

Board Work Session  
Tuesday, February 18, 2025 4:30 PM Pacific

BANKS HIGH SCHOOL CAFETERIA  
13050 NW Main Street  
Banks, Or 97116

Ron Frame: Present  
Corissa Mazurkiewicz: Present  
William Moore: Absent  
Leslee Sipp: Present  
Daniel Streblow: Absent

Present: 3, Absent: 2.

1. Preliminaries
  - 1.1. Call to Order
  - 1.2. Roll Call
  - 1.3. Approval of Agenda
2. Discussion Items
  - 2.1. Bond Update
    - 2.1.1. Design Phase Process and Timeline
3. Adjourn

# DESIGN SCHEDULE

ACTIVITY	DATES
<b>Master Planning</b>	<b>August 20 – December 31, 2024</b>
Engagement	September 18 – October 31, 2024
Final Master Plan Concepts	December 20, 2024 – January 28, 2025
School Board Approval	January 28, 2025
<b>Summer 2025 Scope of Work</b>	<b>Design Phase</b>
Early Utilities Documents (1.5 months)	January 24, 2025 - February 28, 2025
Early Utilities – Submit for permit/ Permitting (3 months)	March 3, 2025 – June 2, 2025
<b>Portables Schedule</b>	<b>Design Phase – 1 – 1.5 months</b>
Portables Layout Design	February 3, 2025 – March 7, 2025
Portables – Permitting (1.5 month)	March 10, 2025 – April 25, 2025
Place Portables on Site	June 16, 2025 – July 1, 2025
Portables – Construction Phase (5 months)	July 1, 2025 – December 2025
<b>High School &amp; Middle School Plot Line Adjustments (PLA)</b>	
AKS – Completes Planning Maps	January 29, 2025 – February 19, 2025
AKS – Submits PLA to City/ County	February 19, 2025 – June 20, 2025
<b>Auxiliary Gym Schedule</b>	<b>Design Phase – 8 months</b>
<b>Auxiliary Gym – Schematic Design Phase (2 months)</b>	<b>February 3, 2025 – April 3, 2025</b>
BSD District Review (2 week)	April 4, 2025 – April 18, 2025
<b>Auxiliary Gym – Design Development (3 months)</b>	<b>April 3, 2025 – July 1, 2025</b>
Pre-engineered Metal Building – Procurement Package to GC	July 1, 2025
BSD District Review (2 weeks)	July 1, 2025 – July 15, 2025
DD Cost Estimate (2 weeks)	“ “ “
<b>Auxiliary Gym – Land Use submittal – Type II</b>	<b>July 1, 2025 – October 28, 2025 (120 days)</b>
<b>Auxiliary Gym – Construction Document Phase (3 months)</b>	<b>July 1, 2025 – October 9, 2025</b>
Publish 50% CD Progress Set (2 months)	August 28, 2025
50% Cost Estimate (2 weeks)	August 28, 2025 – September 11, 2025
BSD District Review (2 weeks)	“ “ “

# DESIGN SCHEDULE

<b>Auxiliary Gym – 100% Construction Documents Set (Permit Set &amp; Bid Set)</b>	<b>October 9, 2025</b>
Aux Gym – Permit Submittal to Washington County	October 13, 2025
<b>Auxiliary Gym – Permitting (3 months)</b>	<b>October 13, 2025 – January 13, 2026</b>
<b>Auxiliary Gym – Bidding (2 months)</b>	<b>October 13, 2025 – December 15, 2025</b>
<b>Auxiliary Gym – Construction Phase (8 months)</b>	<b>January 2026 – August 2026</b>
Auxiliary Gym – Contractor On-site Mobilization	October 2025???
<b>High School Schedule</b>	
<b>High School - Schematic Design Phase (3 month)</b>	<b>February 10, 2025 – May 9, 2025</b>
BSD District Reviews (2 weeks)	May 9, 2025 – May 23, 2025
<b>High School - Design Development Phase (4 months)</b>	<b>May 9, 2025 – September 12, 2025</b>
DD Cost Estimate (2 weeks)	September 12, 2025 – September 26, 2025
BSD District Reviews (2 weeks)	“ “ “ “
<b>High School - Land Use submittal (BSD Leads) – Type III (Based off DD documents)</b>	<b>September 12, 2025 – January 9, 2026 (120 days)</b>
<b>High School - Construction Document Phase (5 months)</b>	<b>September 12, 2025 – February 13, 2026</b>
Publish 50% CD Progress Set (2.5 months)	November 25, 2025
50% Cost Estimate (2 weeks)	November 25, 2025 – December 12, 2025
BSD District Reviews (2 weeks)	“ “ “ “
Documents for Demo Permit	September 29, 2025 – November 21, 2025
Demo Permit of Barn Gymnasium, District Office, HS Admin and South Wing (2 months - Preliminary)	November 21, 2025 – January 30, 2026
<b>Early Grading &amp; Utilities Documents</b>	<b><i>Sept 2025 – December 2025</i></b>
Early Grading & Utilities Permitting (3 months)	January – March 2026
<b>High School - 100% Construction Document Set (Permit &amp; Bid Set)</b>	<b>February 13, 2026</b>
HS - Permit Submittal to Washington County	February 16, 2026
<b>High School - Permitting (4 months)</b>	<b>February 16, 2026 – June 15, 2026</b>
<b>High School - Bidding Phase (2 months)</b>	<b>February 16, 2026 – April 17, 2026</b>

Banks School District

Banks High School & Aux Gym

## DESIGN SCHEDULE

**PRELIMINARY:** 02/12/2025

<b>High School - Construction Phase (19 months)</b>	<b>(January 2026 – August 2027)</b>
<i>Contractor On-Site Mobilization</i>	<i>December 8 – 12, 2025</i>
<i>Demolish District Office (Q1)</i>	<i>December 19, 2025 – March 31, 2026</i>
<i>Demolish of Barn Gymnasium (Q2)</i>	<i>Spring Break 2026 (Last week of March)</i>
<i>Demolish South Classroom Wing and HS Administration</i>	<i>December 19, 2025 – March 31, 2026</i>
<i>New High School Construction</i>	<i>May 2026 – August 2027</i>
<i>Substantial Completion</i>	<i>September 1, 2027</i>

## Banks School High School & Auxiliary Gym Design Committee – Meeting Schedule: Schematic Design Phase

02.11.2025

TASK – SCHEMATIC DESIGN PHASE	DATE	AGENDA
<b>DESIGN COMMITTEE – MEETING 1</b>	Week of 2/24/2025	<b>Kick Off Meeting &amp; Small Group Exercise</b> <ul style="list-style-type: none"> <li>Discussion of overall process and timeline for design and construction</li> <li>Roles and responsibilities of committee</li> <li>Overview of master plan for High School and Auxiliary Gym</li> <li>Small group exercise: review of overall program adjacencies</li> </ul>
<b>DESIGN COMMITTEE – MEETING 2</b>	Week of 3/10/2025	<b>Area Program/ Virtual Tours/ Adjacencies Exercise</b> <ul style="list-style-type: none"> <li>Floor plan concept review and discussion.</li> <li>Virtual Tour: General Classrooms, Science, Library Media Center, Aux Gym, Flex Spaces</li> </ul>
<b>DESIGN COMMITTEE – MEETING 3</b>	Week of 3/25/2025	<b>Conceptual Floor Plan/ Site Plan</b> <ul style="list-style-type: none"> <li>Presentation of initial site plan and floor plan concepts</li> <li>Small group exercise: review and comment on site plan</li> </ul>
<b>DESIGN COMMITTEE – MEETING 4</b>	Week of 4/7/2025	<b>Architectural Character/ Building Aesthetics</b> <ul style="list-style-type: none"> <li>Review of preferred plan concept</li> <li>Review of site plan concept</li> <li>Presentation of initial building massing concepts</li> <li>Architectural character discussion (virtual tour)</li> <li>Small group exercise: architectural character likes and dislikes</li> </ul>
<b>DESIGN COMMITTEE – MEETING 5</b>	Week of 4/21/2025	<b>Schematic Design Review</b> <ul style="list-style-type: none"> <li>Final Review of SD concepts: site plan, floor plan, architectural character</li> </ul>
		*Additional Meetings to be scheduled during Design Development Phase of the project.