

CROSBY-IRONTON SCHOOLS  
BUILDINGS & GROUNDS COMMITTEE MEETING SUMMARY  
April 7, 2021

Item 7.2b

The buildings and grounds committee in the Forum Room met on April 7, 2021 at 4:30 p.m. with the following present: Joe Dwyer, Jill Decent and Barb Neprud. Jamie Skjeveland, Travis Fuechtmann, Erica Marcussen, Carmen Zahn and Bill Tollefson were also present.

Forum Room Video Equipment – Process Update – Carmen Zahn, technology coordinator, updated the committee on the status of the Forum Room video equipment. After meeting with the installing contractor on Friday, April 2, 2021, it was learned that the equipment manufacturer had shipped equipment some time ago and that there were seven (7) firmware updates needed to be installed to bring the equipment operationally up-to-date. With the hardware now updated and a new procedure for handling the video files programmed, it is anticipated that the issues that have been preventing full implementation have been resolved. The April 26, 2021 Board meeting should work as originally envisioned.

Update on April 1, 2021 CTE Wing Remodel Bids – The committee was provided with an update of the bids that were opened on April 1, 2021 for the CTE Wing remodeling project. Bids for the base CTE Wing remodel totaled \$2.2 million and the FACS kitchen room remodel bids would add \$205,000 in cost. The committee considered the present situation with FACS staffing and discussed the potential of increased costs to do the project in a subsequent year because of construction inflation and came to a consensus that it would be better to defer the FACS remodeling until the new FACS teacher has a chance to get acclimated so that she can contribute to the vision for the program which would be supported by the room remodeling. The committee also discussed the timeline for getting started and for contractors to have as much time as possible before construction starts to plan and to get product submittals completed and submitted for approval, in hopes that some of the longer lead time items can be ordered as soon as possible. This could be accomplished by either issuing letters of intent to contractors now and awarding construction bids at the regular Board meeting on April 26, 2021 or taking action to approve the construction bids at the special Board meeting scheduled for April 15, 2021. The committee recommended approving the bids to contractors, as recommended; to not award alternates #1 and #3 (meaning that the FACS remodel will not be done in the summer of 2021); and to move forward as quickly as possible by actually awarding the bids at the April 15, 2021 special Board meeting.

Proposed Construction Schedules for Summer of 2021 – The committee was briefed of the current planned construction schedules for Phase II projects during the summer of 2021, as follows:

CRES 4<sup>th</sup> and 5<sup>th</sup> Grade Pod Classroom Enclosure – The design plans were submitted to the State Building Code Review department at the end of February 2021 and initial plan review comments were received by Widseth at the end of March. Widseth is currently working on responses to those inquiries and modifications to plan drawings to accommodate the required changes, with the hope of responding to Building Code Review no later than Monday, April 12, 2021. This should keep the plan review moving so that it can be approved and a building permit can be obtained before the end of the 2020-2021 school year so construction can begin immediately after the last day of school. The current construction schedule appears to allow for completion of construction by mid- to late-August in time for the start of school. This is partially depending on obtaining materials with extraordinarily long lead times, such as lockers, casework and doors/door frames arriving in a timely manner.

CTE Wing Remodel – The design plans were submitted to the State Building Code Review department at the beginning of March 2021, and Widseth has been advised to expect a six week turnaround. Widseth reported that a plan reviewer had been assigned today and that it then, generally, takes two weeks to get the first round of responses and questions. The hope is that this will keep the process moving to allow for the ability to obtain the building permit prior to the end of the 2020-2021 school year. Because of the complexity of this project; and the anticipated extraordinarily long lead times on some items such as casework, door frames and HVAC equipment; the draft construction schedule shows that construction will continue through September (and potentially into early October) 2021. The teaching staff are aware of this schedule and have been asked to prepare to teach in other locations within the high school building when the 2021-2022 school year starts. The committee discussed the fact that there needs to be some realism in

place in regard to expectations, as this is a massive project to complete in the 92 days of summer term, and that it would be better to have the project completed the best it can be, rather than to be more focused on the project potentially running long and into the start of the 2021-2022 school year.

Updated on Overall Budget – The committee was updated on the status of the construction budget after receipt of bids. The CRES 4<sup>th</sup> and 5<sup>th</sup> grade remodeling project, with bids approved in March, came in under the pre-referendum budget. The CTE Wing remodel post-bid budget came in about \$133,000 higher than the design/development estimate. With the decision to not take on the FACS kitchen room remodeling, the added cost of \$200,00 will not be incurred this year. This leaves the overall Phase II post-bid budget at about \$800,000 over the pre-referendum estimate. When this overage is applied to the total overall five-year project budget, it appears that a \$250,000 deficit exists, not including FACS which would move the deficit to \$455,000, and which is still considered do-able after adding investment return on building construction fund investments and making modifications to things like contingency estimates, which have been estimated higher than actually needed and which are expected to continue to trend that way, leaving more funds available for project costs that the percentage estimate procedure presently seems to indicate.

Reminder of Planning Steps and Timing for Phase III Projects - Summer 2022 – The committee was provided with an update that Phase II is moving along and is on target. With much of the Phase II planning done, and as soon as the code compliance issues are resolved, the design team will shift their focus to the Phase III planning. At prior meetings, this was expected to commence in April 2021 and it is presently estimated that the initial schedule is a week or so behind. The goal is to still conduct the initial meetings with administration to review overall school and start setting up stakeholder meetings, yet in April. In May, plans would include a kickoff meeting with CRES and High School staff. The focus of Phase III at CRES will be the 6<sup>th</sup> grade pod classroom enclosure and media center area remodel and at the High School would be the balance of the interior spaces – media center, commons, student locker bay. The design team will then circle back with the buildings and grounds committee in May or June so that the committee can provide additional direction and feedback. Phase IV and V, for informational purposes, will primarily focus on the roof and exterior deferred maintenance items.

The meeting adjourned at 5:35 p.m.

Respectfully prepared and submitted by William Tollefson