHEY CREEK MIDDLE SCHOOL @ DLR

## Q4 2023



New 850 student middle school at the District’s Dollar Street property to make Athey Creek Middle School a neighborhood school, and to provide a central location for Riverside High School.

Building and site are in use. Street work is underway.

### Recent Activities:

- The temporary walls at the last classroom porch have been removed
- Staff trainings on building equipment and systems have been completed
- Both gyms are fully functioning and being used by the school as well as the community
- Stage lighting and AV system components have been installed. Final programming on both components are in the works
- Occupancy for the building has been received. Final occupancy for the entire project will be received upon completion of the public improvement work on Willamette Falls Drive
- The turf has been completed and the track is temporarily striped. Due to colder temps the track and long jump will be completed in the spring. Both the track and field are in use by the school and community
- Landscaping and irrigation are complete
- Work has begun on the roundabout at Fields Bridge and Willamette Falls Drive. The work is estimated to continue through February. The temporary access road continues to serve as access from Willamette Falls Drive to the school

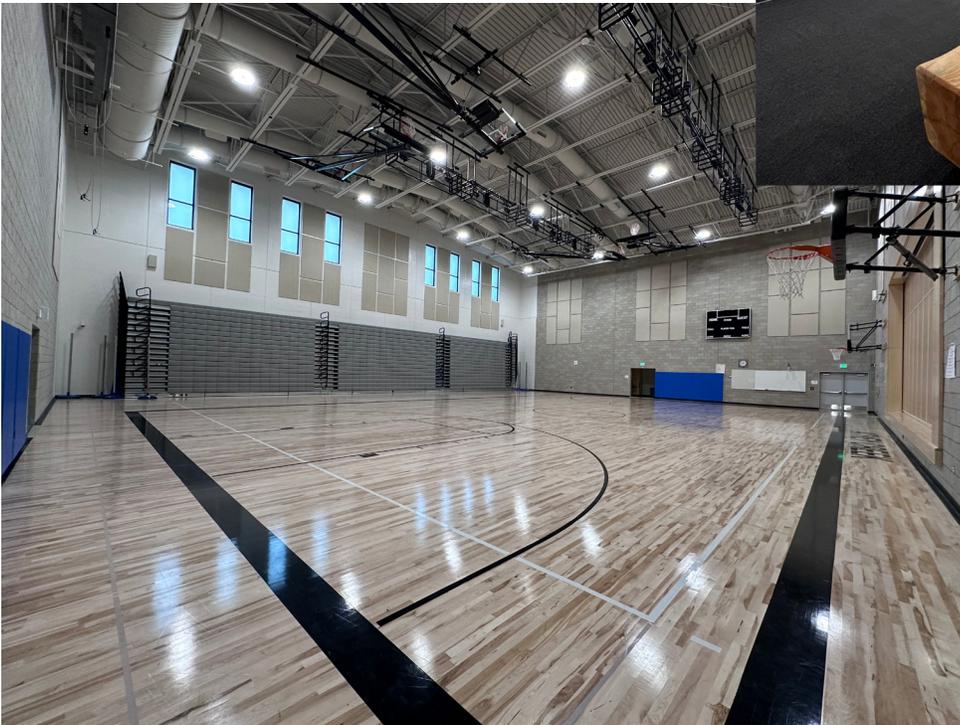
### Upcoming Activities:

- Punchlist items are continuing to be addressed
- Additional furniture orders are awaiting final delivery

ATHEY CREEK MIDDLE SCHOOL @ DLR  
Q4 2023

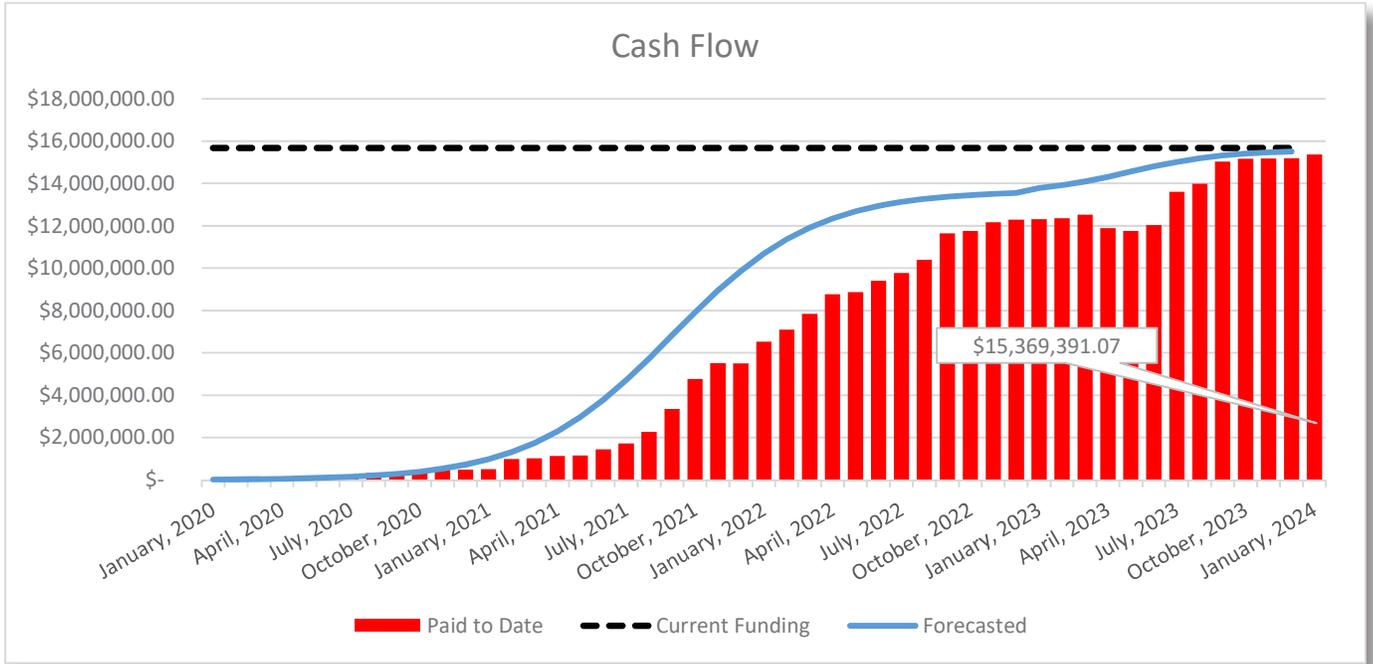


ATHEY CREEK MIDDLE SCHOOL @ DLR  
Q4 2023



# RIVERSIDE HIGH SCHOOL

Q4 2023



Office addition to accommodate Riverside High School and create a secure entry. Renovation of existing office space and conversion to classroom spaces, including Career and Technical Education. Also includes mechanical, electrical and plumbing upgrades, roofing replacement, and kitchen equipment upgrades.

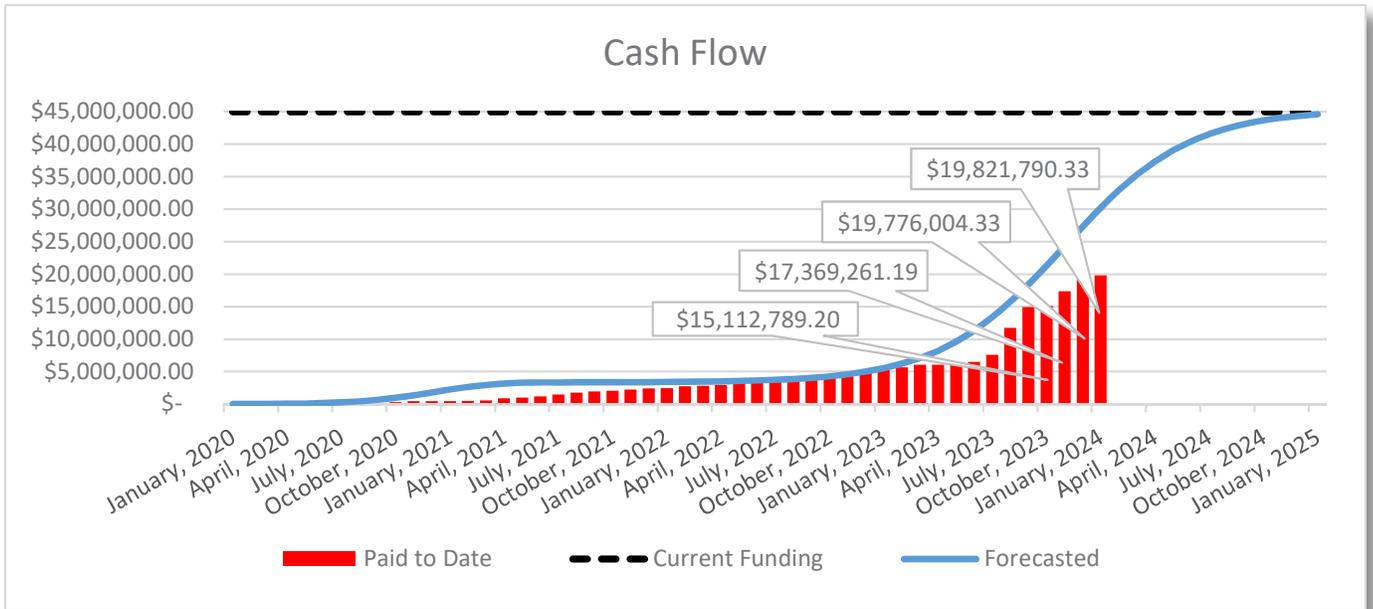
All spaces are open and in use.

**Recent Activities:**

- Project is complete

# NEW PRIMARY SCHOOL @ FP

## Q4 2023



New 350 student starter primary school on the Frog Pond site to accommodate enrollment growth. New storage building to replace the storage being demolished at the new primary school site.

Construction of the District storage is complete.

Design of the primary school began in 2021.

Construction of the new primary school is expected summer 2023 through early 2025.

### Recent Activities:

- Framing continues with a substantial portion of the building largely complete. The entry vestibule, library, offices and many classrooms are fully framed
- Underground utility installation is underway with utility connections along Sherman Drive complete
- Installation of exterior finishes such as brick, waterproofing and windows has begun
- The entirety of the building's concrete floor slab is complete
- Plumbing, HVAC and electrical rough-ins have started in the classrooms and offices
- Installation of roofing is underway

### Upcoming Activities:

- Storm and sewer piping installation along the Brisband Street connection is expected to begin late January
- Remaining framing for gym, kitchen, music room and multi-purpose room
- Installation of plumbing, HVAC and electrical to follow remaining framing work
- Coordination between the City of Wilsonville and the District continues for the construction of the school and the City's work on the Boeckman Road Corridor Improvements project

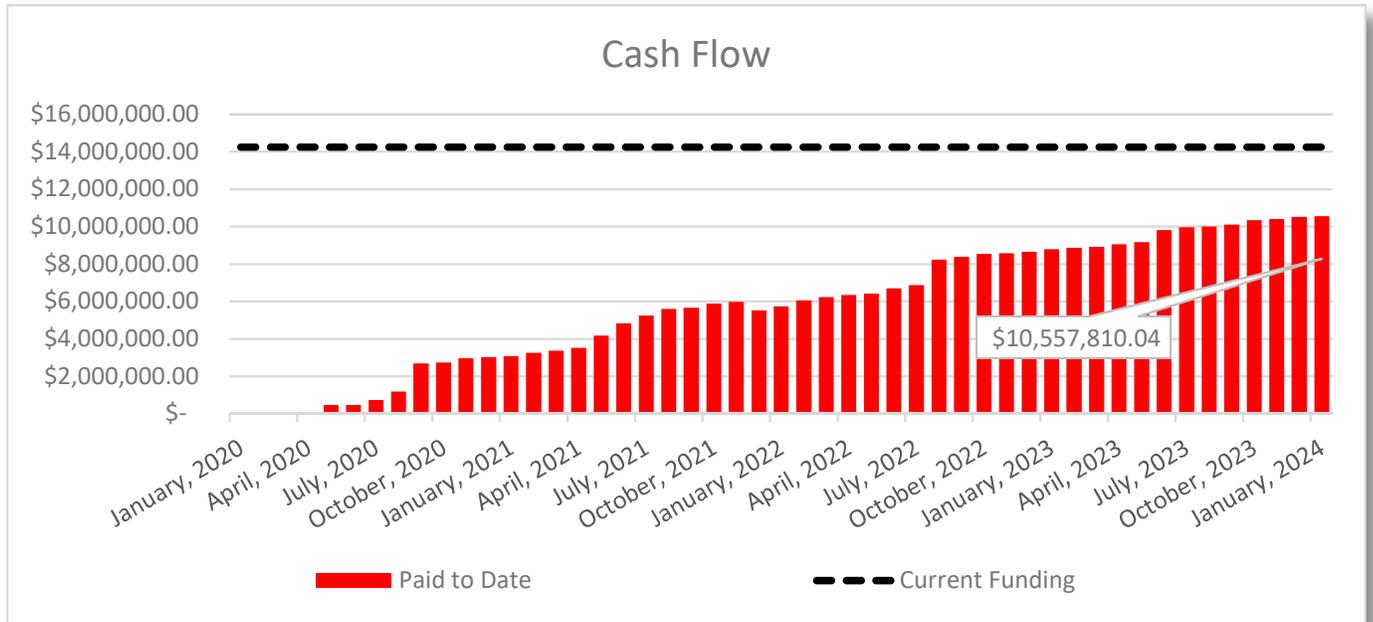
NEW PRIMARY SCHOOL @ FP  
Q4 2023



NEW PRIMARY SCHOOL @ FP

Q4 2023





This project will roll out in phases across the District and include a wide array of infrastructure and devices that support student learning.

**Recent Activities:**

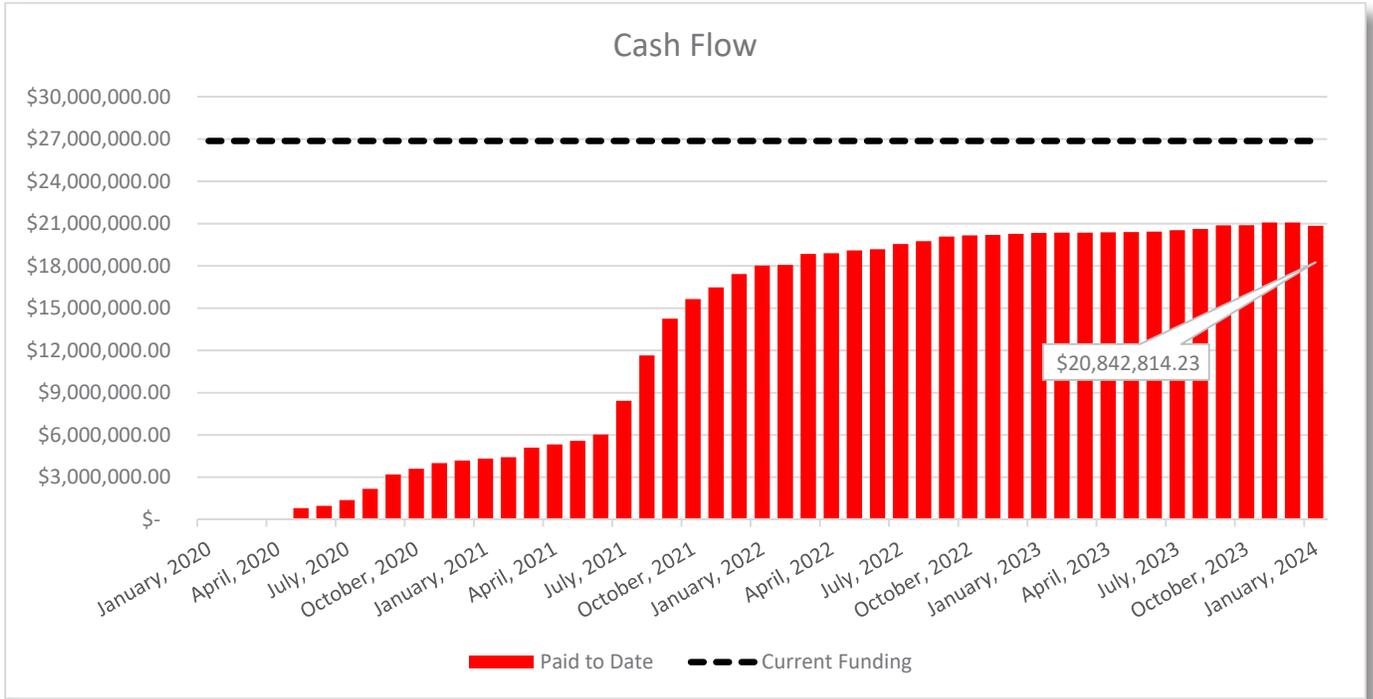
- Expanded digital signage

**Upcoming Activities:**

- Expanded digital signage
- Student and staff device replacement

# FACILITY IMPROVEMENTS

Q4 2023



These projects across the District will roll out in phases and include safety, life cycle replacement of building systems, energy efficiency upgrades, accessibility improvements and renovations. The following will provide updates for each of these projects.

### **19029.007 – Boiler Replacement at Boones Ferry Primary School**

**Project Status:**

This project includes replacing the aging boilers with new energy efficient boilers.

**Recent Activities:**

- Project bids were received.
- Board approval was given for the low bidder Copper Mechanical to proceed
- Contract is out for signature

### **19061.020 – Rewiring at Willamette Primary School**

**Project Status:**

This project includes replacing all network cabling and relocating wiring closets.

**Recent Activities:**

- Project is out to bid. Bids are due January 11th.

**19063.001 – Security Hardware at West Linn High School**

**Project Status:**

This project includes improved classroom lockdown hardware capabilities, in line with those installed at all district schools.

**Recent Activities:**

- Project is out to bid. Bids are due January 24th.

**19064.021 – Track Replacement at Rosemont Ridge Middle School**

**Project Status:**

This project includes track resurfacing at Rosemont Ridge Middle School.

**Recent Activities:**

- Project is in review and preparing for pricing

**Key**

- Target to Complete Anchor Document
- Target for Task Force Meeting
- Preparation Time by the Ops Team

Text in Gray = Documents that have been completed or will be completed by the Ops Team

	2024											
	January			February			March			April		
<b>Safe and Welcoming Schools</b>												
Gather Anchor Documents												
True North Report & DSLT Memo												
Focus Group (Safety Committee)												
Task Force												
<b>Accessible Facilities</b>												
Gather Anchor Documents												
New School Playground Plans and Photos												
Single Occupant Restroom Plans and Photos												
WLHS Stadium Improvement Photos												
Focus Group (Signage)												
Focus Group (Playground Group)												
Focus Groups (Student Services Staff)												
Task Force												
<b>STEAM, CTE &amp; Career Pathways</b>												
Gather Anchor Documents												
List of CTE Programs & Career Pathways												
Description of Middle School Maker Programs												
High School Study Findings												
Focus Group (Makerspace)												
Focus Group (Industry/Community/Community College)												
Focus Group (Students)												
Task Force												
<b>Athletics &amp; Recreation</b>												
Gather Anchor Documents												
Title IX Assessment Executive Summary												
Schedule of Synthetic Turf Installations												
Focus Group (Staff / Community)												
Task Force												
<b>Sustainable &amp; Resilient Schools</b>												
Gather Anchor Documents												
Resilience Article												
Flourescent Lighting Memo												
Generator Memo												
Indoor Air Quality Memo												
Task Force												
<b>Facilities Equity &amp; Stewardship</b>												
Gather Anchor Documents												
Facilities Equity Memo												
Educational Specifications												
Task Force												
<b>Learning with Technology</b>												
Gather Anchor Documents												
Technology Forecast Summary												
Schedule of Network Cabling Installations												
District Standard for Wiring Closets												
Task Force												

West Linn - Wilsonville School District  
 Office of Capital Construction  
 Potential Bond Preparation Look-ahead Schedule 1-24-24

	2023				2024											
	December				January			February			March			April		
<b>Review Programs, Visions and Themes</b>																
Review with Administration			Complete													
<b>Develop Preliminary Project List</b>																
Meet with Principals			Complete													
Create List of Task Forces							Create List of Task Forces									
Prepare for Task Forces													Prepare for Task Forces			
<b>Refine Project List</b>																
Implement Task Forces							Implement Task Forces									
Meet with Principals							Meet with Principals									
Refine and prioritize projects													Refine and prioritize projects			
<b>Update Development and Enrollment Forecasts</b>																
Update Development Forecast (Keith Liden)																
Planners Meeting (City, County, Metro, Consultant)																
Update Enrollment Forecast (Flo Analytics)																
<b>Update Financial Forecasts and Determine Bonding Capacity</b>																
Update Bond Expiration Schedule			Complete													
Provide Preliminary Bond Options			Complete													
Determine Bonding Capacity			Complete													
<b>Long Range Planning Committee</b>																
Committee Member Task Force Selections										Committee Member Task Force Selections						
Review Development and Enrollment Forecasts													Review Development and Enrollment Forecasts			

