



## West Linn – Wilsonville Schools

**Bond Oversight Committee Meeting  
Administration Building  
22210 SW Stafford Rd, Tualatin, OR 97062  
October 19, 2016, 6:00 PM**

### Agenda

1. Call to Order                      6:05 pm Admin Boardroom
2. Roll Call:  

David Lake	<b>Gretchen Katko</b>
Doris Wehler	<b>R. B. Brandvold</b>
<b>Kent Wyatt</b>	Grady Nelson
<b>Mike Jones</b>	Chelsea Martin (Board Liaison)
Kathy Ludwig	<b>Tim Woodley</b>
<b>Remo Douglas</b>	<b>Tony Vandenberg</b>
<b>Amy Berger</b>	<b>Andrew Kilstrom (Reporter)</b>
<b>Barb Soisson</b>	<b>Mini Aga</b>
3. Tim reviewed the process for appointment on the Long Range Planning Committee. Right now there are 3 expired positions and we've been receiving applications. Those applications will go to the Board Meeting on November 7<sup>th</sup> for appointment of those 3 positions.
4. The Bond Oversight Quarterly Report, Quarter 3, 2016 was handed out as a draft. Tim walked the group through the draft of the report.
  - a. The program financial summary was reviewed and it now shows 2 line items with subtotals. The first is the original estimating for the 7 project categories with the bond funds. The next subtotal line shows the bond premium and interest for a total dollar amount for the bond.
  - b. Right now there is a recommendation to add \$1.5 Million to the safety and security project. This bond has a safety and security component. The district has received safety assessments for all schools. Some items are to upgrade intercoms, improve site fencing, update cameras at the high schools amongst other projects.
  - c. We are also recommending \$3.5 Million go into the districtwide projects. There was a long list during bond planning that was cut to \$7 Million at the time of the bond. The additional funds would go toward cost escalation as well as possibly doing more of the original small projects list.
  - d. Currently the bond is about 25% paid to date, with 2/3 of the overall money committed either in money already spent out or contracts approved.

5. Meridian Creek Middle School

- a. Framing activities have started at the gym and the concrete slab has been poured. The office space and commons have also been poured. The classroom wing is the next slab to pour.
- b. The track is being graded, SW 63<sup>rd</sup> has been cut along with parking and the retention pond.
- c. The offsite work will be going out to bid as a package next month. This work includes a signal light at the 4-way intersection at Advance Rd, Boeckman Rd, Stafford Rd and Wilsonville Rd as well as other offsite improvements. This is about a \$5-Million-dollar package. The work will then be done in the spring and finish by the summer with everything done by the start of school fall 2017.

6. Sunset Primary School

- a. Construction is underway at Sunset and is on track for completion for school opening fall 2017.
- b. The LUBA record was settled last week. We are now in a briefing period and LUBA has a set amount of time to review everything and make a decision. That date falls at the end of December.
- c. The Direct Digital Controls has been contracted on budget with Clima-Tech.
- d. We are currently out to bid for the abatement package of the existing building. That work will be done after school is out in June.
- e. The construction has been moving along fairly smoothly with some Saturday work for a lot of dirt haul off. The last concrete pour was done today and the contractor is now prepping for framing.

7. West Linn High School 700 Building

- a. This project was originally scheduled to be done in December. Due to some unforeseen circumstances the project will not be done in December but has been pushed out to January. The school semester change is at the end of January and the work will be done in time to accommodate the start of the next semester.
- b. This project budget is doing well.

8. Wilsonville High School Performing Arts

- a. This project is also tracking slightly behind schedule and will likely have the same opening as WLHS to align with the semester change at the end of January due to their own unforeseen circumstances.
- b. This project budget is doing well.

9. Technology has spent about half of the allocated budget and is gearing up for a big rollout next summer with upgrades across the district.

10. Safety and Security has been moving along well. A recommendation will be made to add an additional \$1.5 Million to get the total project budget to \$2 Million.

11. District-Wide Projects

- a. The money being recommended to be added to the districtwide projects will be a board conversation.
- b. There are some new projects gearing up for next summer including some small maintenance type projects as well as a remodel at Bolton as well as Boeckman Creek.
- c. The Playgrounds project is now complete.
- d. The Painting projects are now complete.
- e. The foldable stage partition at Inza Wood Middle School is complete.
- f. Bolton playground got some work done at the North end and was complete before the start of school.
- g. Art Tech had a wall built to create a new classroom space.

12. Next Steps

- a. The report will go to the School Board

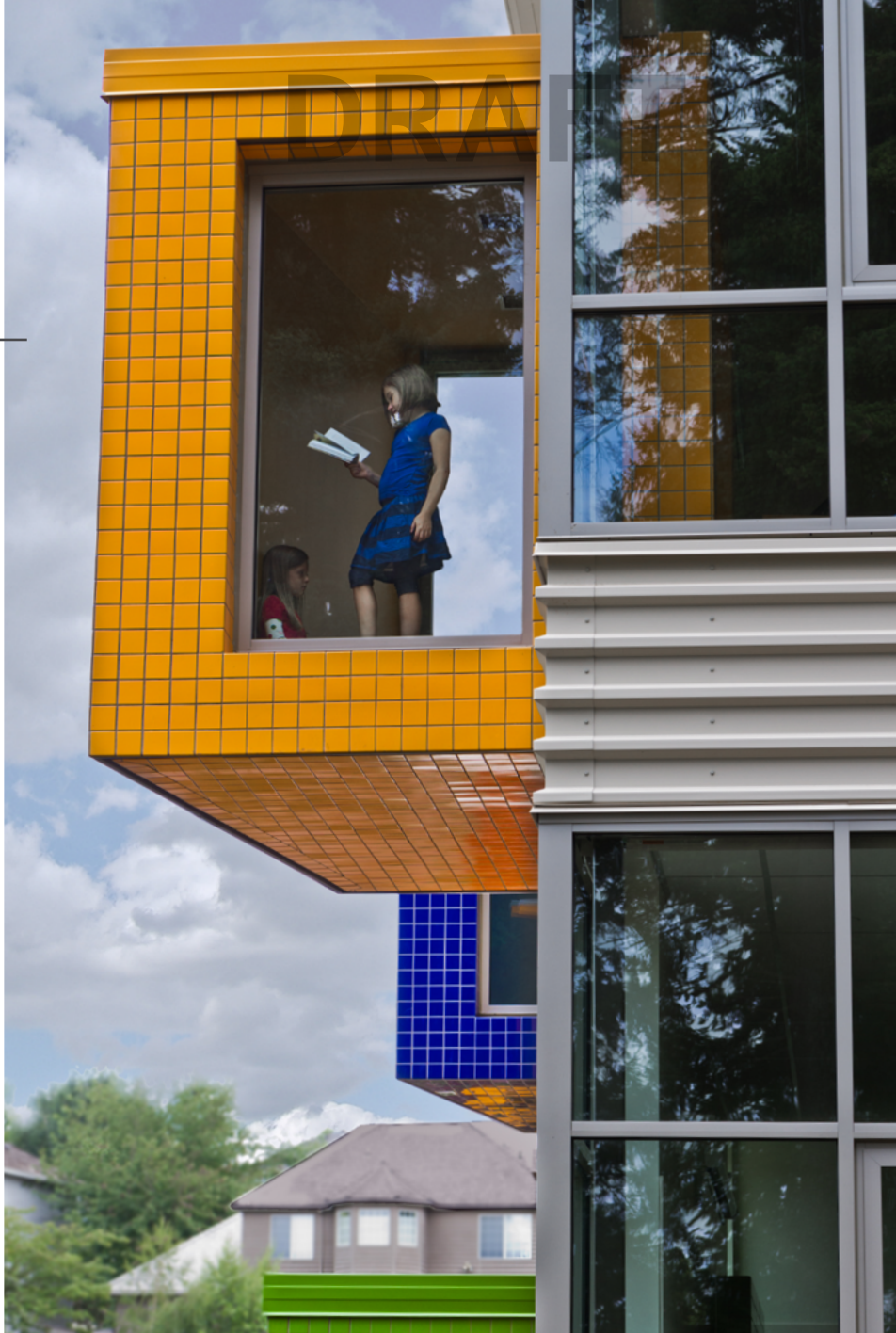
November 7, 2016

13. Adjourn          6:48pm

14. Next Meeting

Long Range Planning November 16, 2016

October 2016



## **WEST LINN - WILSONVILLE SCHOOL DISTRICT**

2014 Capital Bond Program  
Quarterly Report

Q3 2016

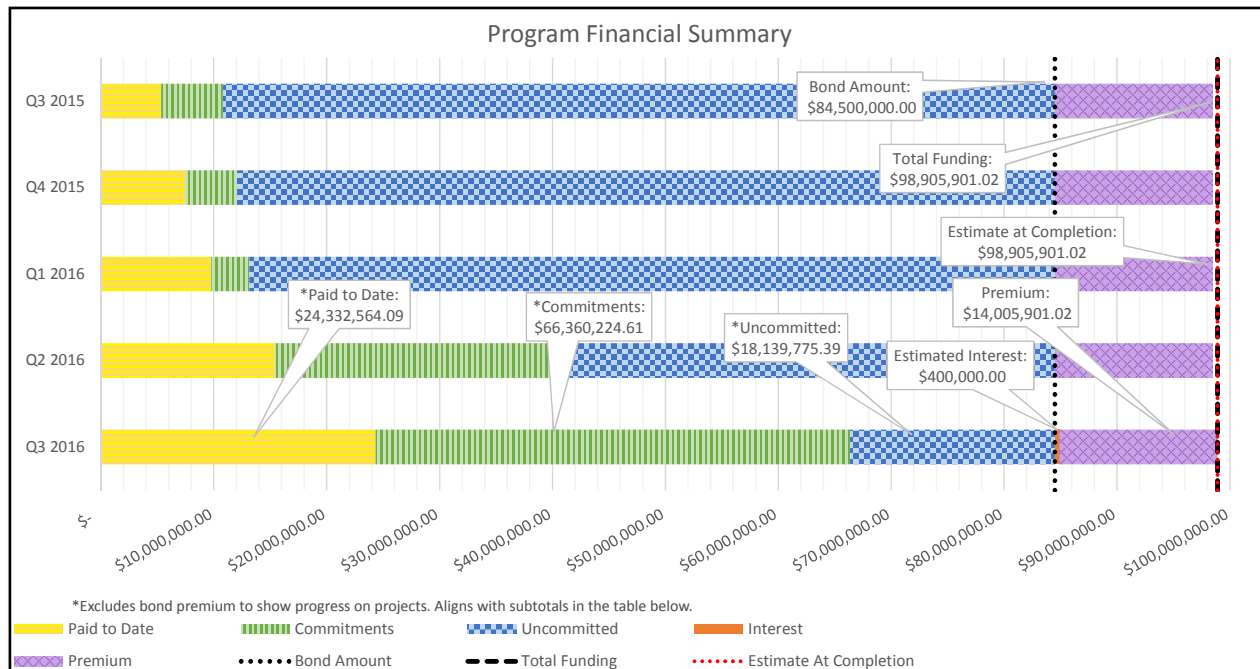




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## PROGRAM SUMMARY

### Q3 2016

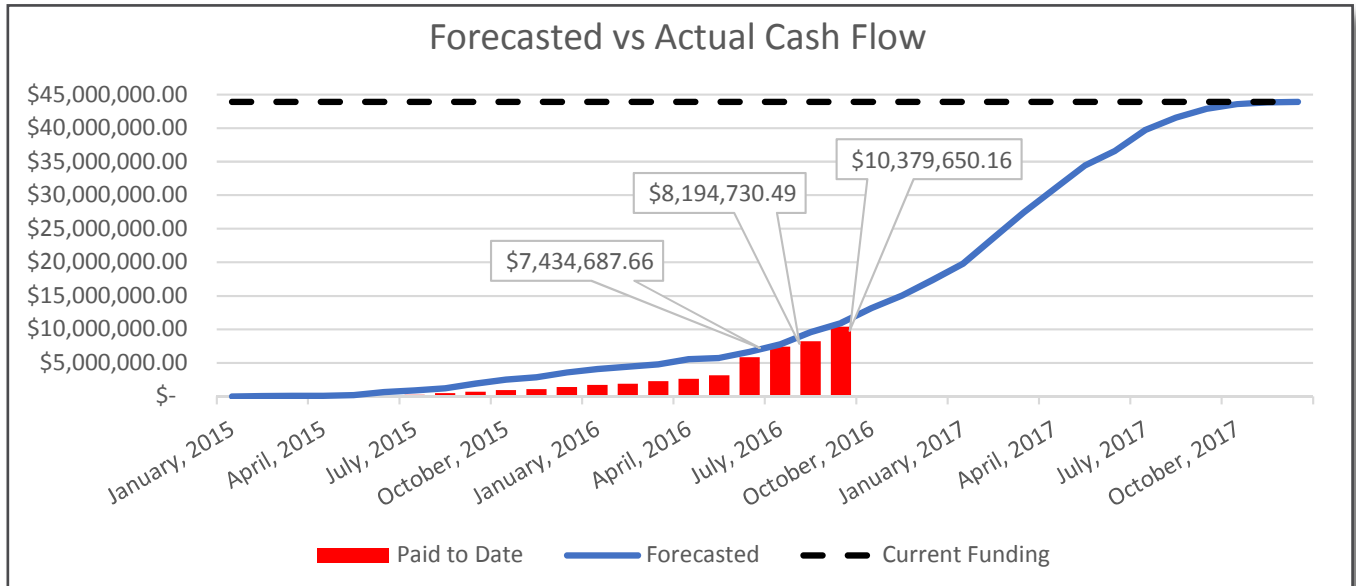


	Original Funding	Approved Changes	Current Funding	Current Commitments	Paid to Date	Estimate At Completion	Forecasted Over/(Under)
New Middle School in Wilsonville	40,000,000.00	3,924,037.61	43,924,037.61	31,716,111.87	10,379,650.16	43,924,037.61	0.00
Sunset Primary School Replacement	24,000,000.00	3,954,498.96	27,954,498.96	21,530,502.44	4,516,696.94	27,954,498.96	0.00
700 Building Renovation & Addition @ WLHS	3,000,000.00	780,344.24	3,780,344.24	3,218,779.95	1,465,614.52	3,780,344.24	0.00
Performing Arts Renovation & Addition @ WHS	3,000,000.00	294,000.97	3,294,000.97	2,983,724.04	1,306,005.33	3,294,000.97	0.00
Technology @ D-W	7,000,000.00	0.00	7,000,000.00	3,818,224.70	3,792,644.70	7,000,000.00	0.00
Safety & Security @ D-W	500,000.00	1,500,000.00	2,000,000.00	453,770.36	391,959.25	2,000,000.00	0.00
Improvements @ D-W	7,000,000.00	3,500,000.00	10,500,000.00	2,639,111.25	2,479,993.19	10,500,000.00	0.00
Subtotals	84,500,000.00	13,952,881.78	98,452,881.78	66,360,224.61	24,332,564.09	98,452,881.78	0.00
*Bond Premium	14,005,901.02	-13,652,881.78	353,019.24	257,464.42	257,464.42	353,019.24	0.00
Estimated Interest Earnings	400,000.00	-300,000.00	100,000.00	0.00	0.00	100,000.00	0.00
Subtotals	14,405,901.02	-13,952,881.78	453,019.24	257,464.42	257,464.42	453,019.24	0.00
<b>Grand Totals</b>	<b>98,905,901.02</b>	<b>0.00</b>	<b>98,905,901.02</b>	<b>66,617,689.03</b>	<b>24,590,028.51</b>	<b>98,905,901.02</b>	<b>0.00</b>

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

- Bids have been received for all four major construction projects and were within final estimates and current funding.
- Commitments increased significantly for the second quarter in a row due to execution of the construction contract for Meridian Creek Middle School. Expenditures during this quarter rose sharply as expected with all four major projects in full swing. This is expected to continue through the next quarter.
- The successful design and bid results for the four major projects have provided the Bond Management Team with confidence in those project budgets. An initial interest earnings estimate was provided by the Business Office in the amount of four hundred thousand dollars. The remaining bond premium funds totalled nearly \$4.8 million. These factors allowed the Bond Management Team to move forward with two initiatives in the program:
  - The district-wide safety assessment provided by Elert & Associates recommended a number of safety improvements across the District. Bond premium and interest funds in the amount of \$1.5 million have been allocated to complete a number of the recommended improvements.
  - The construction market conditions that impacted the major projects have had a similar impact on the district-wide improvements. Additionally, some district-wide improvements weren't originally funded due to limited bonding capacity. Bond premium and interest funds in the amount of \$3.5 million have been allocated to adequately fund the promised projects as well as a number of additional projects.
- Design was launched in September for several projects targeted for construction in summer 2017. These projects include renovation work at Boeckman Creek and Bolton Primary Schools as well as the enclosure of the outdoor learning areas at Trillium Creek Primary School.
- The next wave of smaller projects is being planned for completion over the next year including energy efficient lighting upgrades, mechanical equipment replacement and roofing.

## MERIDIAN CREEK MIDDLE SCHOOL Q3 2016



	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	PLANNED																																					
	ACTUAL																																					
Permit	PLANNED																																					
	ACTUAL																																					
Construct	PLANNED																																					
	ACTUAL																																					

### Recent Activities:

- The early site package was completed on schedule and within budget. This project includes significant ground improvements, site utilities, structural building pad, and a haul road that will become NW 63rd avenue.
- The Right of Way Agent has been communicating with neighbors regarding necessary ROW easements and acquisitions associated with required ROW work.
- Bids for the building package were received June 30, 2016. The low bidder was Robinson Construction and due to favorable bids the District was able to accept all of the alternates. The alternates include: maker space and technology classrooms, a band and choir addition, an auxiliary gymnasium, main gym bleachers, mobile casework and track and field.
- Robinson Construction was given Notice to Proceed and construction is underway.
- Underground utilities at the building are complete as well as concrete footings and foundations.
- Concrete floor slab pours have begun.
- Mass grading for the parking lots and sports field is largely complete.

### Upcoming Activities:

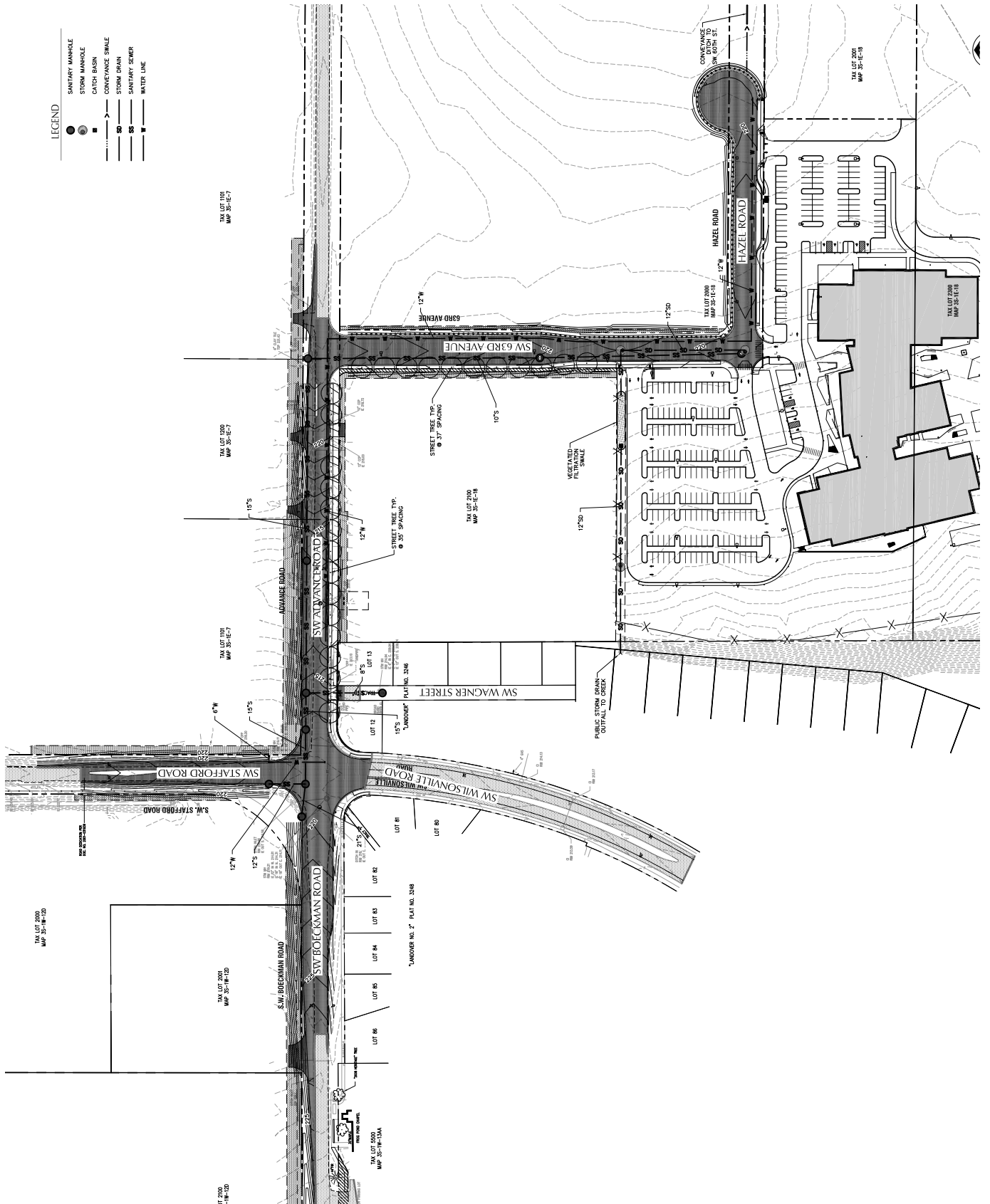
- Complete concrete floor slab pours.
- Wall framing is expected to begin by the end of October.

## Q3 2016

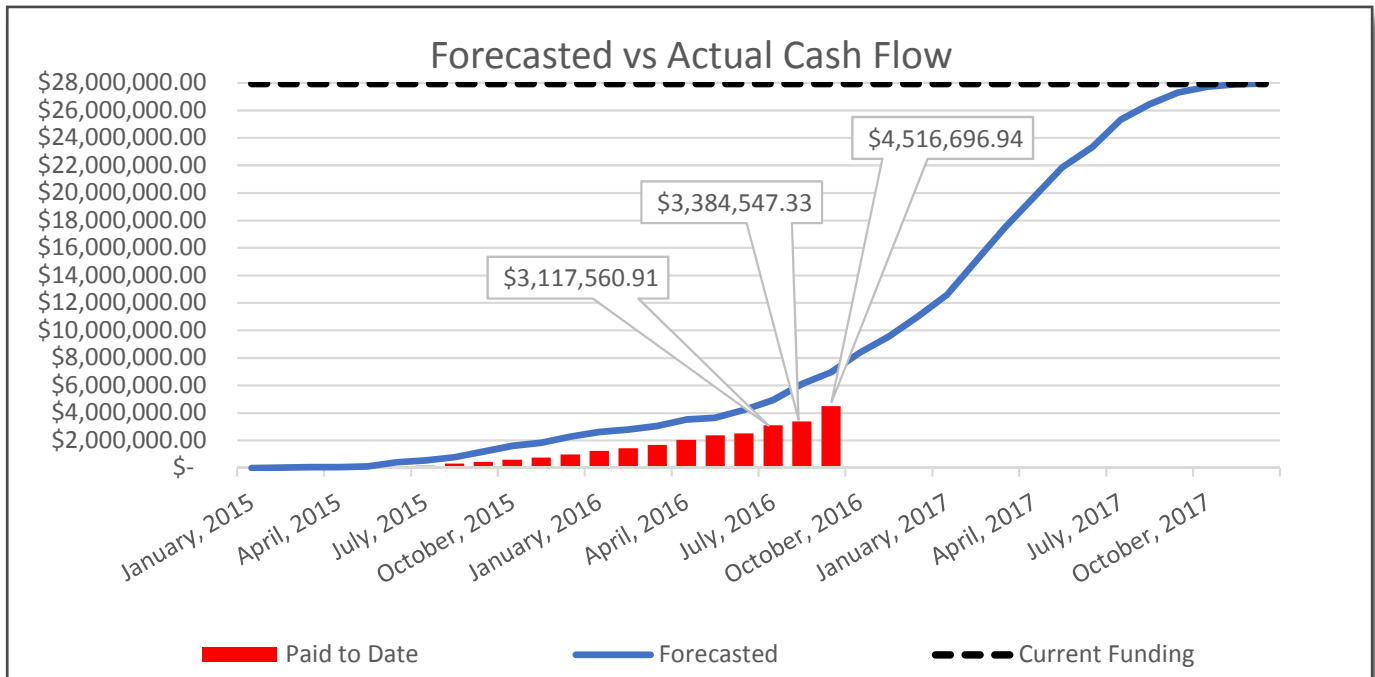














## SUNSET PRIMARY SCHOOL REPLACEMENT Q3 2016



	2014		2015												2016												2017											
	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																																						
																																						
Permit																																						
																																						
Construct																																						
																																						

### Recent Activities:

- The appeal to the Oregon Land Use Board of Appeals by petitioners David Dodds and Save our Sunset Park remains in process. The motion for stay filed June 27 was denied July 11, 2016. A subsequent request by petitioners for reconsideration of that denial was also denied. Therefore construction may continue while the appeal is in process.
- Bids were received for the Direct Digital Controls package. Clima-Tech Corporation was the low bid and a contract was executed August 22, 2016. The controls contract is within budget.
- The contractor mobilized and began work on the project. Start of construction was delayed by three weeks due to the land use process.
- Mass earthwork was largely complete prior to start of school, as well as underslab utility work and utilities in the right-of-way. In addition to completing footings and foundations, some of the concrete floor slab is in place and preparations are well underway for the rest.

### Upcoming Activities:

- The next step in the LUBA appeal process is to settle the record from the City land use process. The District has not been notified that the record is settled. After the record is settled parties will submit briefs making their case to LUBA.
- Concrete slabs are expected to be complete and framing walls begun by the end of October.
- The abatement package is expected to be advertised October 3 and 5, 2016.



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## SUNSET PRIMARY SCHOOL REPLACEMENT Q3 2016







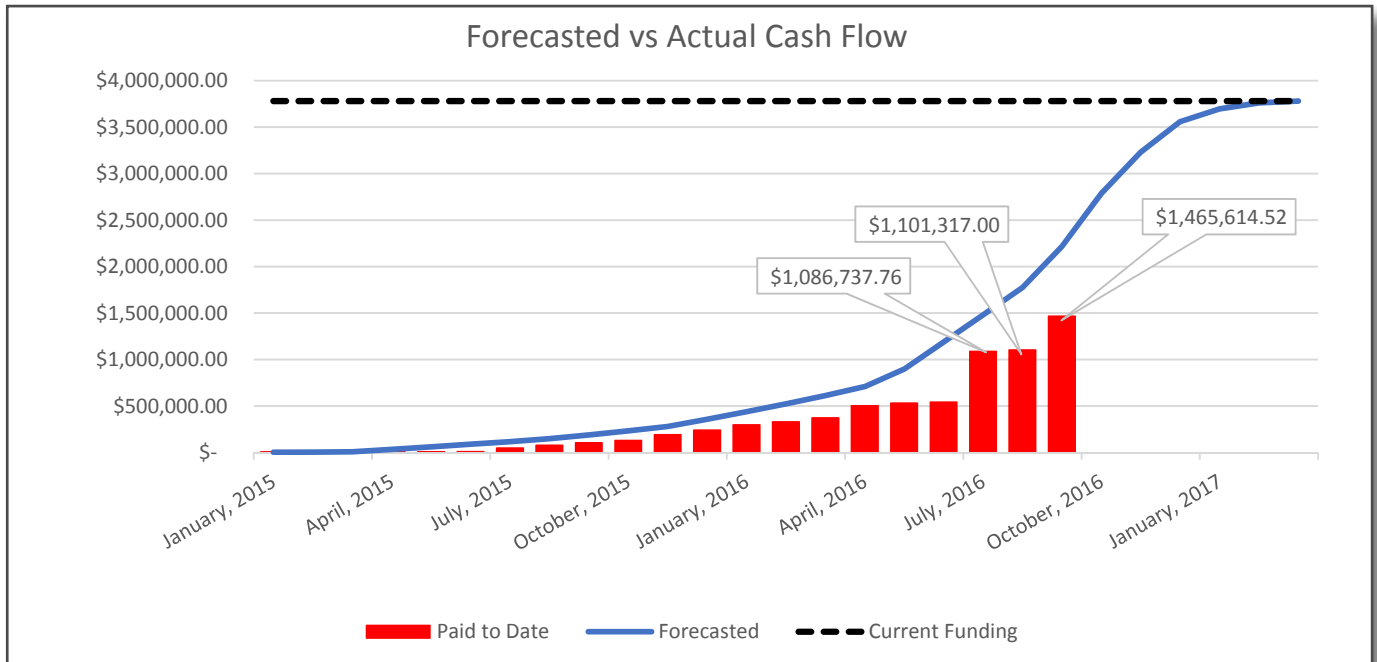


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## SUNSET PRIMARY SCHOOL REPLACEMENT Q3 2016



## 700 BUILDING RENOVATION & ADDITION AT WLHS Q3 2016



	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>																																			
			<div>ACTUAL</div>																																			
Construct													<div>PLANNED</div>																									
													<div>ACTUAL</div>																									

### Recent Activities:

- Unforeseen conditions during construction have extended the construction duration to the end of the academic semester in January.
- Bus lane complete
- Concrete sidewalks and ramps complete
- Landscaping and irrigation began

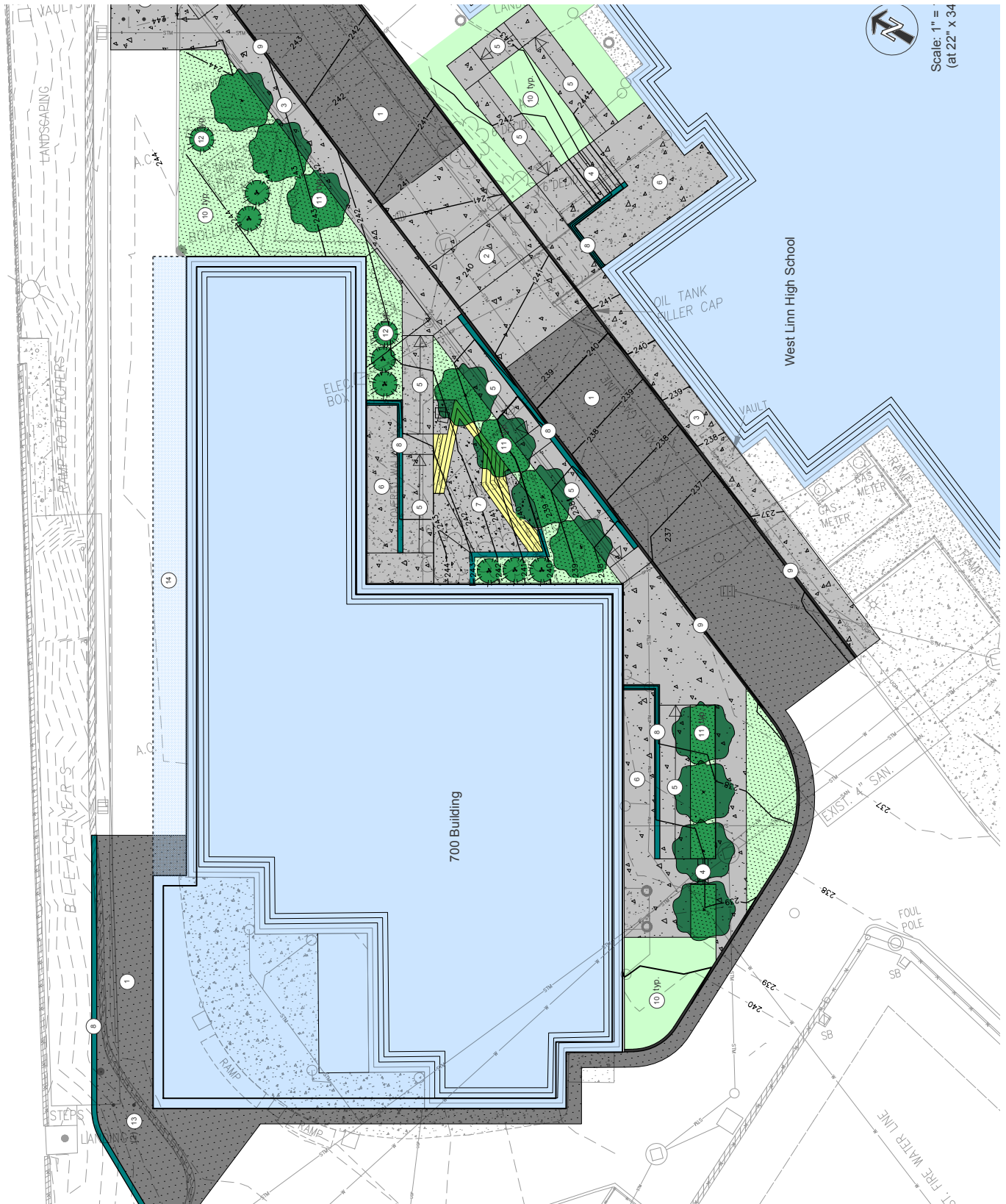
### Upcoming Activities:

- Roof installation.
- Painting building exterior.
- Window and doors.
- Interior framing.
- Mechanical, electrical and plumbing.
- Finishes.



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700 BUILDING RENOVATION & ADDITION AT WLHS  
Q3 2016



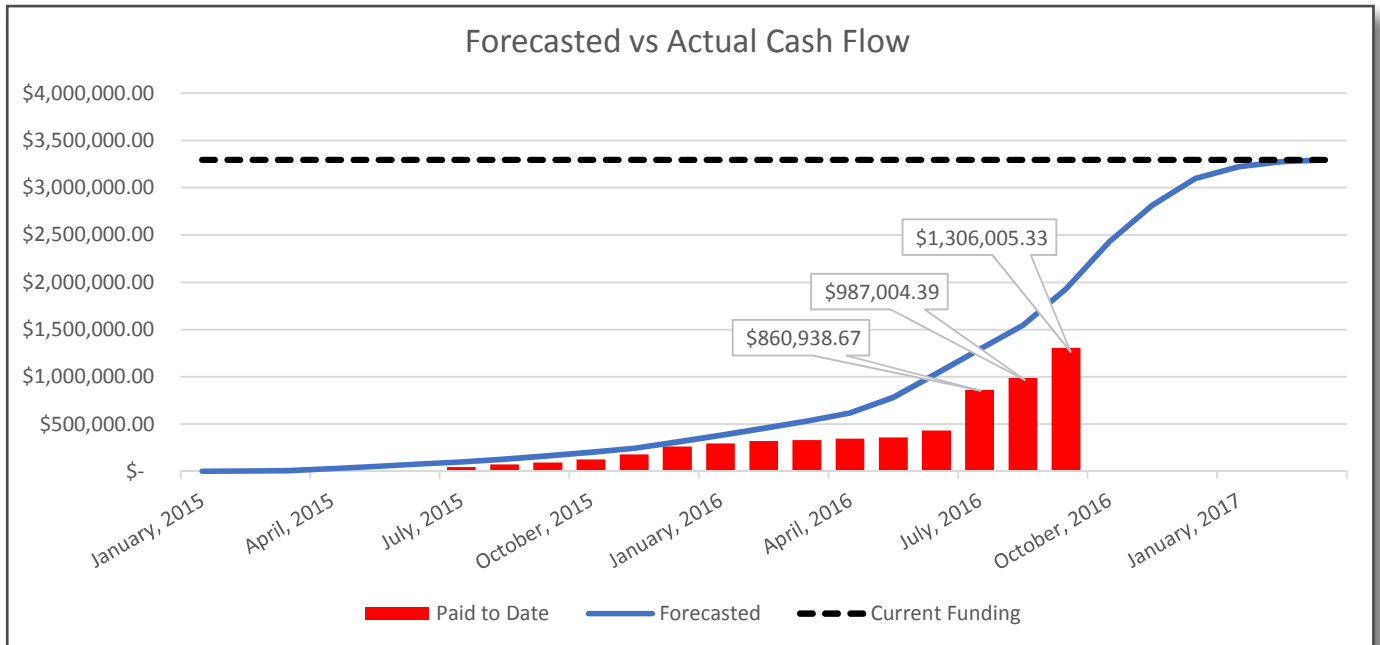


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## 700 BUILDING RENOVATION & ADDITION AT WLHS Q3 2016



## PERFORMING ARTS RENOVATION & ADDITION @ WHS Q3 2016



	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>																																			
Permit			<div><div>PLANNED</div><div>ACTUAL</div></div>																																			
Construct													<div><div>PLANNED</div><div>ACTUAL</div></div>																									

### Recent Activities:

- Unforeseen conditions during construction have extended the construction duration to the end of the academic semester in January.
- The new bus lane was paved.
- New sidewalks are well underway.
- Landscaping and irrigation began.

### Upcoming Activities:

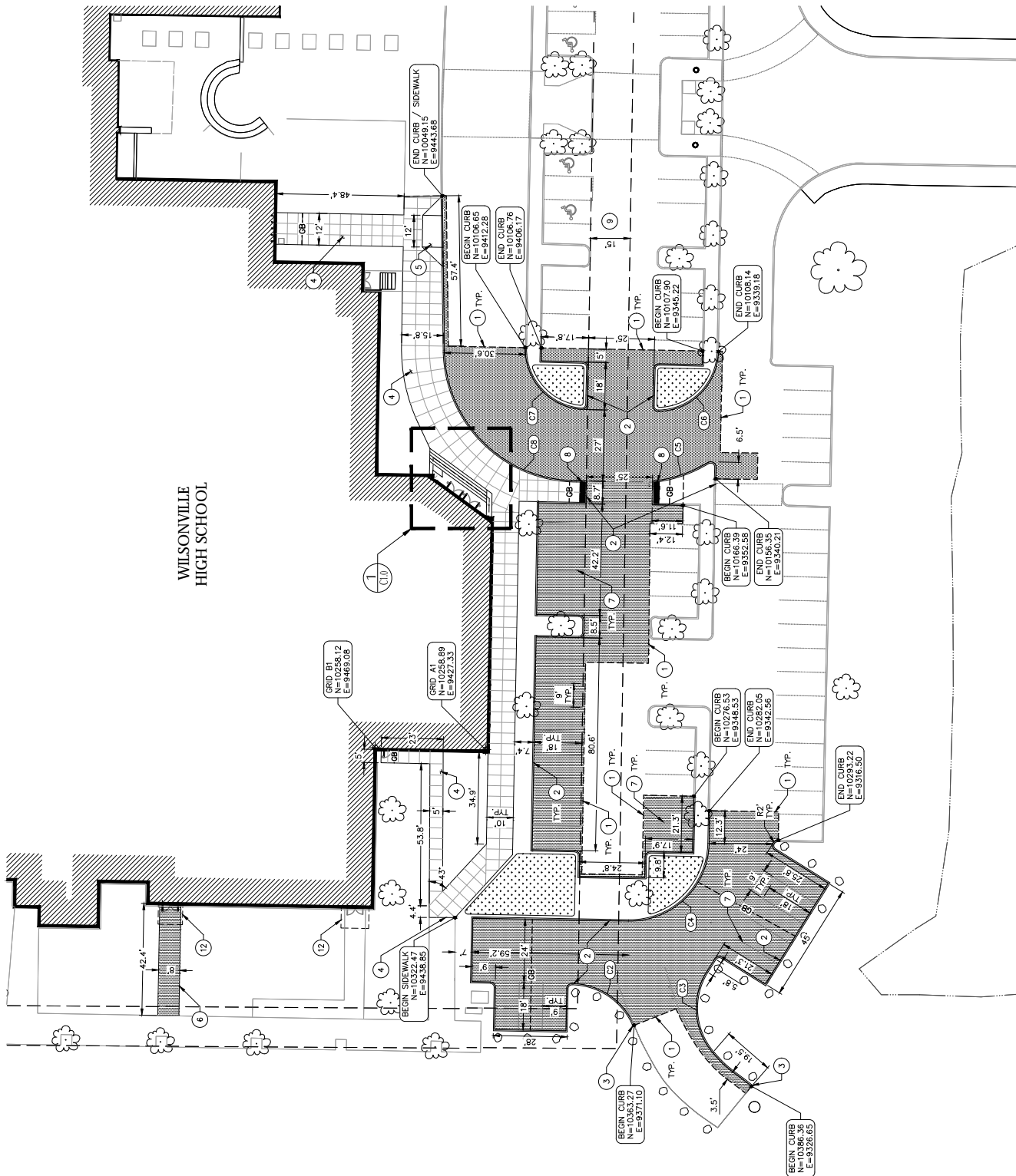
- Structural steel and roof.
- Concrete floor for addition.
- Exterior walls for addition.
- Concrete choir risers.
- Mechanical, electrical and plumbing.
- Finishes.



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# PERFORMING ARTS RENOVATION & ADDITION @ WHS

Q3 2016



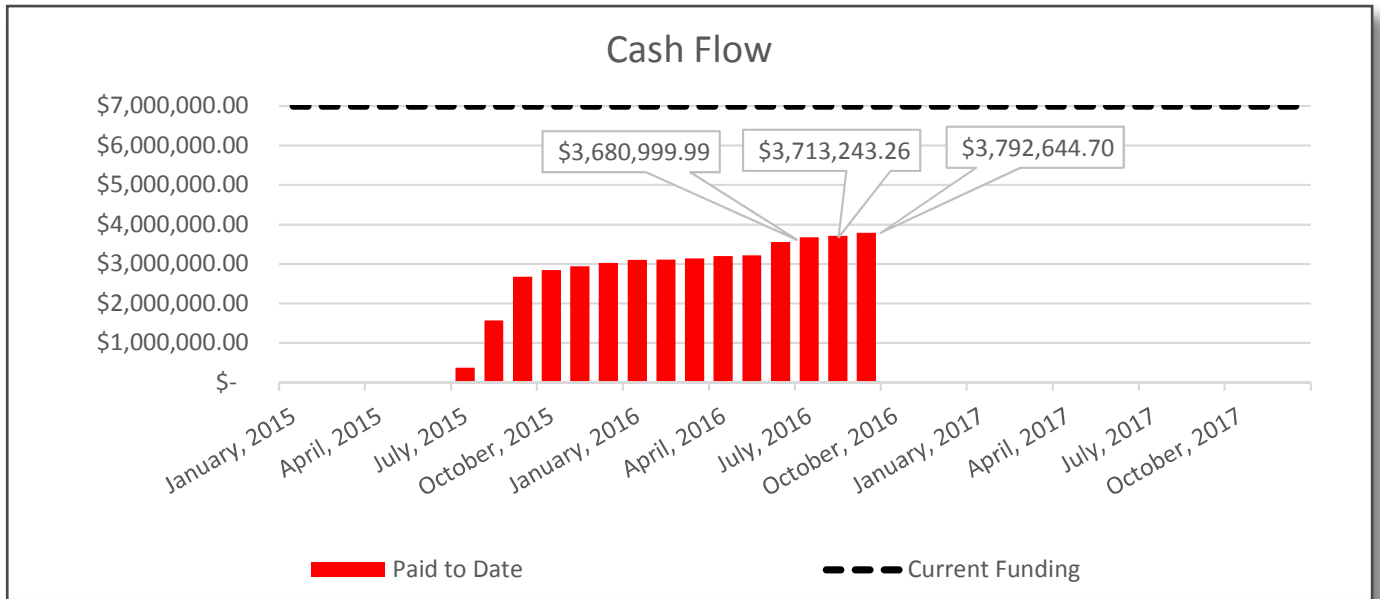


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## PERFORMING ARTS RENOVATION & ADDITION @ WHS Q3 2016







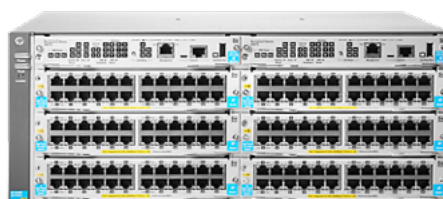
The first major wave of student device updates was completed in the summer of 2015. The next large-scale device update is currently planned for summer of 2017. The primary purpose of staggering these updates is to disperse the financial load of updating obsolete devices across multiple fiscal years. The second goal is to ensure that some current devices are available and in use at all times. The third reason is to balance staff time between installing new devices and routine summer maintenance operations.

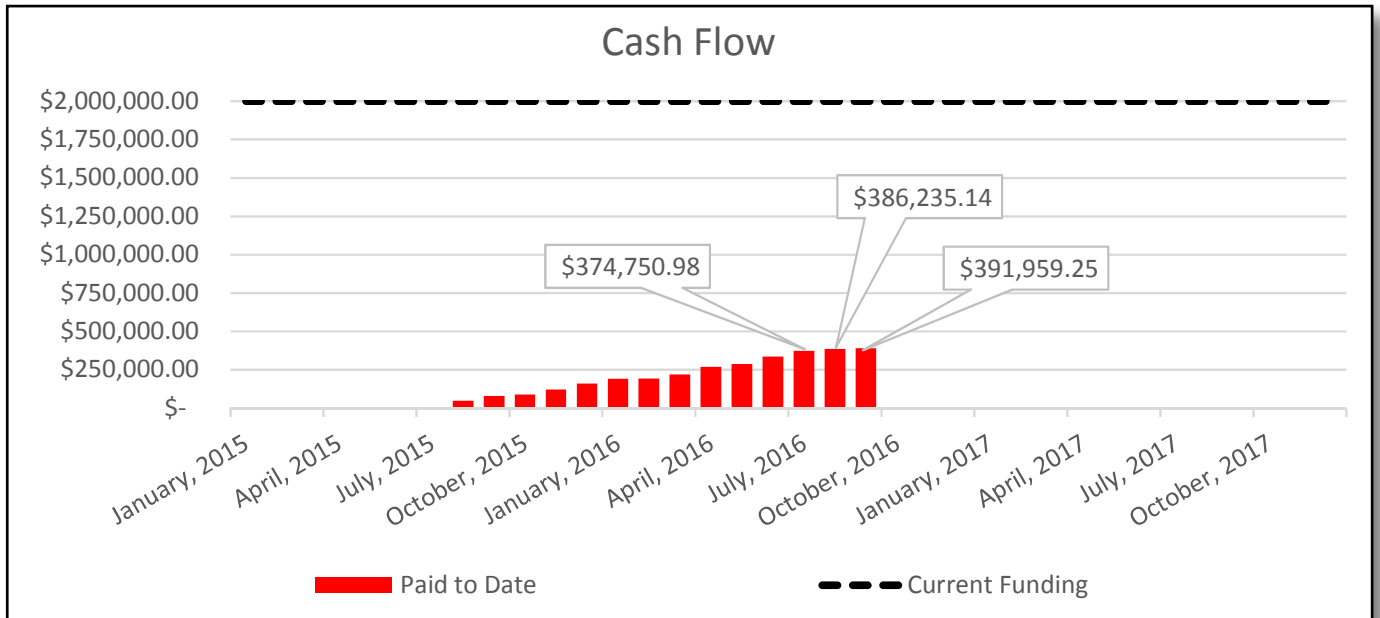
### Recent Activities:

- Server Updates
- County Fiberoptic Internet Upgrades
  - Sunset Primary
  - Athey Creek Middle
  - Stafford Primary
  - Rosemont Ridge Middle
  - Lowrie Primary
- Device Updates
- WAN Updates

### Upcoming Activities:

- WAN Updates
- Planning for summer 2017 district-wide rollout
- Planning for rollout at two new schools





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 has 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:

- The district-wide safety assessment provided by Ewert & Associates recommended a number of safety improvements across the District. Bond premium and interest funds in the amount of \$1.5 million have been allocated to complete a number of the recommended improvements.
- A draft emergency response plan was received and is under review
- Review of Federal and State law and policy
- Safety reviews of new project designs

#### Upcoming Activities:

- Continue review of Federal and State law and policy around school safety.
- Continue safety reviews of new project designs.

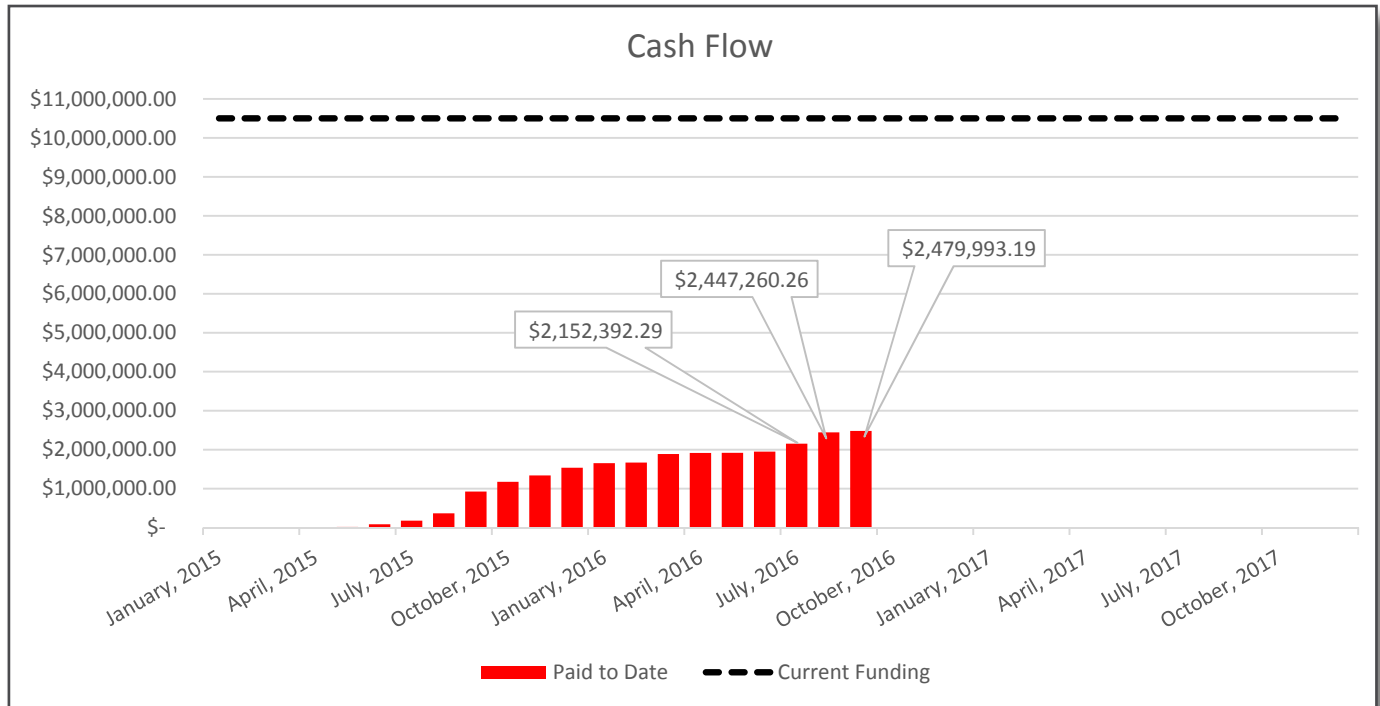


## DISTRICT-WIDE IMPROVEMENTS

Q3 2016

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.

The construction market conditions that impacted the major projects have had a similar impact on the district-wide improvements. Additionally, some district-wide improvements weren't originally funded due to limited bonding capacity. Bond premium and interest funds in the amount of \$3.5 million have been allocated to adequately fund the promised projects as well as a number of additional projects.



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

School	Task	Status
Rosemont Ridge	Baseball field drainage	Complete
Rosemont Ridge	Play equipment	Complete
Stafford Primary	Playground drainage	Complete
Stafford Primary	Play equipment	Complete
Willamette Primary	Play equipment	Closeout

#### Notes:

Contracts have been secured for all work. Work is complete at Rosemont Ridge Middle School and Stafford Primary School. The Willamette PTA provided funds for additional play equipment, which will be installed in October.



## DISTRICT-WIDE IMPROVEMENTS Q3 2016

### 15010 – Painting @ ST, WM, WHS

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

#### **Project Status:**

This project is complete.



### 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	Summer 2017

#### **Project Status:**

The work at West Linn High School will require design assistance and a contractor and will occur summer 2017.



Q3 2016

## **15038 – Foldable Partition @ IWD**

### **Project Status:**

This project is complete.



## **15039 – Playground @ B0**

### **Project Status:**

This project is complete.



Q3 2016

## **16042 – Wall @ ATHS**

### **Project Status:**

This project is complete.



## **16024 – Renovation @ B0**

### **Project Status:**

This project includes the renovation of a portion of the lower level at Bolton Primary School to create usable space out of the unused locker rooms. It also includes renovation of the front office area to create a secure entry vestibule. Design for this project began in September and will continue through the fall. Construction is expected to occur in the summer of 2017.

## **16025 – Renovation @ BC**

### **Project Status:**

This project includes the renovation of porch spaces by replacing the existing foldable partitions with permanent walls and windows. Additionally, the aging fire sprinkler system will be replaced and various energy efficient lighting replacements will occur. It may also include renovation of the front office area to create a secure entry vestibule. Design for this project began in September and will continue through the fall. Construction is expected to occur in the summer of 2017.

## **16041 – Enclosure @ TCPS**

### **Project Status:**

This project includes the enclosure of two outdoor learning spaces to improve the usability of the spaces during inclement weather.

# CONSTRUCTION TERMINOLOGY

Q3 2016

## **Design Phases:**

Education Specification Group Planning: This phase involves activities that focus on research and preliminary concept studies to develop a course for the project design to follow. Examples of activities include the Design Team developing an understanding of the District and needs of the project through:

Confirmation of existing conditions, preliminary concepts and visioning, Lessons learned, and refinement of project scope, space requirements, schedule and budgets.

The role of the Ed Spec Group is to provide input to the Design and Management Team during early Design phases on projects that involve significant changes to the existing facilities or are new construction. The Group is made up of both internal and external stakeholders such as Teachers, Parents, and community members.

Schematic Design (SD): Schematic Design centers around refinement of design options developed from conceptual ideas into preliminary designs. During SD, preliminary design elements are developed include general building orientation, gross square footage and initial internal configurations, and overall project scope continues to be refined.

Design Development (DD): The firming up of the design takes place during the DD phase. Major systems are thoroughly designed/engineered, internal elevations are developed, coordination between building systems and components are coordinated, major conflicts are identified and resolved, a detail cost estimate is developed, and schedule evaluations are conducted.

Construction Documents (CD): The purpose of CDs is to finalize all the technical aspects of the design. Major design changes should be complete at this point and the Design Team should be focused on the details in order to ensure conflicts in the design are resolved before the project is put out for public bidding.

## **Contractor Selection Methods:**

Prequalification: Qualifications based selection is a method that allows a public agency to pre-select qualified contractors that will be allowed to participate in the competitive bidding process for a project. A qualifications based process will provide a select pool of bidders that demonstrate all the key qualities the District feels are critical to a successful contractor, such a K-12 experience, knowledgeable and skilled site staff and solid background in working on intricate and complex projects. This pool of bidders would then compete in a traditional bid process to select the firm to build the project.

Design-Bid-Build: The preferred procurement method of the District is a traditional method to select a general contractor. The contractor with the lowest complete bid will be awarded the project.

## **Permit Phases:**

Permitting: The permitting phase of a project begins early in the project design and continues into construction.

Land Use Process: Major developments must go through a land use process. This phase of permitting typically involves a submittal of a planned development to a governing body such as a development review board through a land use or conditional use permit application. During this process the community is encouraged to comment in public session and staff creates recommendations and conditions for the approval.

General Building Permit: Following the land use process, the building permit will include compliance conditions received and accepted during land use process. The building design is reviewed for compliance with city building code and a permit is issued when comments have been addressed and the design approved.