

**West Linn / Wilsonville School District**  
Bond Oversight Committee Meeting



*Project:* **BOND OVERSIGHT COMMITTEE**

*Date:* October 14, 2015 – 7:00 PM

*Recorded By:* Amy Berger

## **MEETING MINUTES**

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### **ATTENDEES**

*Name*

Tim Woodley – District Operations  
Kent Wyatt - Member  
Mike Jones - Member  
Doris Wehler - Member  
Regan Molatare – Board Liaison  
Gretchen Katko - Member, Vice Chair  
R.B. Brandvold - Member

David Lake – Member, Chair  
Amy Berger – District, Bond Office Manager  
Remo Douglas – District, Project Manager  
Curtis Nelson – District, IT Director  
Tony Vandenberg, Heery Program Manager  
Grady Nelson - Applicant  
Bill Rhoades – District Superintendent

### **NEW BUSINESS**

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*Mtg - Item*

*Discussion / Action Item*

- 1.0 The meeting started at 7:04 PM
- 1.2 The meeting started with introductions around the table for the benefit of the new applicant, Grady Nelson.
- 2.0 Curt Nelson came to talk about the technology progress in the bond. Technology has 7 million dollars from the 2014 bond. One quarter of that generally goes to infrastructure upfront. The other  $\frac{3}{4}$  are allocated over the remaining years of the bond.
- When the bond passed the tech department was ready to act as they had been preparing for a few years leading up to the election.
  - Infrastructure Updates Include – WAN Updates, Network Electronics, Wifi Updates, Server/Core Systems Updates
    - Dark Fiber is a new thing to the school district but the county has been implementing it for a little while now. Dark fiber has a tremendous impact on the connection speed as well as a cost savings. By winter break more than half of the dark fiber will be on the dark fiber network. Several schools without the dark fiber have already had instances where they maxed out the available gig in the first month of school. The dark fiber will fix that problem.
  - The wifi access points have more than doubled in the district. Each classroom has an access point now.
  - The server hardware has been updated to make them faster and more reliable
- 2.1 Technology Teacher and Staff needs: An assessment was done last year to check classroom tech needs.
- Over 200 computers were purchased for staff (almost half of the staff). Each classroom now has a wireless projector.
  - Intercom systems have been upgraded to IP based and web managed with greater capabilities. Clock systems have been upgraded to synchronize clocks all throughout the schools.

## NEW BUSINESS

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Mtg - Item

Discussion / Action Item

- Student devices were updated – iPads, Chromebooks, Traditional PC's have all been purchased.
- Maker space technology is being purchased, 3D printers and electrical circuits. The 3D printers have been a big hit with the schools and each school is likely to get one through this bond.

The district is starting to work with The World of Speed in the technology realm. Students have done an automotive course through the district and Clackamas Community College receiving credit and getting hands on experience at the World of Speed.

### 3.0 Capital Bond Project Reports

- WLHS 700 Building: WLHS has a building in the back of the school that has been around since the 1960's used for vocational tech classes. It has since been used as various classroom spaces over the years. It is basically the final building that needs improvement at WLHS
  - An ed spec group was assembled consisting of staff and the architect (DOWA). Needs were determined and how to connect the building to the entire campus.
  - The schematic design will have arts, environmental science with lots of storage and outdoor connections, as well as maker space with access to the outdoors.
  - The estimate at the schematic level is over budget, which is expected at this point of design. As we enter design development the budgets will be landing and we're able to adjust as needed.
  - Some constraints will be dealing with construction during the school year with students and staff present as well as doing an abatement piece before the main contractor starts in June.
  - The project will be bidding in February with construction starting at the end of the school year and go into the first semester of the 2016 school year.
- WHS Performing Arts Addition: WHS music program is running out of space as the program expands.
  - The bus loop will be shortened to accommodate the building addition. People like the shortened bus loop as it will shorten the exit time.
  - The building interior will expand the choir room width to allow for a larger choir and give them new risers with flexibility removing the concrete risers. ADA will also be met in the classroom.
  - Practice rooms will be added for the choir and band to share for added space. The new band room will be the additional square footage.
  - There will also be a dressing room and storage added for the theater program allowing the black box and auditorium to be used at the same time.
  - Some constraints will be dealing with construction during the school year with students and staff present as well as creating the new bus loop before the school year starts.
  - The project will bid in February with construction starting at the end of the school year and go into the first semester of the 2016 school year.
- New Middle School at Advance Rd
  - The new middle school will include an offsite package that is not shown on the site plan. It will include improvements along Advance, Boeckman, Stafford, and the Wilsonville intersection.
  - The new middle school is being designed as a 700 student school in final build out. The plan includes maker space, music, gym, science, library and classrooms.
  - All traffic on site will enter on the newly created 63<sup>rd</sup> Ave with busses cueing at the back of the school and the parent drop off in the front.

## NEW BUSINESS

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Mtg - Item

Discussion / Action Item

- The district was able to bring the property into the UGB and annexed into the city of Wilsonville, allowing for the school to be built.
  - The next stage will include presenting the design that will go into a design review process at the city before going to the permit review process.
  - Some constraints are that the site has poor soils and there will need to be stabilization to be able to build on. Stabilization can occur with granular piers, compacted rock filled below the building to allow for minimal movement in a seismic event.
  - The schedule for the opening in fall of 2017 is aggressive and driven by agency approval that we cannot control. The permit process drives the schedule and having right of way work done in partnership with the city will need to be done before opening of the school.
  - The city of Wilsonville has proposed a pathway through Meridian Creek, the district is not including that as part of our design.
  - The district will be using a pre-qualified delivery method for the bidding process. Contractors will be qualified ahead of bidding on the project, increasing the odds of receiving quality competitive bids from qualified contractors.
- Sunset Replacement
    - Sunset has the challenge of replacing the school while the current building is functioning. This drove where the school building will be on the site.
    - The ed spec process occurred during the spring.
    - Neighbors have been voicing their concerns after seeing the first design drawing. The district and architects have been taking those concerns into consideration and have come up with a revised design drawing which will be presented to the neighborhood next week.
    - One big concern in the neighborhood and the district is where to fit the required parking while also having the playfield. Due to fire code we are required to have a fire lane on the south east side of the building so some parking will be included in that lane that will already be incorporated.
    - The bus drop off will be at the south end of the west parking lot while the parent drop off will be at the south side of the building and wrapped down the east side of Bitner St.
    - The district has 2 more public meetings scheduled with the neighborhood to present the design and get feedback. Tim and Remo have spent a lot of time talking with neighbors and going to neighborhood houses to listen to patrons.
    - Sunset will look unique to the neighborhood, it is not being modeled after the recent Trillium and Lowrie exterior model.
    - Lessons learned from Trillium and Lowrie was to not be forced to walk through/past the gym to get to the music room. That has been changed in the new Sunset design.
    - The demolition of the current Sunset primary will be in the summer of 2017 after the abatement process has been completed.

4.0 3<sup>rd</sup> Quarterly Bond Report has been passed out and the committee is encouraged to review and provide feedback. The report will be presented to the school board at the November 2<sup>nd</sup> Board Meeting.

5.0 The meeting adjourned at 8:46 PM

### Handouts

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No.	Item	Dated
1.	Agenda	October 14, 2015
2.	3 <sup>rd</sup> Quarter Bond Quarterly Report	October 14, 2015



## **West Linn – Wilsonville Schools**

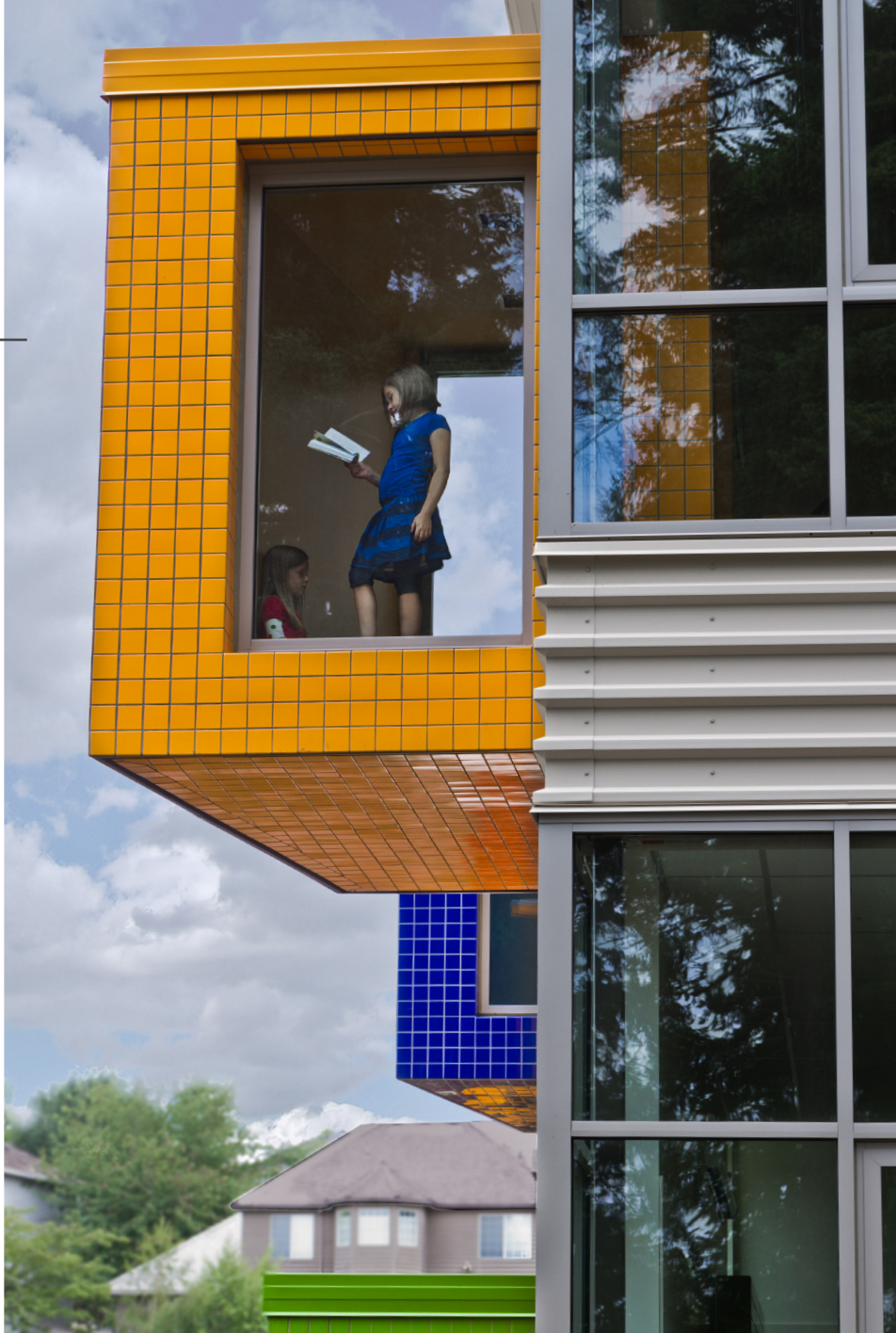
**2014 Bond Oversight Committee Meeting  
Administration Building  
22210 SW Stafford Rd, Tualatin, OR 97062  
October 14, 2015, 7:00 PM**

### Agenda

1. Call to Order
2. Roll Call:      David Lake, Chair                      Gretchen Katko, Vice-Chair  
                         Doris Wehler                                      Mike Jones  
                         Kent Wyatt                                      R. B. Brandvolt  
                         [open position]
3. Open Position Applicants (Tom Miller Vacancy)
  - a. Grady Nelson
  - b. Shawn Goodpaster
4. Capital Bond Technology Report
  - a. Curtis Nelson, Director of Information Technology
5. Capital Bond Project Reports
  - a. WLHS 700-Building                      Tony Vandenberg
  - b. WHS Performing Arts                      Remo Douglas
  - c. New Middle School                      Tony Vandenberg
  - d. Sunset Replacement                      Remo Douglas
6. 3<sup>rd</sup> Quarter Bond Report-Review
7. Meeting Schedule
8. Adjourn



September 2015



**WEST LINN - WILSONVILLE SCHOOL DISTRICT**  
2014 Capital Bond Program  
Quarterly Report

Q3 2015

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Q3 2015

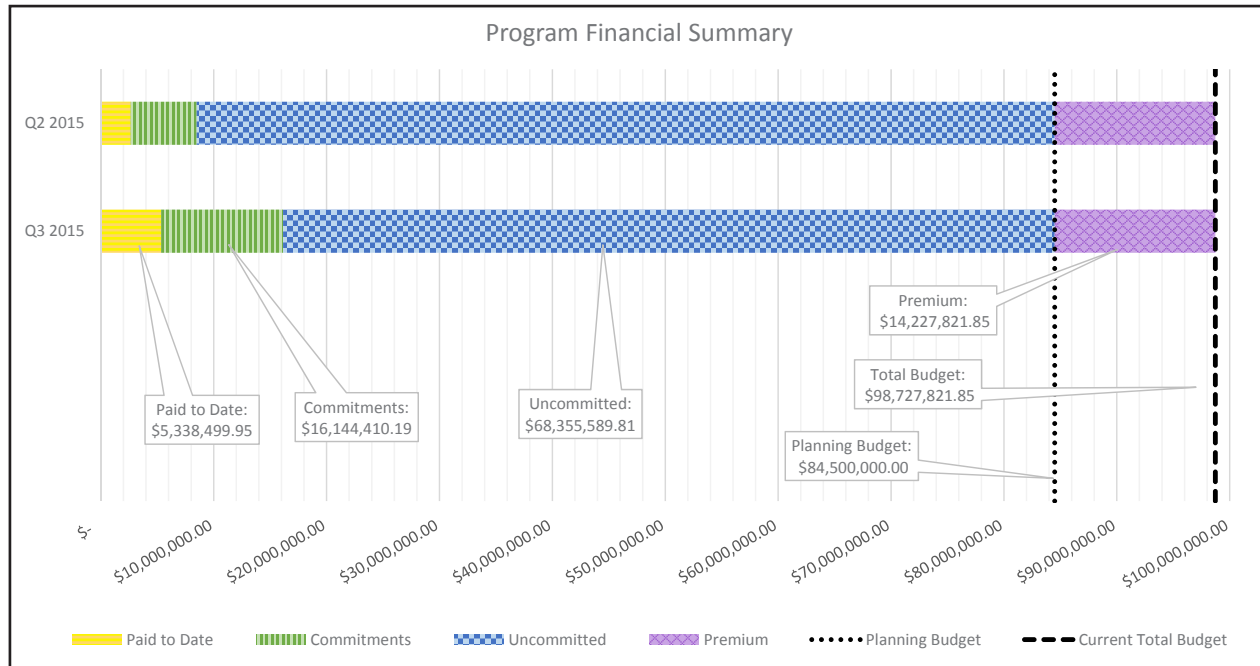


1.	2014 CAPITAL BOND PROGRAM SUMMARY	1
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# PROGRAM SUMMARY

## Q3 2015



	Original Budget	Approved Budget Changes	Current Budget	Current Commitments	Actuals Approved	Estimate At Completion	Forecasted Over/(Under)
New Middle School in Wilsonville	40,000,000.00	0.00	40,000,000.00	3,445,578.74	730,381.37	40,000,000.00	0.00
Sunset Primary School Replacement	24,000,000.00	0.00	24,000,000.00	2,433,809.46	450,204.00	24,000,000.00	0.00
700 Building Renovation & Addition @ WLHS	3,000,000.00	0.00	3,000,000.00	392,430.83	103,479.88	3,000,000.00	0.00
Performing Arts Renovation & Addition @ WHS	3,000,000.00	0.00	3,000,000.00	375,177.20	93,820.40	3,000,000.00	0.00
Technology @ D-W	7,000,000.00	0.00	7,000,000.00	2,835,945.52	2,810,365.52	7,000,000.00	0.00
Safety & Security @ D-W	500,000.00	0.00	500,000.00	154,667.70	78,932.66	500,000.00	0.00
Improvements @ D-W	7,000,000.00	0.00	7,000,000.00	1,168,300.79	1,071,316.12	7,000,000.00	0.00
Subtotals	84,500,000.00	0.00	84,500,000.00	10,805,910.24	5,338,499.95	84,500,000.00	0.00
Bond Premium*	14,227,821.85	0.00	14,227,821.85	257,464.42	257,464.42	14,227,821.85	0.00
Grand Totals	94,000,901.02	0.00	94,000,901.02	11,063,374.66	5,595,964.37	94,000,901.02	0.00

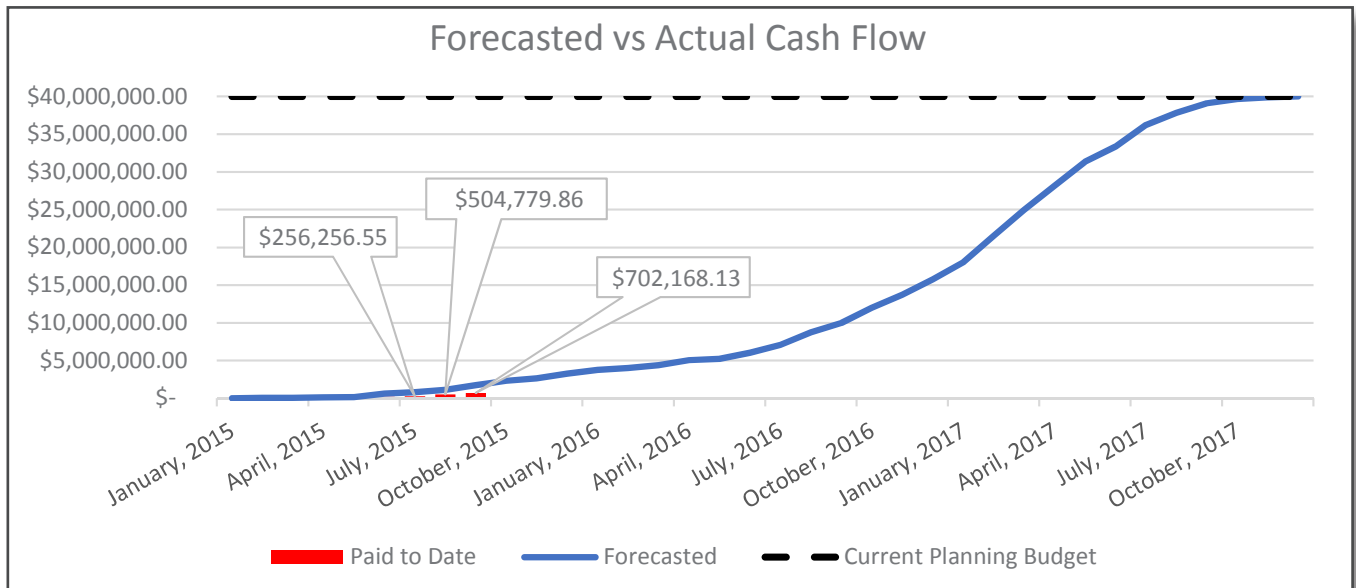
\*Includes \$4,505,000.00 in as-yet unsold bonds

- Voters successfully passed a measure to authorize the school district to sell up to \$84,500,000.00 million dollars of general obligation bonds in November 2014. The School Board authorized the sale of \$79,995,000.00 in general obligation bonds in March of this year. Current market conditions resulted in a premium on bond sales as shown in the bond program premium table above. This premium value includes the as-yet unsold \$4,505,000.00 in bonds already authorized by voters, providing a clear picture of the total funds available to the district for this bond program.
- After the measure was passed the significant task of selecting consultants to help with the bond program began. Formal competitive Requests for Proposals were publicly advertised and processed in compliance with public procurement law. Consultant services needed include program mangement, architecture, civil engineering, mechanical engineering, electrical engineering, special inspections, landscape architecture, land surveying, traffic engineering and others.
- At the same time the program master budget and schedule were developed. Projects were grouped in ways to create projects that were efficient to bid and construct, and scheduled according to urgency of the improvements.
- The School Board assigned bond oversight responsibilities to the Long Range Planning Committee, with a specific list of goals. The Bond Oversight Committee met in April and July, David Lake was elected chair, and Gretchen Katko elected vice-chair.



## NEW MIDDLE SCHOOL IN WILSONVILLE

### Q3 2015



	2014		2015								2016								2017							
	Q4		Q1		Q2		Q3		Q4		Q1		Q2		Q3		Q4		Q1		Q2		Q3		Q4	
	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Design	PLANNED																									
	ACTUAL																									
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	ACTUAL																									
Construct	PLANNED																									
	ACTUAL																									

#### Recent Activities:

- The schematic design estimate showed a marked increase in the anticipated cost of construction based on current market conditions and escalation
- A number of City of Wilsonville Ordinances have been recorded including Ordinance 773 to annex the property into the City of Wilsonville, Ordinance 774 for the comprehensive plan map amendment, and Ordinance 775 for a zone change to public facility zone.

#### Upcoming Activities:

- The District continues conversations with the City of Wilsonville regarding a proposed development agreement for the required right of way improvements along Advance Road including two new public roadways within the project site. The Bond Team continues to explore procurement options for both off site work and on site work.
- Bond Management Team will review the design with Educational specification group and the Architect will present the project to the School Board on October 19th.
- A public meeting will be held in early November to present the project to neighbors and the general public.
- Design Development is scheduled to be complete in early January.
- Stage 2 land use application with the City of Wilsonville begins in November and will continue into March of 2016.

# NEW MIDDLE SCHOOL IN WILSONVILLE

Q3 2015

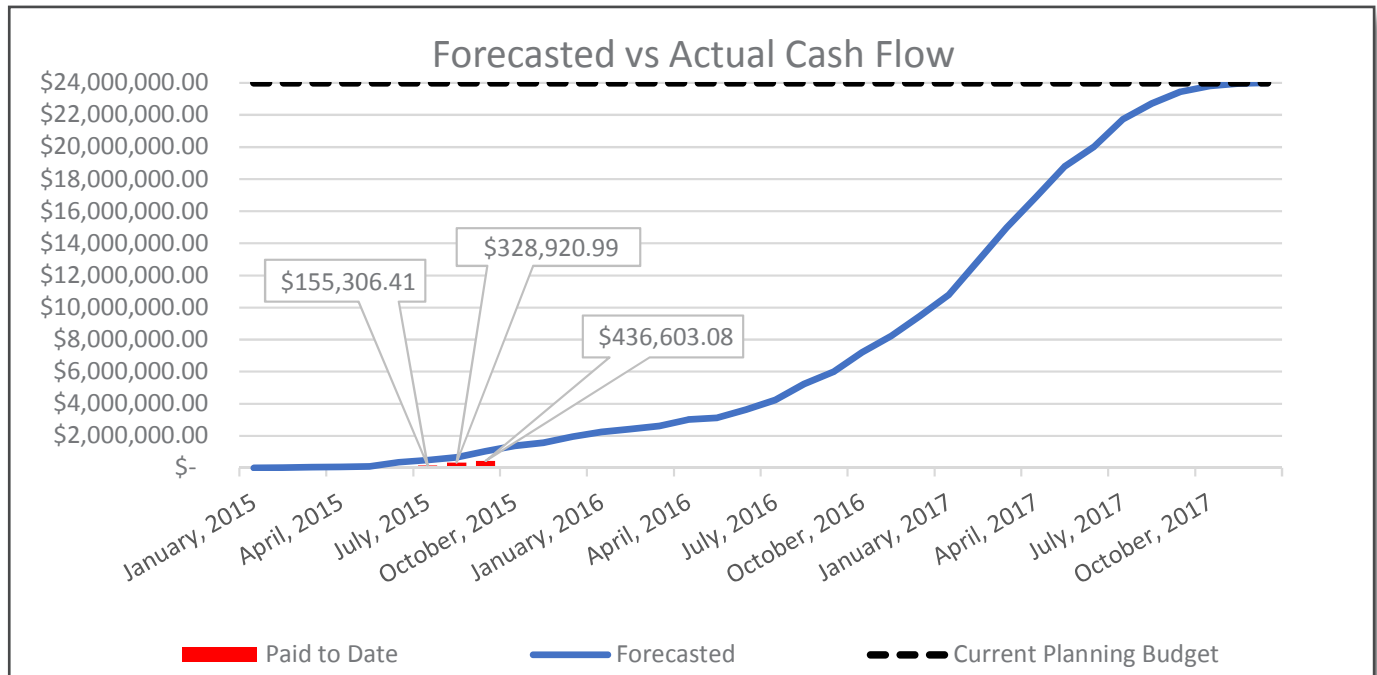
## DESIGN CONCEPT

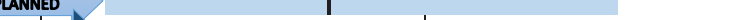


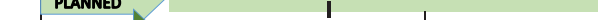




8.36

# SUNSET PRIMARY SCHOOL REPLACEMENT

## Q3 2015



	2014		2015												2016												2017											
	Q4		Q1			Q2			Q3			Q4			Q1			Q2			Q3			Q4			Q1			Q2			Q3			Q4		
	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Design																																						
																																						
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### Recent Activities:

- Schematic Design drawings have been received and reviewed in light of regulatory requirements, programming requirements and public input
- The schematic design estimate showed a marked increase in the anticipated cost of construction based on current market conditions and escalation
- An initial value engineering session was held to identify means of bringing the project budget back into alignment
- The District's surveyor has labeled the trees on site in preparation for a review by a certified arborist and the landscape architect

### Upcoming Activities:

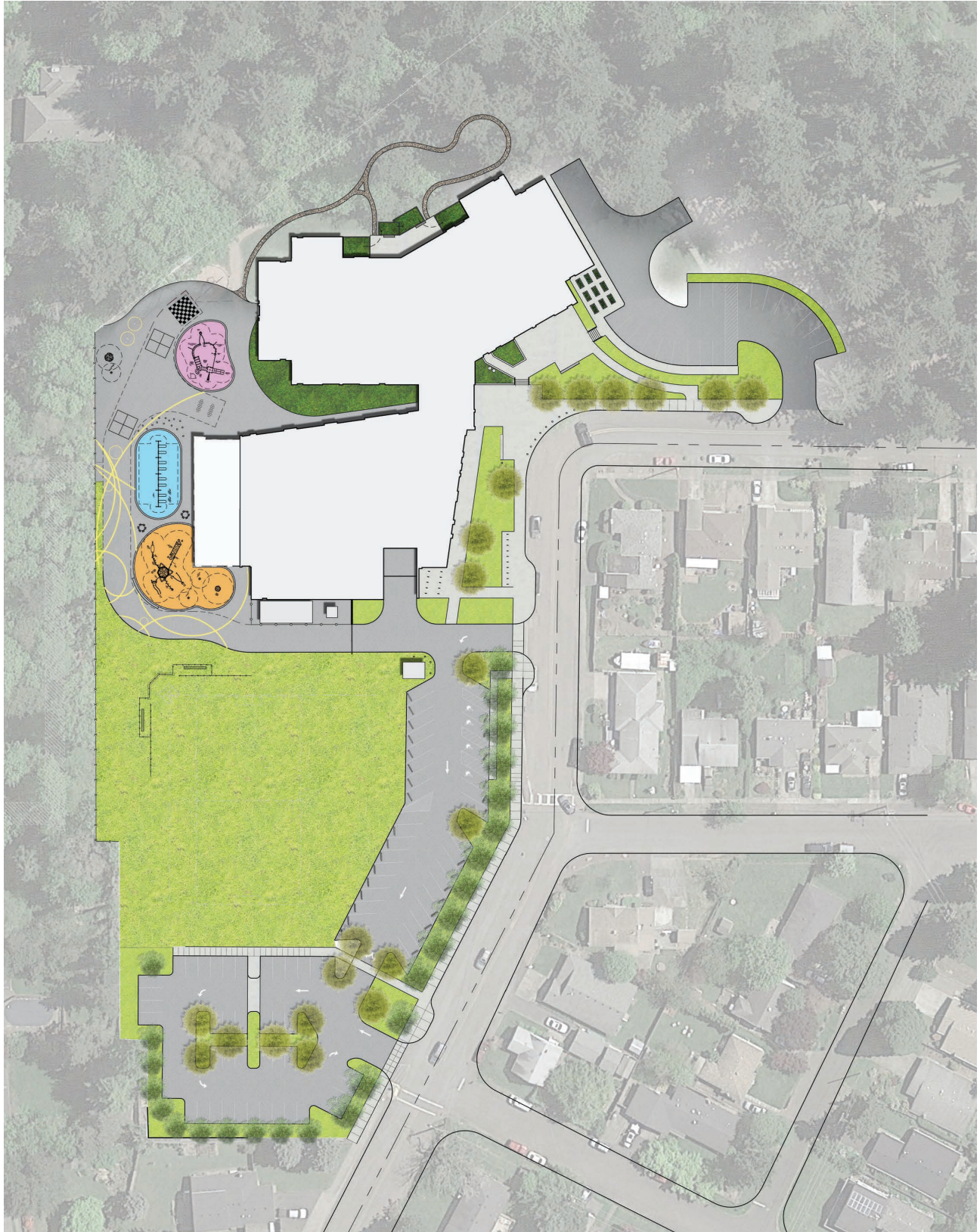
- The project team will meet with the Sunset Neighborhood Association in October. This presentation was delayed to allow time for the design to respond to some of the public input received, particularly around parking and use of the southern portion of the property. The proposed design accommodates these concerns to the extent possible within the City of West Linn development code.
- The design will be submitted for land use with the City of West Linn in late October.
- The trees will be reviewed to determine their condition and the impact of construction



# SUNSET PRIMARY SCHOOL REPLACEMENT

Q3 2015

## DESIGN CONCEPT





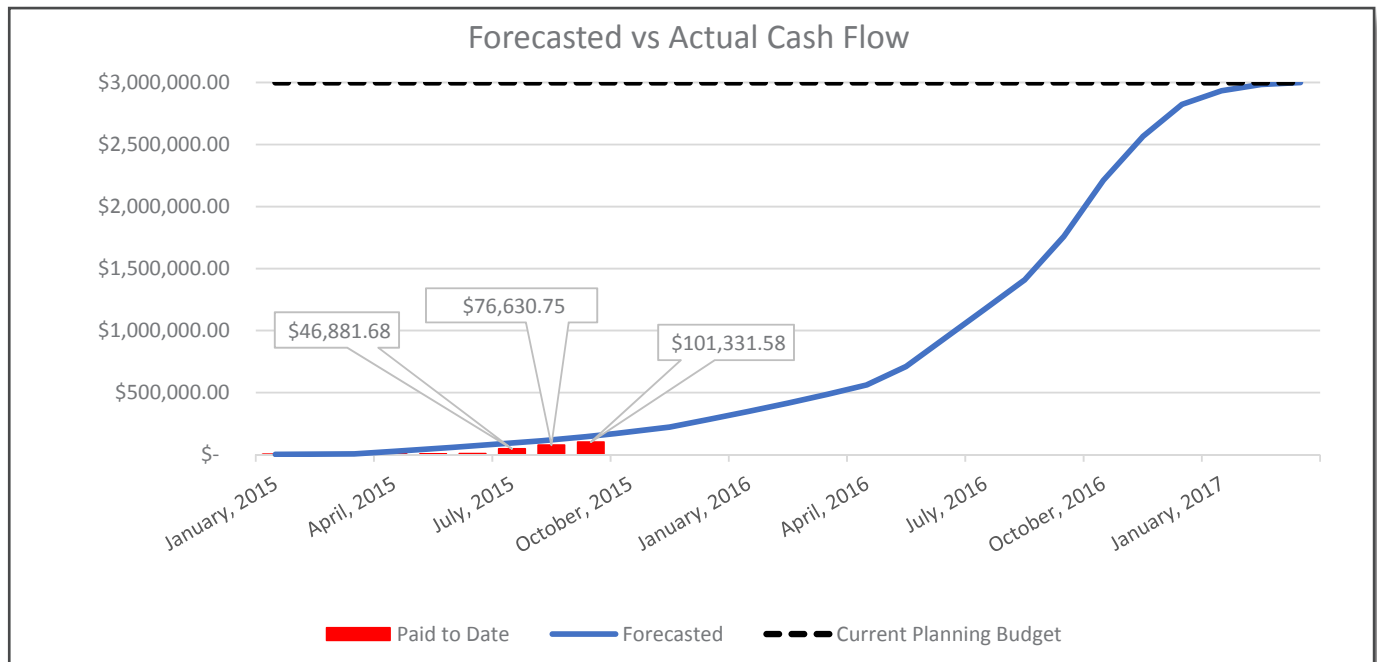
# SUNSET PRIMARY SCHOOL REPLACEMENT





## 700 BUILDING RENOVATION & ADDITION AT WLHS

### Q3 2015



	2014		2015										2016										2017																					
	Q4		Q1			Q2			Q3			Q4		Q1			Q2			Q3			Q4		Q1			Q2			Q3			Q4										
	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D						
Design			<div><div>PLANNED</div><div>ACTUAL</div></div>																																									
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Construct																<div><div>PLANNED</div><div>ACTUAL</div></div>																												

#### Recent Activities:

- The schematic design estimate showed a marked increase in the anticipated cost of construction based on current market conditions and escalation
- The schematic design was reviewed and feedback provided to the design team

#### Upcoming Activities:

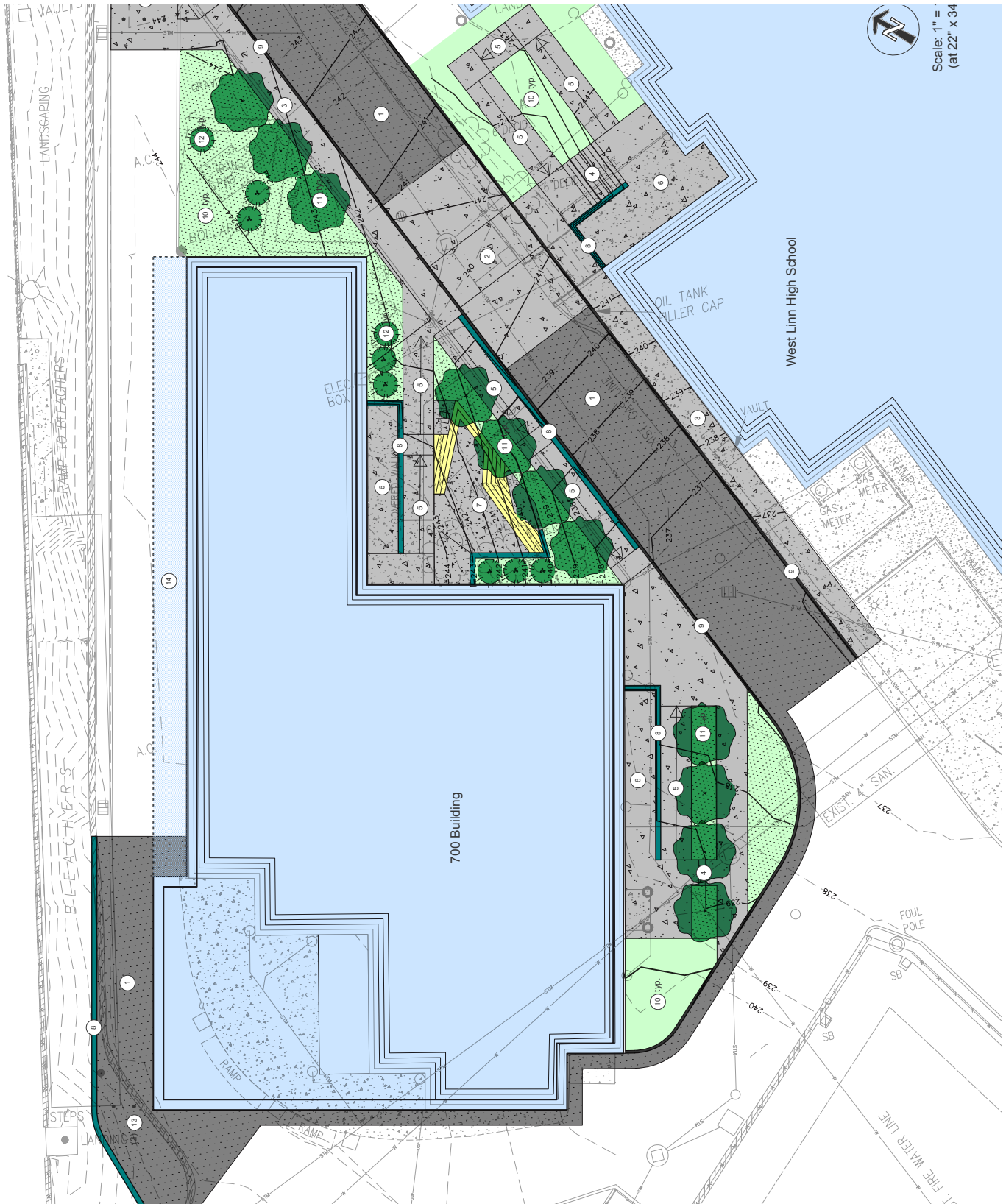
- The project will be submitted to the City of West Linn for land use review in late October
- Bond Management Team will review the design with Educational specification group and the Architect will present the project to the School Board on October 19th
- The design document phase of design will be complete in late October



# 700 BUILDING RENOVATION & ADDITION AT WLHS

Q3 2015

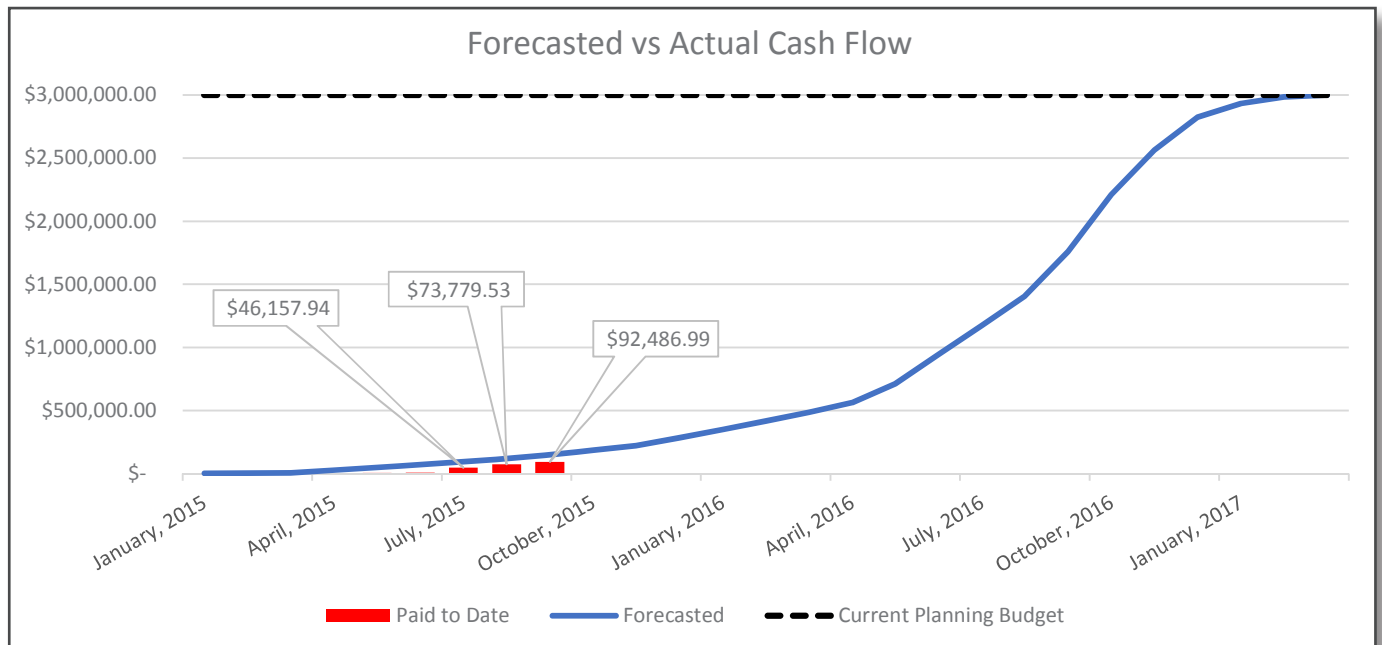
## DESIGN CONCEPT





## PERFORMING ARTS RENOVATION & ADDITION @ WHS

### Q3 2015



	2014		2015										2016										2017															
	Q4		Q1			Q2		Q3			Q4		Q1			Q2		Q3		Q4			Q1			Q2			Q3			Q4						
	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Design			<div>PLANNED</div>																																			
			<div>ACTUAL</div>																																			
Permit			<div>PLANNED</div>																																			
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Construct													<div>PLANNED</div>																									
													<div>ACTUAL</div>																									

#### Recent Activities:

- The schematic design estimate showed a marked increase in the anticipated cost of construction based on current market conditions and escalation
- The schematic design was reviewed and feedback provided to the design team
- The design development drawings have been received and are currently being reviewed by the Bond Management Team
- The design development estimate is currently being prepared
- The project was submitted to the City of Wilsonville for land use October 13, 2015

#### Upcoming Activities:

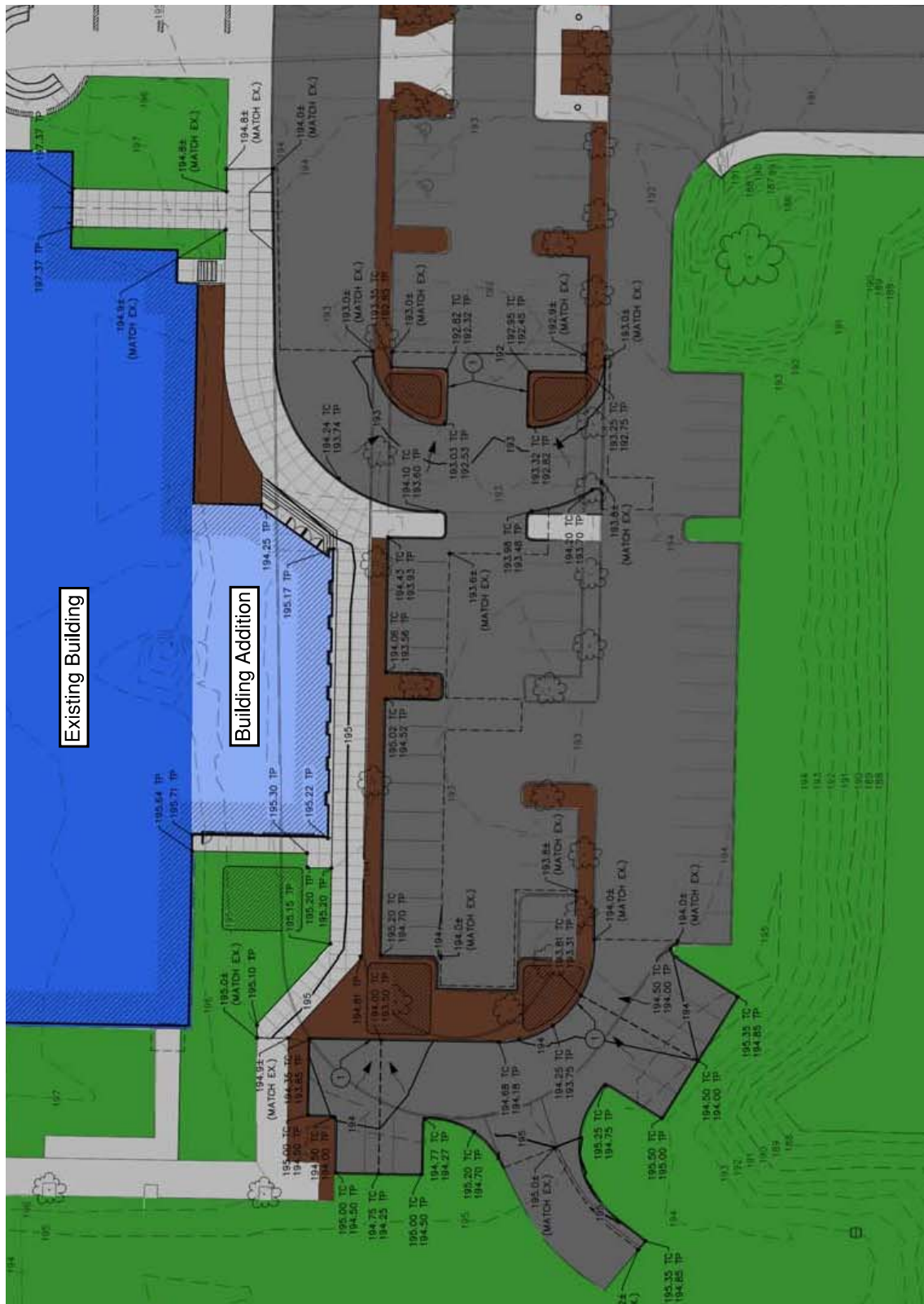
- Design development estimate review
- Construction document completion is scheduled for January 2016
- Contractor prequalification will begin in January 2016



# PERFORMING ARTS RENOVATION & ADDITION @ WHS

Q3 2015

## DESIGN CONCEPT

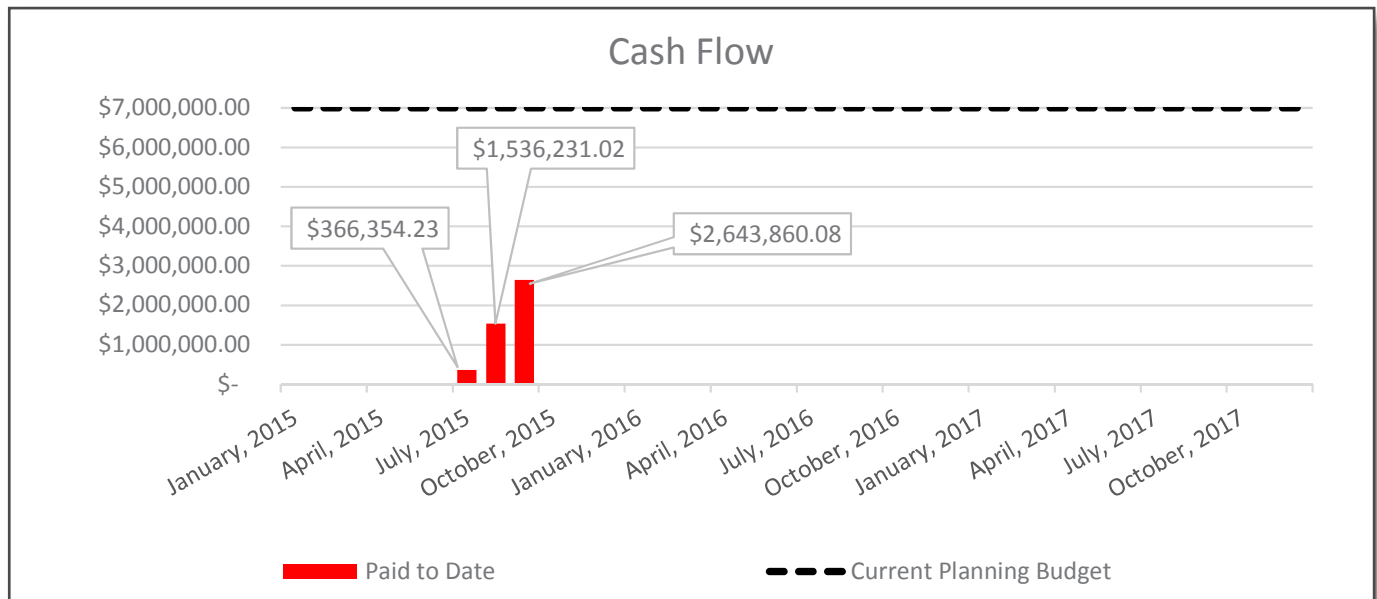






## LEARNING WITH TECHNOLOGY

Q3 2015



The West Linn-Wilsonville School District has a strong history of creating and implementing a dynamic and comprehensive technology plan that supports the district's technology systems and networks, efficient work environments, innovative and effective instructional practices, and trends in Science, Technology, Engineering & Mathematics (STEM) education (including increasingly robust robotics and engineering programs). Specific areas of upgrades that have been identified are:

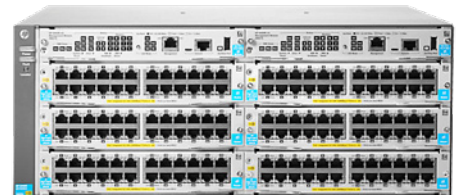
- WiFi Upgrades
- Circuit Upgrades
- Dark Fiber
- User Devices
- Teacher Presentation Systems
- Server Updates/Upgrades
- Office Computer Systems
- Network Upgrades
- Intercoms

### Recent Activities:

- WAN Updates
- New Router, New Firewall, and Electronics Updates
- Wifi Updates
- Server Environment Updates
- Student Device Updates
- Teaching Station Updates
- Select Intercom Enhancements
- Select Clock System Replacements
- Planning Discussions for Future Updates

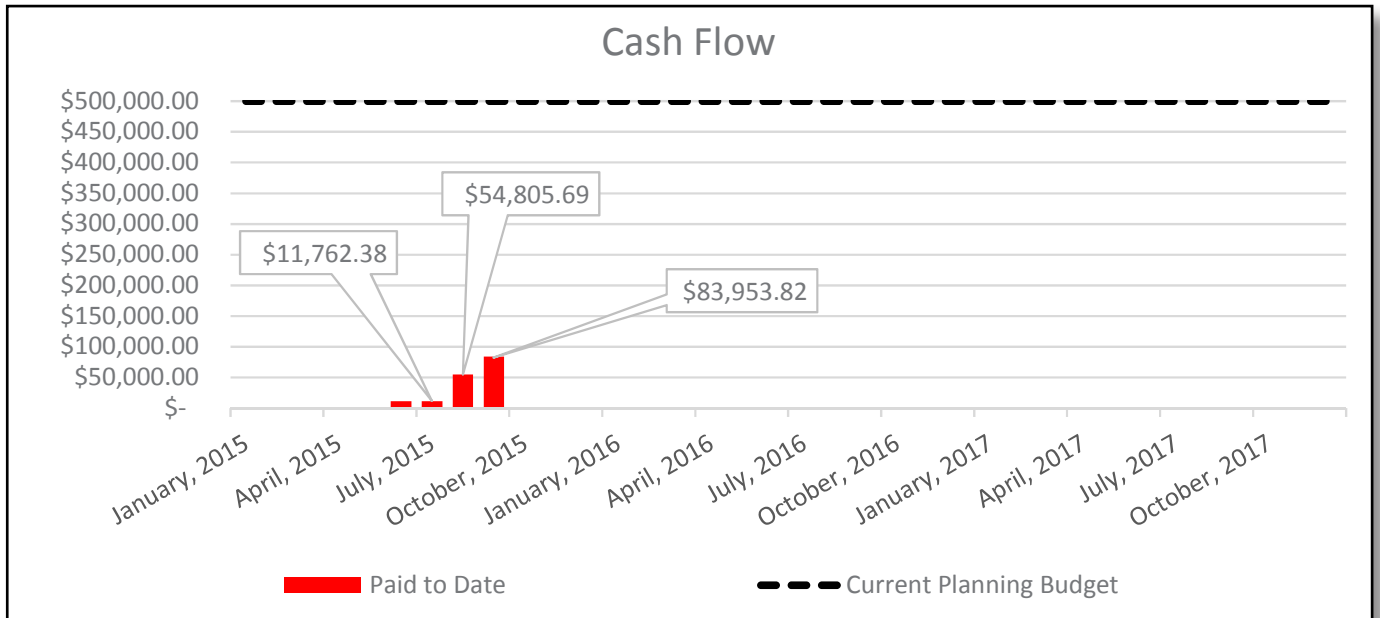
### Upcoming Activities:

- WAN Updates
- Wifi Updates
- Student Device Updates
- Teaching Station Updates
- Planning Discussions for Future Updates



## SAFETY & SECURITY

Q3 2015



West Linn-Wilsonville School District is committed to creating and maintaining safe, secure facilities for students, staff and patrons as a partnership with our community, neighboring school districts, area law enforcement and emergency responders. Our schools have been assessed for safety related corrections and as identified the following specific improvements for each unique school facility.

- Building Communication Systems
- School Entrance Security
- Door Hardware and Locking
- Safe Classroom Accommodations
- School-grounds Exterior Security Measures
- Limited Video Surveillance
- Lighting and Controls

### Recent Activities:

- Elert & Associates conducted safety and security assessments district-wide
- Building communication system enhancements at several schools

### Upcoming Activities:

- Safety and security site assessment reports to be delivered over the course of the fall
- Review Federal and State law and policy around school safety
- Update district emergency response plans

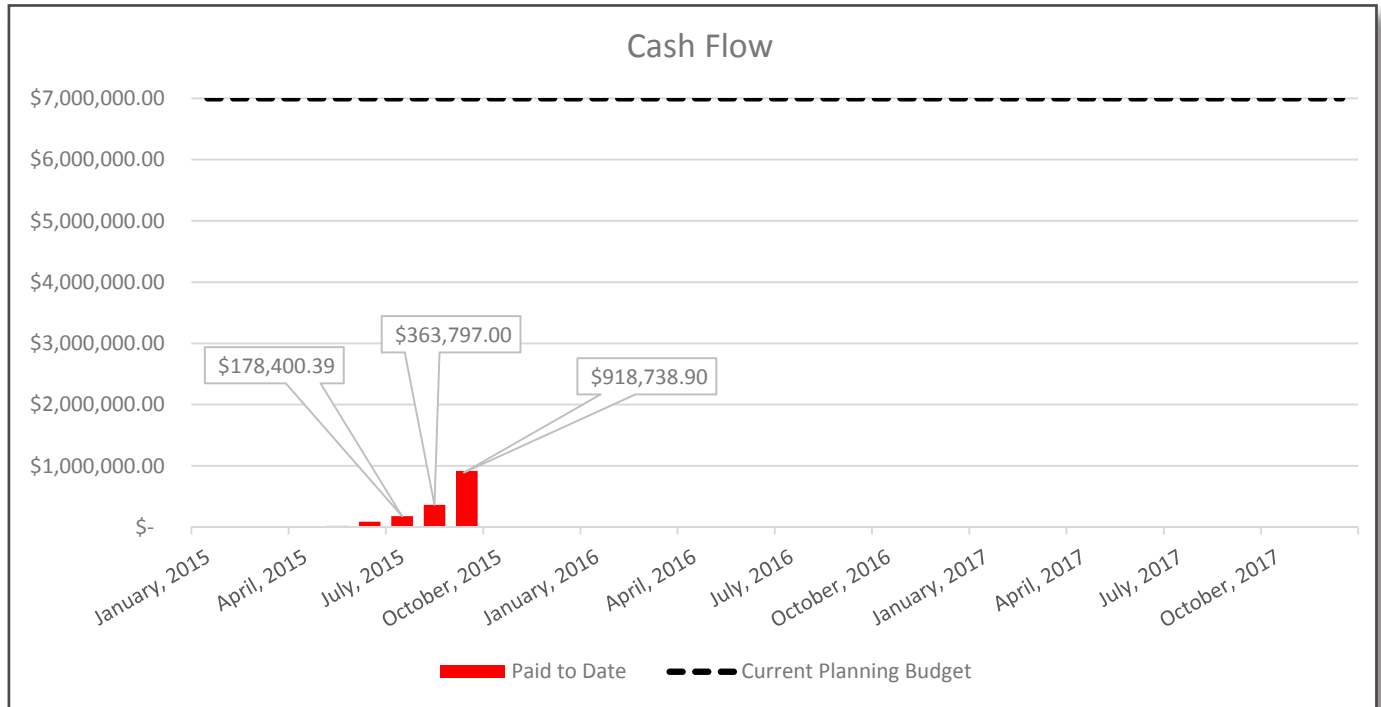




## DISTRICT-WIDE IMPROVEMENTS

Q3 2015

This category of projects represents work at all district sites that has been identified over time as improvements that response to life-cycle replacement, upgrades required by code, changes in instructional models, growth in activity participation and obsolescence. Active and upcoming projects under this bond component will be listed below.



### 2015 Improvements Projects:

#### 15008 – Drainage & Play Equipment @ RR, ST, WM

School	Task	Status
Rosemont Ridge	Baseball field drainage	Complete
Rosemont Ridge	Play equipment	Purchased & received
Stafford Primary	Playground drainage	Postponed
Stafford Primary	Play equipment	Purchased & received
Willamette Primary	Play equipment	Purchased & received

#### Notes:

The play equipment was purchased and delivered to the district. The play equipment installation and stafford drainage work was publicly bid with no acceptable bids received. The procurement strategy is being reviewed and will likely be bid again in late winter or early spring.



## DISTRICT-WIDE IMPROVEMENTS

Q3 2015

### **15009 – Carpet Replacement @ BF, WD, WM, WHS**

School	Task	Status
Boones Ferry	Office Carpet Replacement	Complete
Inza Wood	Select Carpet Replacement	Complete
Willamette	Select Carpet Replacement	Complete
Wilsonville	Select Carpet Replacement	Complete

#### **Project Status:**

The scope is complete, the project is in closeout.

#### **Complete:**

#### **Demolition:**



### **15010 – Painting @ ST, WM, WHS**

School	Task	Status
Stafford	Exterior painting	Postponed
Willamette	Interior corridor painting	Postponed
Wilsonville	Select stadium handrail painting	Postponed

#### **Project Status:**

Public bid process held, low bid contractor refused to sign contract. The project is postponed until 2016 to obtain new bids.

### **15011 – Select Restroom Renovation @ BC, ST, WLHS**

School	Task	Status
Boeckman Creek	Select Restroom Renovation	Complete
Stafford	Select Restroom Renovation	Complete
West Linn	Select Restroom Renovation	Postponed

#### **Project Status:**

Restroom renovations at Boeckman Creek and Stafford were completed in-house by the district this summer. The work at West Linn High School will require design assistance and a contractor and will occur next summer.

# DISTRICT-WIDE IMPROVEMENTS

Q3 2015

## 15012 – Robotics Renovation @ WHS

School	Task	Status
Wilsonville	Robotics Garage Renovation	Active

### Project Status:

Design is complete and the project was publicly bid.

The construction contract has been executed and the work is underway for a November 2015 completion.

### Before:



### Current:



## 15015 – Concession/Restroom/Team Room @ RR

School	Task	Status
Rosement Ridge	Concession/Restroom/Team Room	Active

### Project Status:

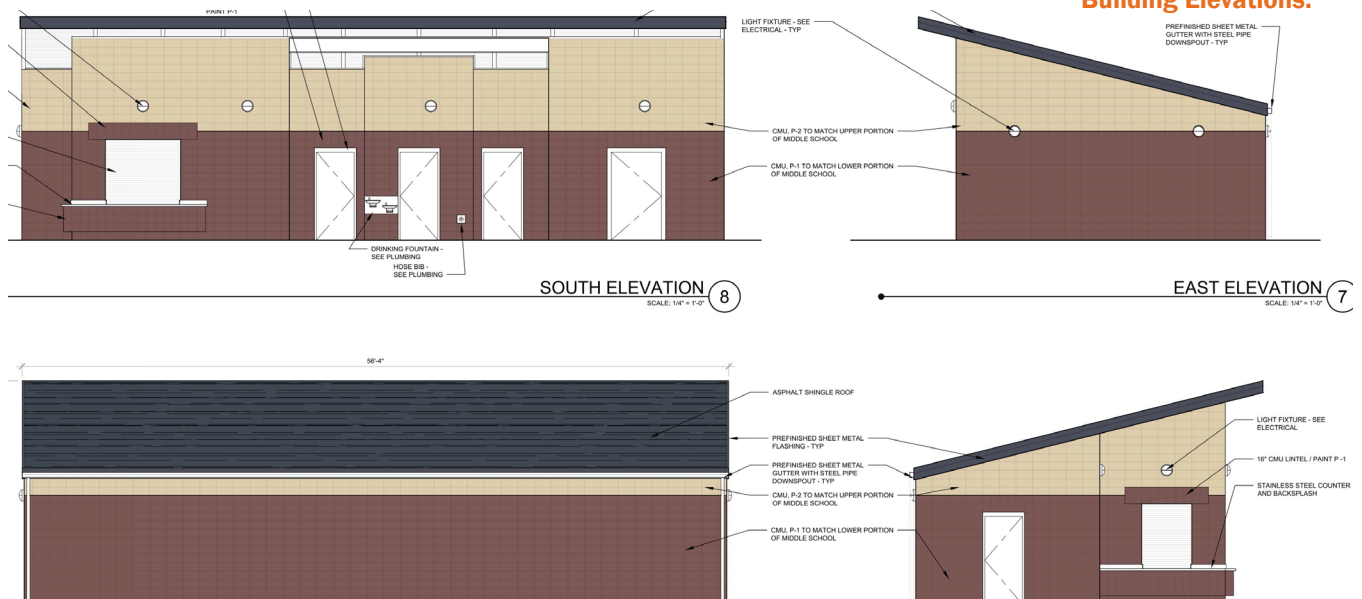
The design was approved by City of West Linn planning department in July.

The building permit has been received.

The public bid process is complete and the contract was approved by the School Board.

The contractor has mobilized and is targeting a February completion.

### Building Elevations:





## DISTRICT-WIDE IMPROVEMENTS

Q3 2015

### 15013 – Clock System Replacement @ WLHS

School	Task	Status
West Linn	Clock System Replacement	Complete

**Project Status:**

Project is complete.

### 15014 – Gym Lighting Replacement @ WHS, WLHS

School	Task	Status
West Linn	Gym Light Replacement	Complete
Wilsonville	Gym Light Replacement	Complete

**Project Status:**

Project is complete.

**Complete:**

