



West Linn – Wilsonville Schools

Bond Oversight Committee Meeting
Administration Building
22210 SW Stafford Rd, Tualatin, OR 97062
February 1, 2017, 6:00 PM

Agenda

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

David Lake	Samy Nada
Doris Wehler	R. B. Brandvold
Kent Wyatt	Grady Nelson
Mike Jones	Chelsea Martin (Board Liaison)
Kathy Ludwig	Tim Woodley
Remo Douglas	Tony Vandenberg
Amy Berger	Andrew Kilstrom (Reporter)
3. The Bond Oversight Quarterly Report, Quarter 4, 2016 was handed out as a draft. Tim walked the group through the draft of the report.
 - a. The program financial summary was reviewed. Currently the bond has paid out about 35 million dollars to date, with 2/3 of the overall money committed either in money already spent or contracts approved.
 - b. All 4 main projects are under construction. Over 11 Million dollars was spent in the 4th quarter of 2016.
 - c. There is confidence in the new schools project budgets as almost all unknowns are known at this point.
 - d. This quarter we have included some summer projects slated for this summer 2017. This work includes enclosing the outdoor classrooms at Trillium Creek just as we did at Lowrie last year, also a Middle School Refresh Project to paint, replace carpet, and fix up all 3 existing middle schools before school opens 2017-2018. There are also lighting projects as well as roofing at multiple schools. There is a plan for a new entry at WHS to create a new plaza that will have some safety and security features as well as design elements. There will also be fencing added at Cedaroak Park to help secure the site. Lastly there is a renovation starting this spring at the district operations center to help with growing needs of the department and records storage.
4. Meridian Creek Middle School
 - a. The budget is right along track.
 - b. There has been some weather related circumstances this year and the schedule is being worked out with the contractor. They will still be complete on time.
 - c. The public improvements project bid late December and bids came in very favorably compared to the estimate. That work will include creating new Hazel

Rd and 63rd Ave as well as improvements at the 4-way intersection at Boeckman Rd, Wilsonville Rd, Advance Rd & Stafford Rd which includes sidewalks and a signal light.

- d. The public improvement project started this week and is required to be complete before the opening of school 2017-2018. The school district is working with the City of Wilsonville to coordinate road closures and traffic.

5. Sunset Primary School

- a. Construction is underway at Sunset and is on track for completion for school opening fall 2017.
- b. As soon as school is out the current Sunset will be emptied and furniture will be inventoried and the new school will open with all new furniture. All staff boxes, etc. will be put in trailers and then when the building is ready the trailers will be emptied into the new space.
- c. We signed a contract with an abatement contractor for the existing building. That work will be done after school is out in June on a tight schedule due to weather causing the end of school to be pushed. After the school is abated the contractor will take down the building and turn that space into parking and landscaping, street improvements and curbs.
- d. The LUBA case had 3 points of contention. One was the variance for bicycle and car parking being further away. That was denied and the district prevailed. The second was about the use of the park site the district purchased from the city and it was also denied and the district prevailed. The third was a procedural matter that LUBA remanded back to the city council to remedy. It was regarding the storm water management plan. The city council imposed new conditions, including making the pond smaller and adding a liner. That change and revising it never had a public hearing and so now West Linn City Council will meet on Monday, February 06, 2017 to determine how to procedurally remedy that. To date the storm water management pond has been constructed in accordance with the city engineered approved plan.

6. West Linn High School 700 Building

- a. This project was originally scheduled to be done in December. Due to some unforeseen circumstances as the project will not be done in December but has been pushed out to January. The school semester change was actually moved a week due to snow and the construction will align with the start of the next semester in early February.
- b. This project budget is doing well and the building is beautiful and fits in the space very well.

7. Wilsonville High School Performing Arts

- a. This project is behind schedule and will miss the change of semester in early February. The district has struggled with the contractor to keep up and we won't be able to take occupancy until mid to late February.
- b. This project budget is doing well and the project looks very nice. The new spaces are done with high quality and will be a very nice addition to the school.

8. Tech

- a. Technology continues with small projects for now with the next districtwide tech upgrade rollout is being geared up for this summer.

9. Safety and Security received the recommended add of \$1.5 Million to get the total project budget to \$2 Million. This project will include the fencing project at Cedaroak Park Primary this summer as well as part of the plaza entry for WHS among other smaller projects. All glass being added or replaced in the district will be impact resistant glass up to 7 feet. The new schools have this as well as the high school remodel projects.

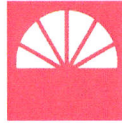
10. District-Wide Projects

- a. There are some new projects gearing up for next summer including roofing replacement at various schools in the district, lighting replacement around the district including gym lighting and commons lighting to energy efficient lighting. Other projects are the 2 classrooms at Trillium Creek Primary, the Middle School Refersh, the Entry and WHS and a spring project renovating at the District Operations Center.
- b. We are projecting continuing with districtwide projects for the summer 2018 as well as likely some in the summer of 2019.

11. Adjourn 7:03 pm

12. Next Meeting

Long Range Planning March 15, 2017



West Linn – Wilsonville Schools

**2014 Bond Oversight Committee Meeting
Administration Building
22210 SW Stafford Rd, Tualatin, OR 97062
Wednesday, February 1, 2017 6:00 PM**

2014 Bond Oversight Committee Meeting

Agenda

1. Call to Order
2. Roll Call
3. Presentation of 4th Quarter 2016 Bond Report
4. Discussion: Report to School Board

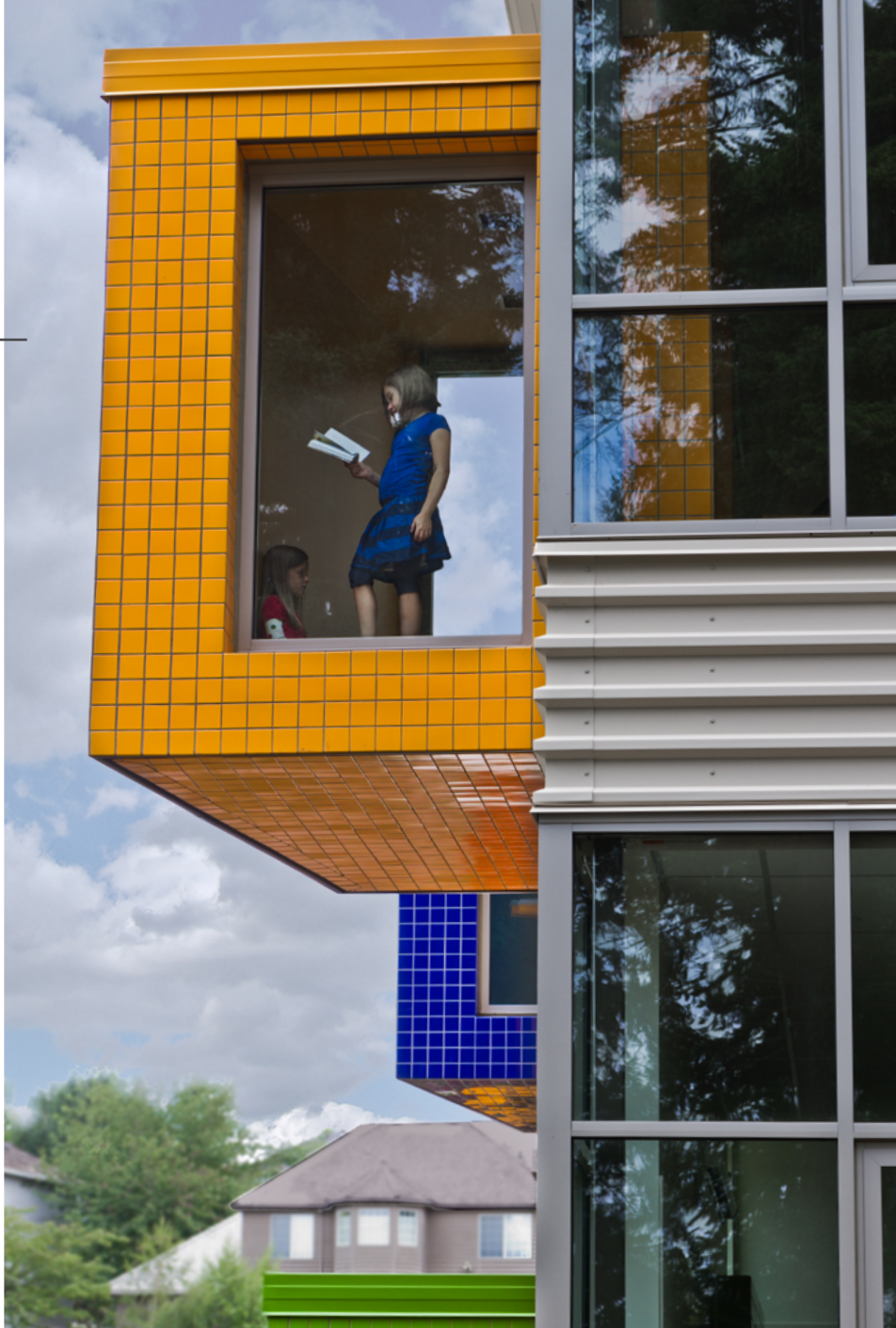
Adjourn

Bond Oversight Committee Guidelines

The Long Range Planning Committee, in providing 2014 Bond Oversight, will actively monitor and regularly report to the School Board on the progress of the bond program. Responsibilities include the following:

1. Ensure bond revenues are used for purposes consistent with the Long Range Plan, the voter-approved ballot measure 3-456, and state law.
2. Meet at least quarterly to review expenditure reports, project plans, and progress reports. Provide quarterly and annual written reports and presentations of capital bond progress and finances to the Board at a regularly scheduled School Board meeting.
3. Communicate key 2014 Capital Bond progress and information to community stakeholders through a variety of methods.

January 2017



WEST LINN - WILSONVILLE SCHOOL DISTRICT

2014 Capital Bond Program
Quarterly Report

Q4 2016

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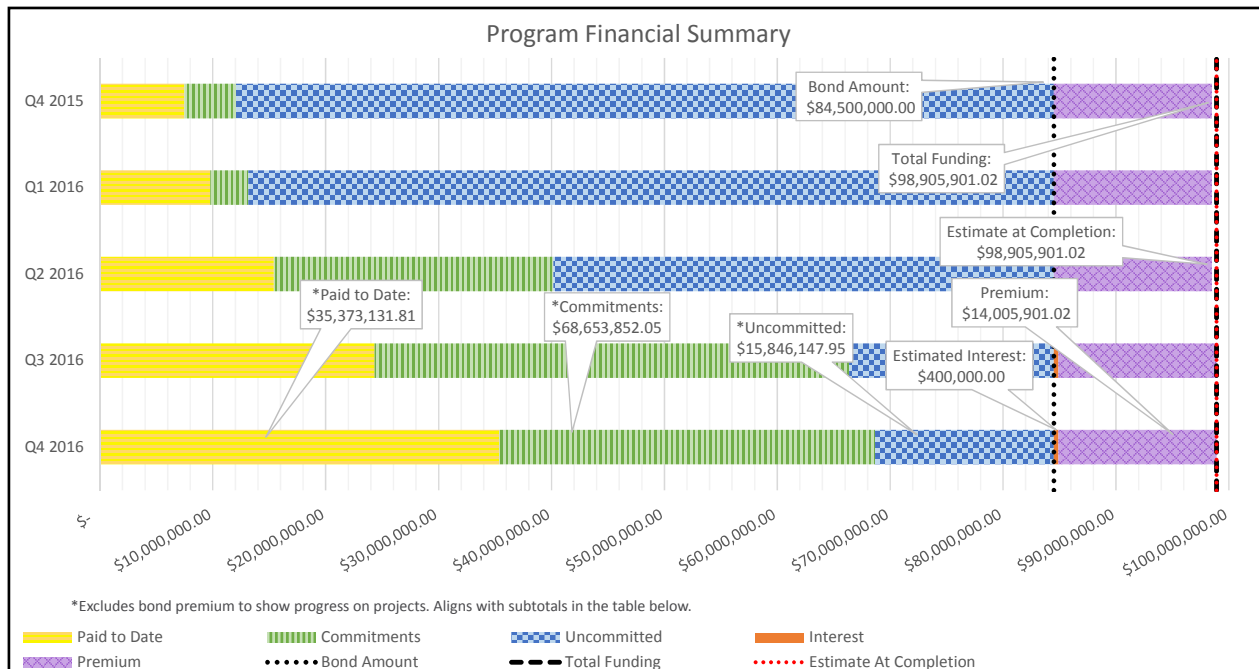
Q4 2016



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PROGRAM SUMMARY

Q4 2016



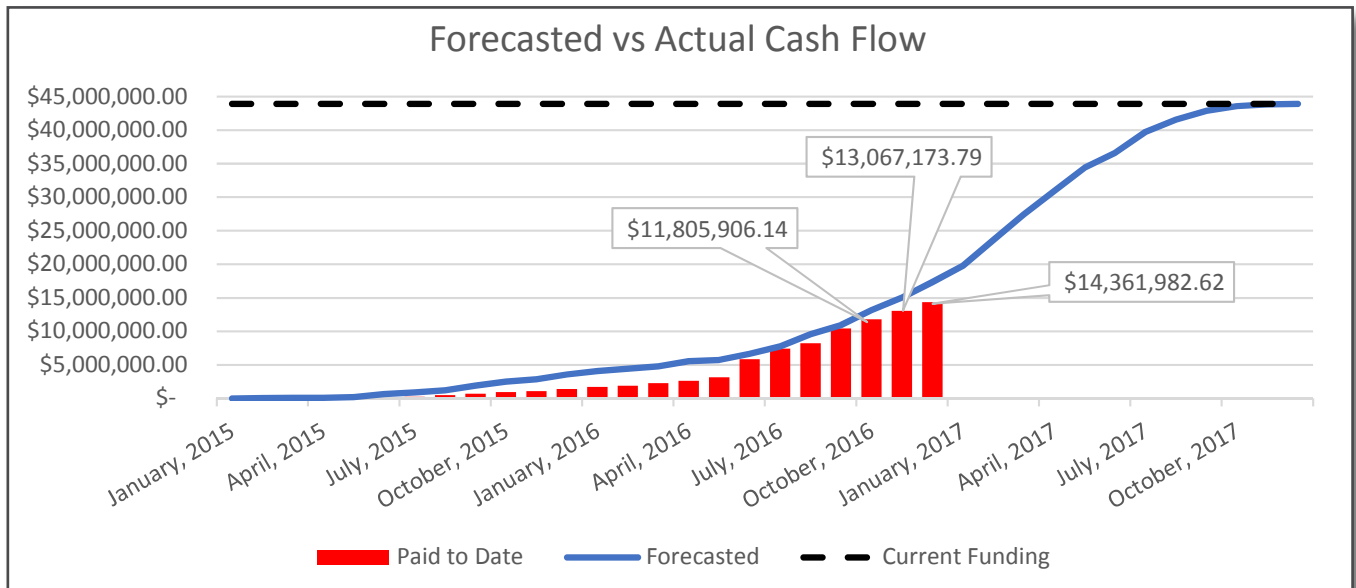
	Original Funding	Approved Changes	Current Funding	Current Commitments	Paid to Date	Estimate At Completion	Forecasted Over/(Under)
New Middle School in Wilsonville	40,000,000.00	3,924,037.61	43,924,037.61	32,764,239.36	14,361,982.62	43,924,037.61	0.00
Sunset Primary School Replacement	24,000,000.00	3,954,498.96	27,954,498.96	21,901,675.19	8,759,954.32	27,954,498.96	0.00
700 Building Renovation & Addition @ WLHS	3,000,000.00	780,344.24	3,780,344.24	3,469,748.42	2,823,884.47	3,780,344.24	0.00
Performing Arts Renovation & Addition @ WHS	3,000,000.00	294,000.97	3,294,000.97	3,016,355.76	2,210,357.98	3,294,000.97	0.00
Technology @ D-W	7,000,000.00	0.00	7,000,000.00	4,147,222.76	4,121,642.76	7,000,000.00	0.00
Safety & Security @ D-W	500,000.00	1,500,000.00	2,000,000.00	465,909.63	411,611.42	2,000,000.00	0.00
Improvements @ D-W	7,000,000.00	3,500,000.00	10,500,000.00	2,888,700.93	2,683,698.24	10,500,000.00	0.00
Subtotals	84,500,000.00	13,952,881.78	98,452,881.78	68,653,852.05	35,373,131.81	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
Grand Totals	98,905,901.02	0.00	98,905,901.02	68,911,316.47	35,630,596.23	98,905,901.02	0.00

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

- All four major construction projects are under construction.
- Expenditures during this quarter exceeded eleven million dollars with all four major projects underway.
- Over 35% of current funding has been spent.
- The Bond Management Team continues to have confidence in the new school project budgets.
- Estimates were received for several projects targeted for construction in summer 2017. These projects are:
 - Enclosure @ TCPS
 - Roofing Replacement @ D-W
 - Lighting Replacement @ D-W
 - Middle School Refresh
 - Entry @ WHS
 - Fencing @ COP
 - Renovation @ DOC

MERIDIAN CREEK MIDDLE SCHOOL

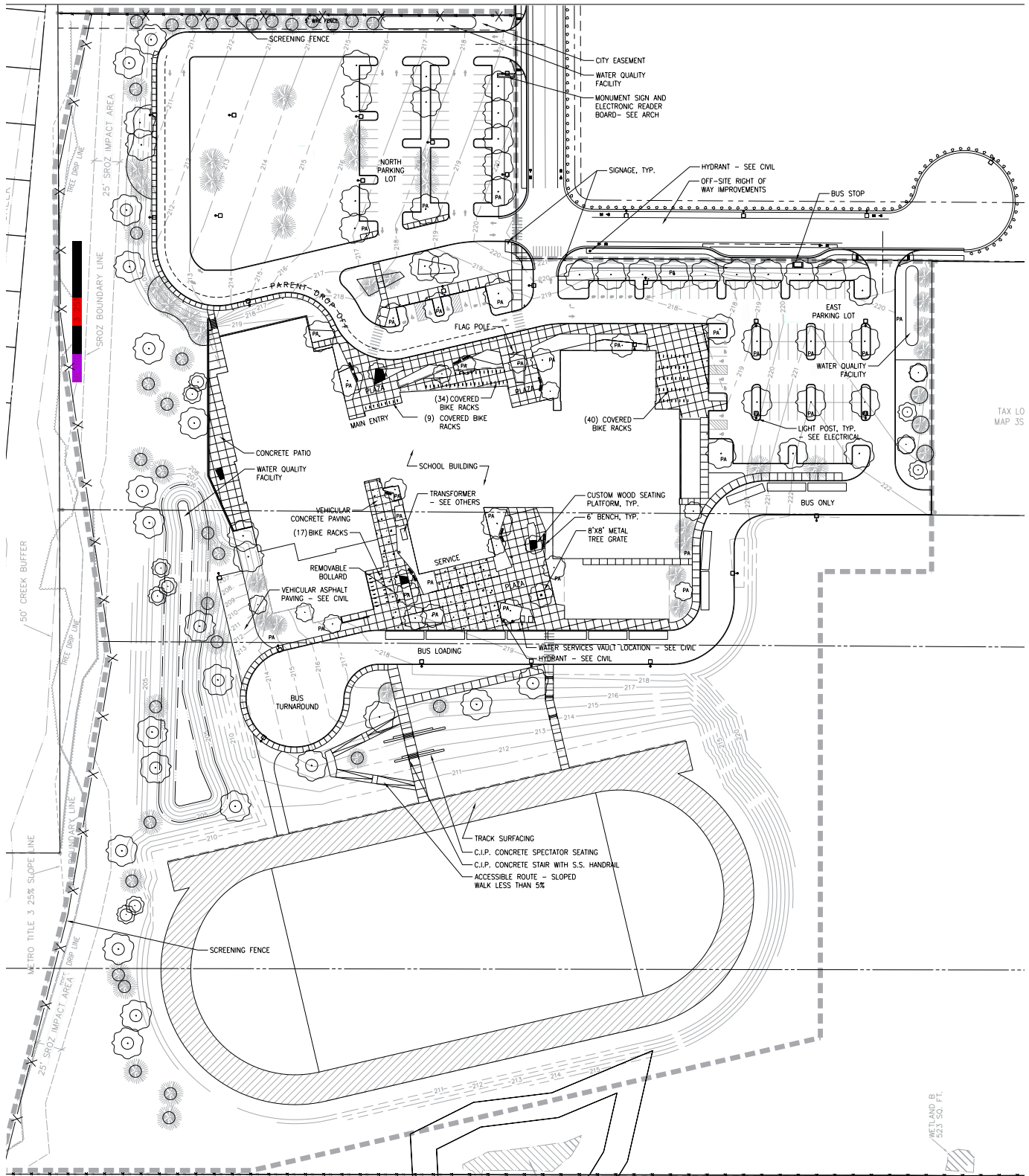
Q4 2016



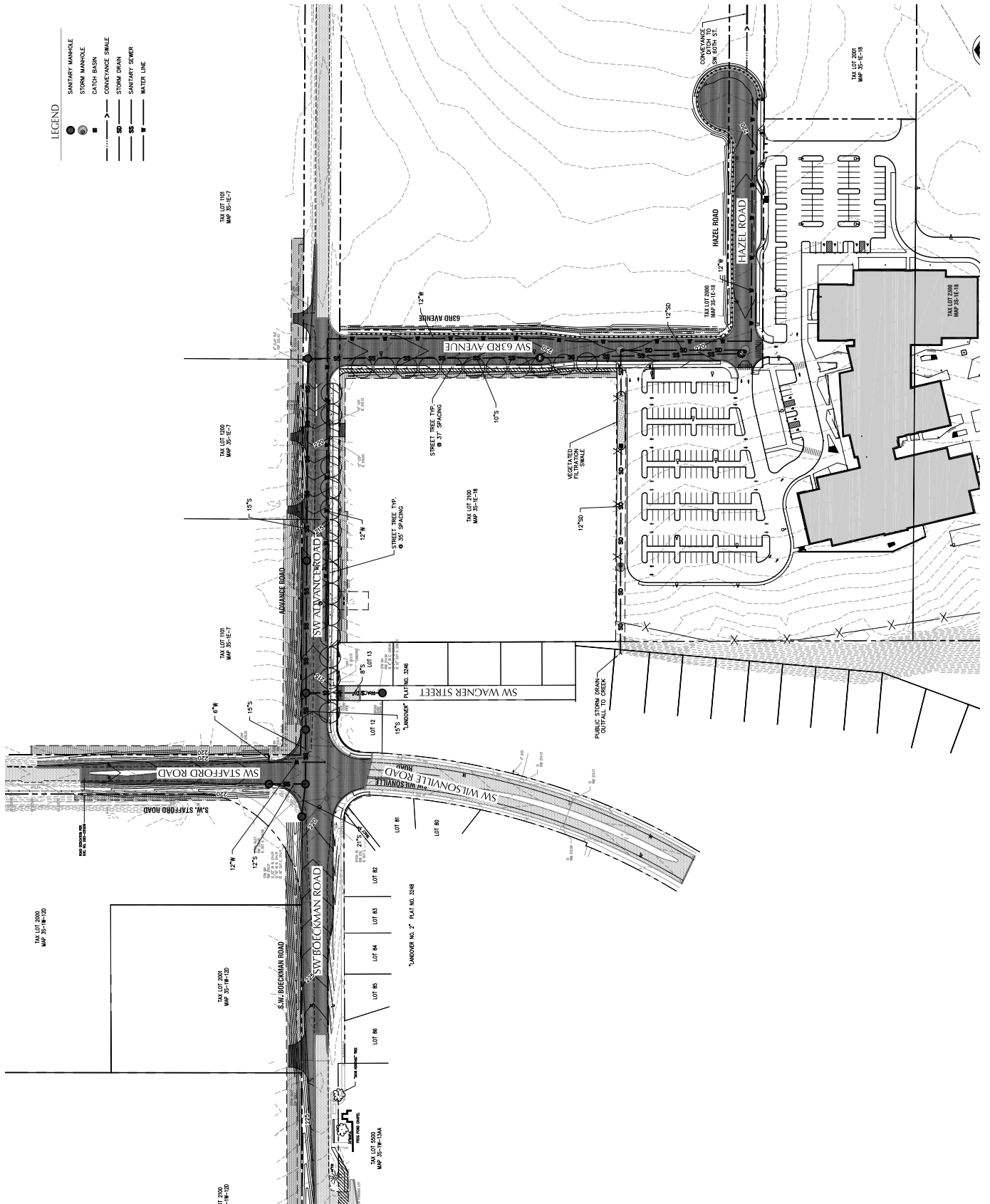
	2014		2015												2016												2017											
	Q4		Q1			Q2			Q3			Q4			Q1			Q2			Q3			Q4			Q1			Q2			Q3			Q4		
	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Design	PLANNED																																					
	ACTUAL																																					
Permit	PLANNED																																					
	ACTUAL																																					
Construct	PLANNED																																					
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NEW MIDDLE SCHOOL IN WILSONVILLE

Q4 2016

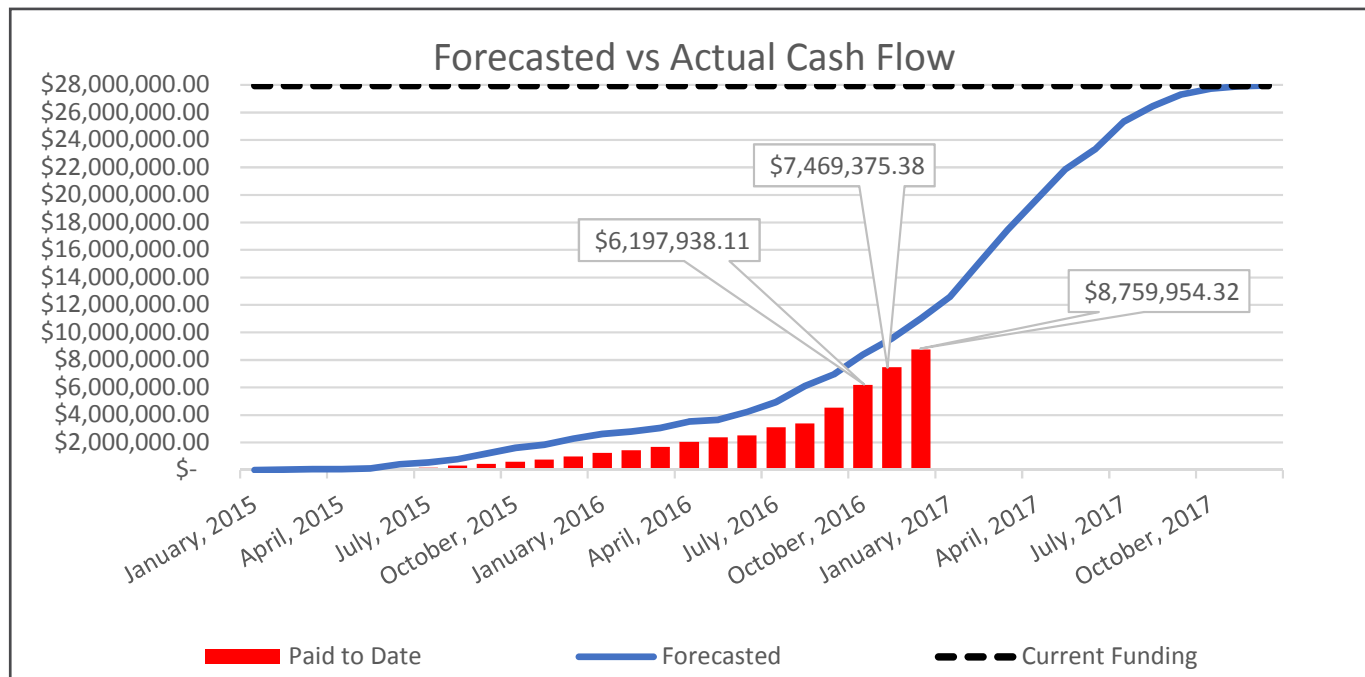









SUNSET PRIMARY SCHOOL REPLACEMENT

Q4 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																																						
Permit																																						
Construct																																						

Recent Activities:

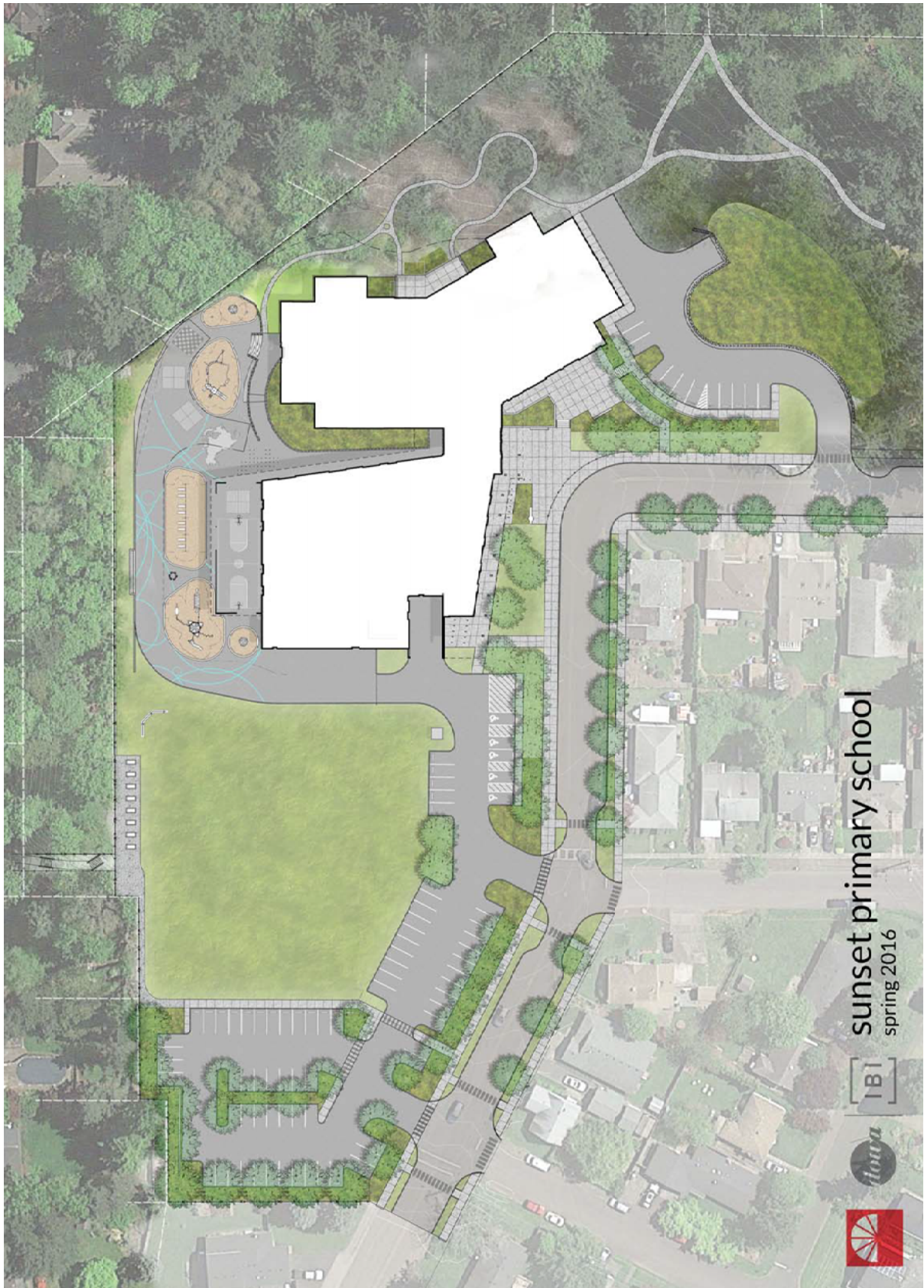
- The appeal to the Oregon Land Use Board of Appeals by petitioners David Dodds and Save our Sunset Park remains in process. The record was settled, briefs filed and a hearing was held in Salem on December 8, 2016. The final opinion and order is expected in early January. Construction will continue while the appeal is in process.
- The contractor has made significant progress on the building. All concrete slabs are poured and much of the building is framed. Electrical and plumbing rough in is following the framing.
- The storm water pond has been excavated, lined and planted as planned.
- The contractor utilized the winter break to activate the new public water line and make paving repairs to the existing street.

Upcoming Activities:

- The final opinion and order for the land use appeal is expected in early January. Construction will continue while the appeal is in process.
- Roofing is expected to begin in January.
- Mechanical, electrical and plumbing work is expected to begin in earnest in January once the roofing is underway.
- The abatement package was bid, the selected contractor was Rose City Contracting, Inc. The bid was within budget.
- FF&E procurement.

SUNSET PRIMARY SCHOOL REPLACEMENT

Q4 2016



SUNSET PRIMARY SCHOOL REPLACEMENT

Q4 2016



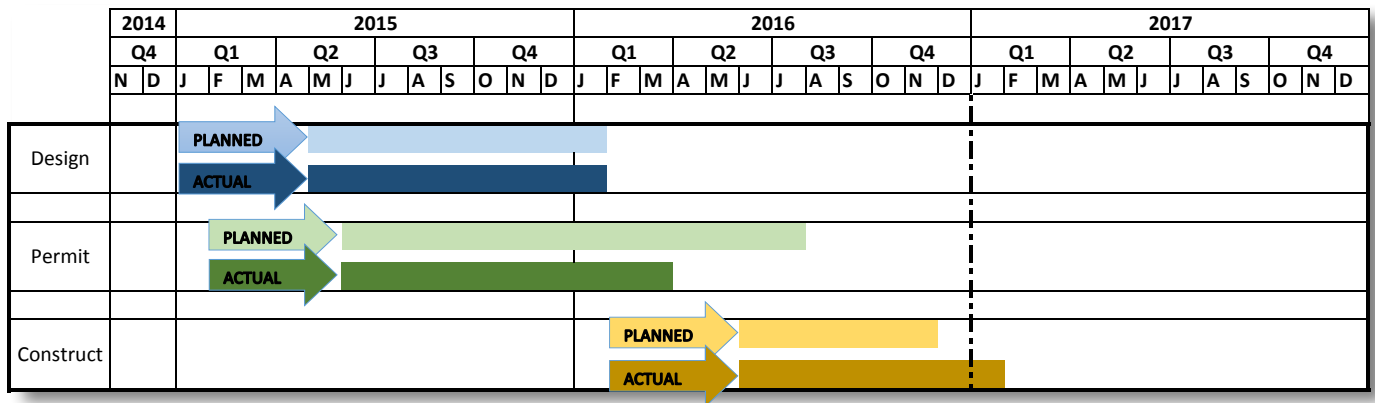
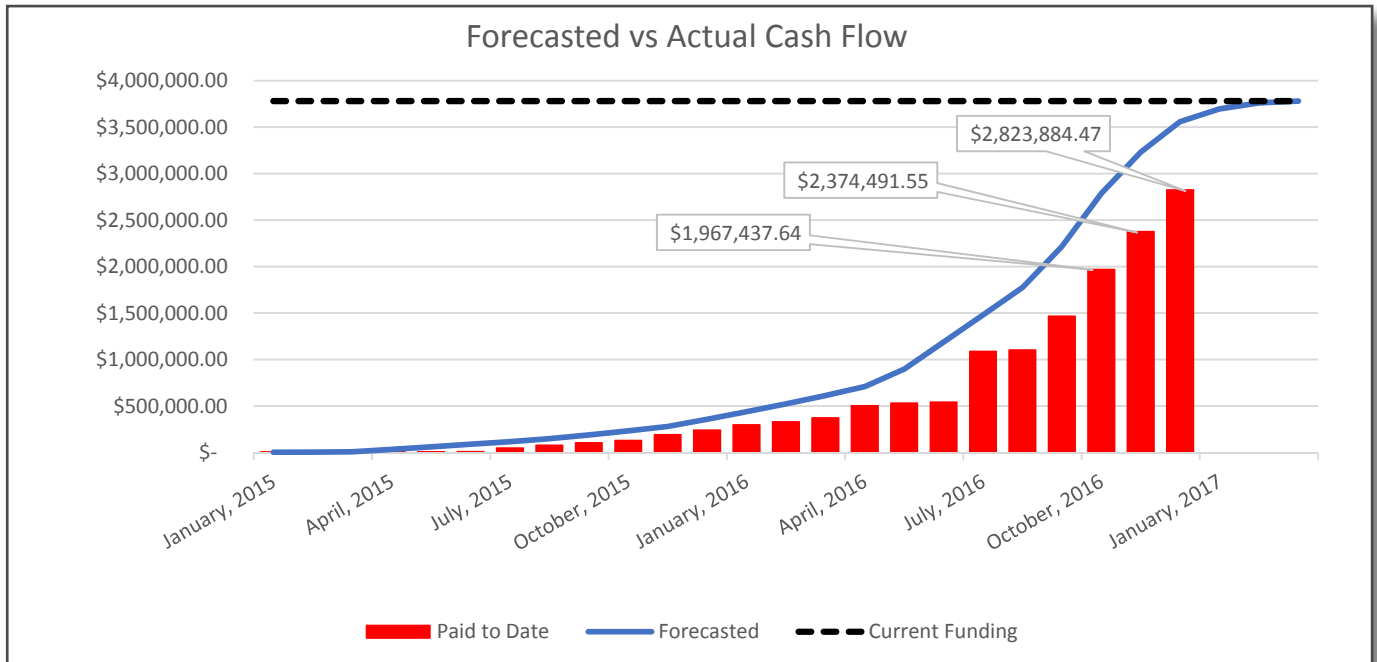
SUNSET PRIMARY SCHOOL REPLACEMENT

Q4 2016



700 BUILDING RENOVATION & ADDITION AT WLHS

Q4 2016



Recent Activities:

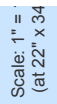
- Unforeseen conditions during construction have extended the construction duration to the end of January
- Roof installation
- Painting building exterior
- Windows and doors underway
- Interior framing underway
- Mechanical, electrical and plumbing underway
- Interior finishes underway

Upcoming Activities:

- All scope scheduled to be complete by the end of January



Q4 2016



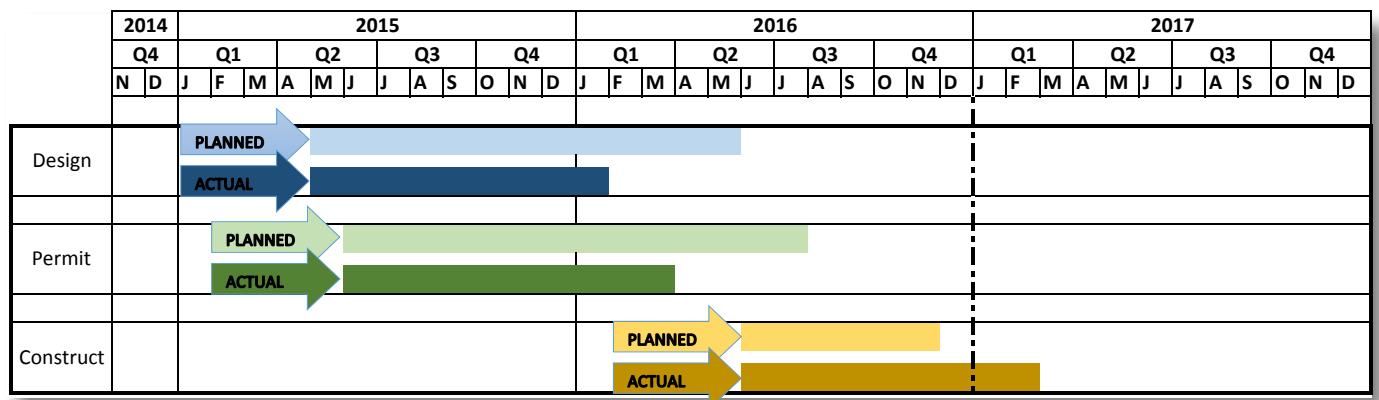
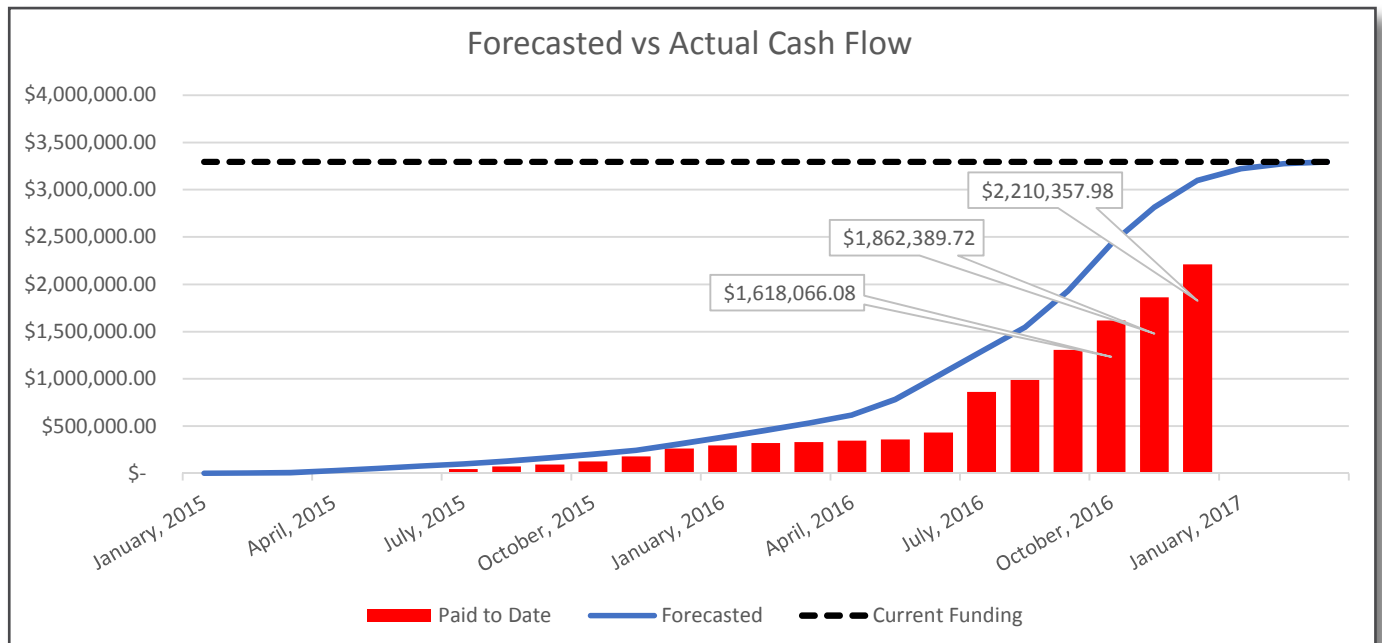
700 BUILDING RENOVATION & ADDITION AT WLHS

Q4 2016



PERFORMING ARTS RENOVATION & ADDITION @ WHS

Q4 2016



Recent Activities:

- Unforeseen conditions during construction have extended the construction duration into February
- Concrete floor slab complete
- Concrete choir risers complete
- Structural steel and roof complete
- Exterior walls for addition underway
- Mechanical, electrical and plumbing underway
- Finishes underway

Upcoming Activities:

- All scope scheduled to be complete in mid-February



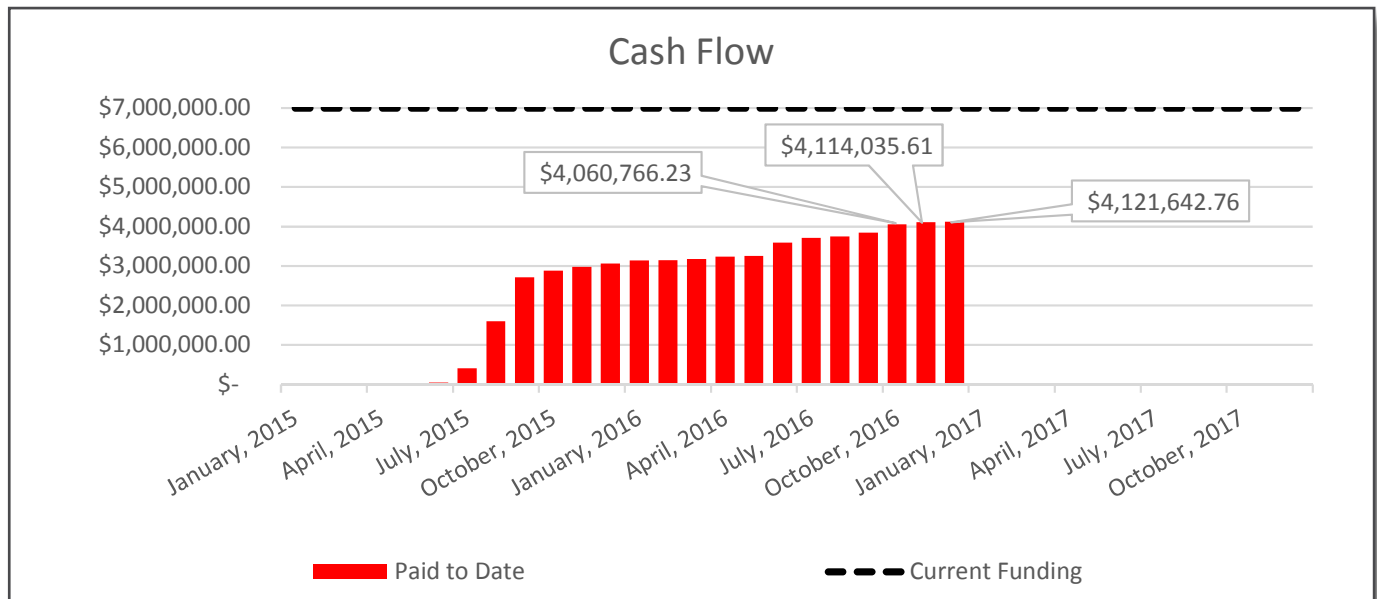
Q4 2016



PERFORMING ARTS RENOVATION & ADDITION @ WHS

Q4 2016





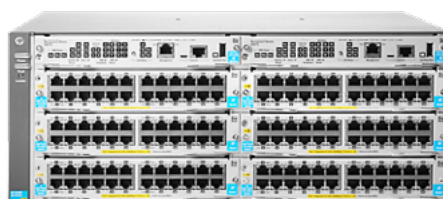
The first major wave of student device updates was completed in the summer of 2015. The next large-scale device update is currently planned for summer of 2017. The primary purpose of staggering these updates is to disperse the financial load of updating obsolete devices across multiple fiscal years. 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

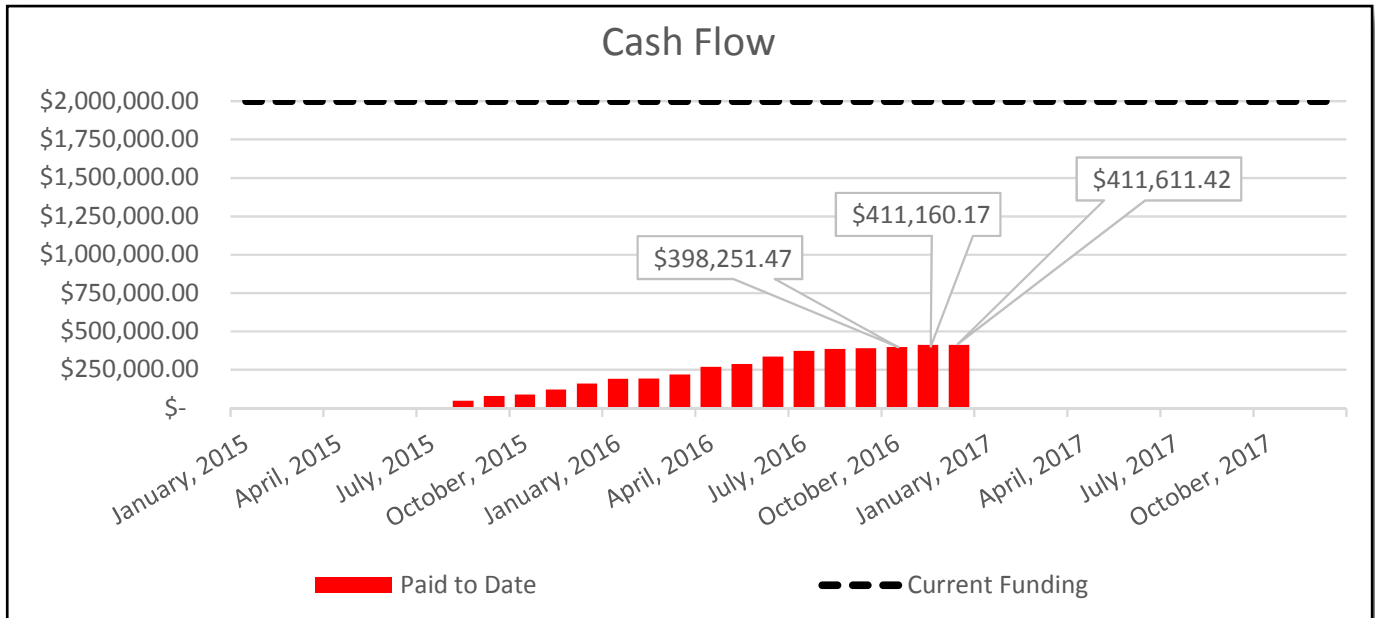
Upcoming Activities:

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



SAFETY & SECURITY

Q4 2016



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 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.
- 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:

- Launch design for fencing at Cedaroak Park Primary
- Continue review of Federal and State law and policy around school safety.

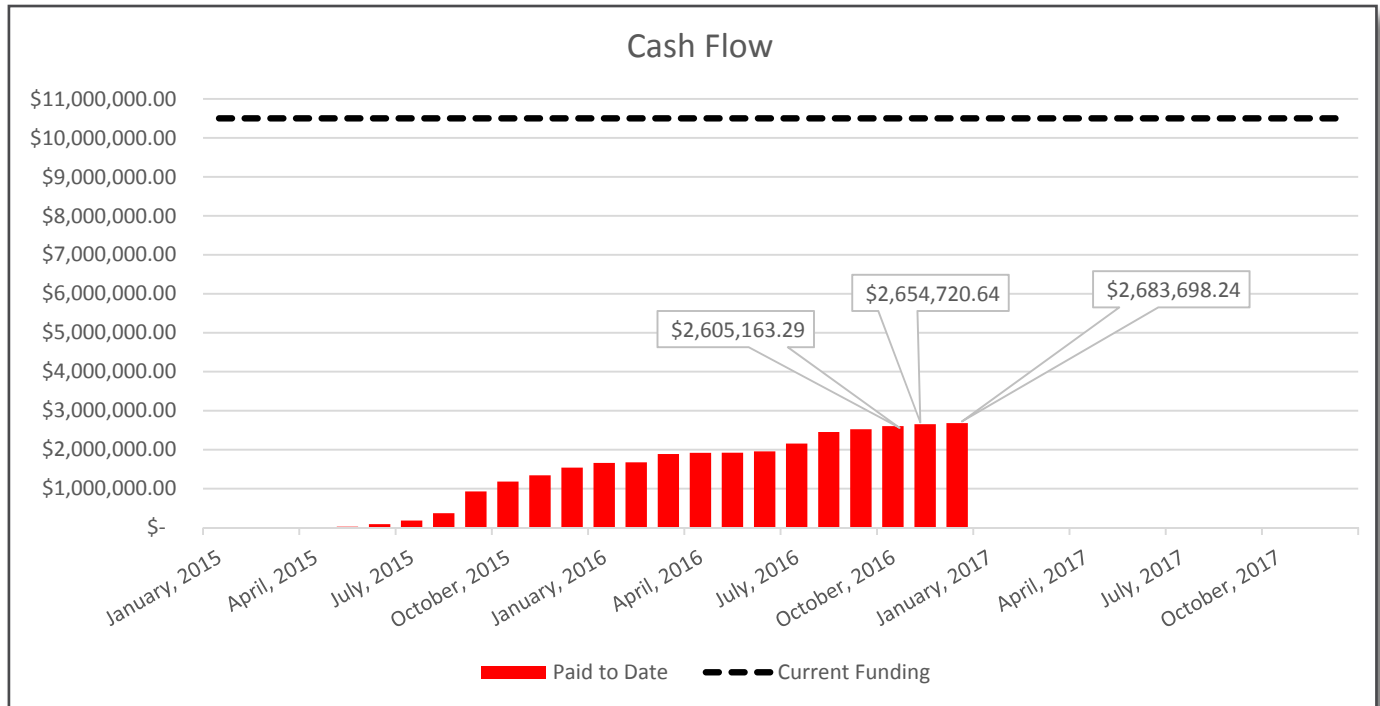


DISTRICT-WIDE IMPROVEMENTS

Q4 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	Complete

Notes:

This project is complete.



DISTRICT-WIDE IMPROVEMENTS

Q4 2016

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:

The work at West Linn High School will be more complex than anticipated and has been postponed pending completion of the new school projects.

16020 – Roofing Replacement @ D-W

Project Status:

This project includes roofing replacement at several schools across the school district. A professional building envelope consultant has been brought on board to coordinate review and design alongside district maintenance staff. The project will bid in the spring and be completed summer 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. The design is complete and the project will go out for bid in January 2017.

16044 – Middle School Refresh

Project Status:

This project includes a variety of interior finishes repairs and improvements at the three existing middle schools. The various improvements will be bid over the course of the spring and completed summer 2017.

16046 – Entry @ WHS

Project Status:

This project includes changes to the front entry and approach to the front entry for improved safety and security. The project is currently in design and may be constructed summer 2018.

17031 – Lighting Replacement @ D-W

Project Status:

This project includes energy efficient lighting replacements at several schools across the school district. The emphasis is on replacing outdated and inefficient gymnasium and commons lighting with new LED fixtures which have proven successful at the high schools. This project will bid in the spring and be completed summer 2017.

16043 – Renovation @ DOC

Project Status:

This project includes the relocation of the existing carpentry shop, and expansion of operations space to accommodate department needs.

CONSTRUCTION TERMINOLOGY

Q4 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.