

Citizens' Bond Oversight Committee

March 1, 2007

In attendance: Mark Bauer, Virginia Belval, Karen Daly, Benita Duran, Adam Fels, Juana Gomez, Susan Graf, Belinda Harp-Schrag, Nicholas Leach, Jennifer O'Brien, Amy Paa-Rogers, Elisabeth Patterson, Dee Perry, Ginger Ramsey, James Reed, Melissa Tingley, Tron Welch, Briggs Gamblin, Robert Hammond, Don Orr, Joe Sleeper, Leslie Stafford, Denitta Ward, and one citizen, Mike McDaniel.

Absent: Kent Crawford.

Robert opened meeting to public comment. Mike McDaniel was present but did not offer comment.

Members of the committee introduced themselves and stated why they chose to apply and serve on this committee. Staff members introduced themselves and their position with the District.

Minutes were approved with no changes. The minutes will be posted on the District's website within 10 days.

Robert read the responsibilities and duties of the Chairperson and Vice-Chairperson. They are elected on an annual basis, conduct meetings, call special meetings and have other duties. The Chair and BVSD staff will establish the meeting agendas. The Chair and Vice Chair will represent this committee to the Board and serve as liaison between BVSD and the committee.

Nominations for Chairperson were solicited, only Elisabeth Patterson volunteered and she was voted in.

Nominations for Vice-Chairperson had 2 volunteers, Jennifer O'Brien and Dee Perry. There was a clarification that the Vice-Chairperson position is not successional. Jennifer O'Brien withdrew her nomination and Dee Perry was voted in.

Elisabeth stated that the Chair and Vice Chair will formally take over at the next meeting. She stated that she considers it the Chair's duty to make sure the committee members are heard and that meetings are productive.

The website will be updated by the District's Communications office through March and into April, until the bond communication position is filled. The position will report to Don, be paid from bond money and will attend every CBOC meeting. The position's duties will include updating the website and communicating through other avenues to get bond information out.

A new issue of BVSD Key Communicator will come out on the 1st Friday of the month. It's not BVSD on the Inside which is more of an internal communication. The Key Communicator will cover overall policy discussions and bond implementation. To receive the Key Communicator, you may send an e-mail to briggs.gamblin@bvsd.org.

The organizational chart of bond personnel was distributed. The vertical line designates existing staff members and they have been a team for several years. Solid lines on the chart indicate current positions; the dotted lines are new positions.

BVSD has been out of the bond work area for five years and determined there was a need for professional program management services for an undertaking of this size and scope. In November an RFQ for bond program management services was issued. Ten RFQ responses were received and four firms were selected to submit responses. After interviews, Heery International was selected to provide 1) project management, 2) launch activities including development of a preliminary master schedule which should take place next Thursday and Friday and, 3) construction management services. Dave Jorschumb of Heery International will be their representative to this committee. Dave and his colleague, Tom Blahak, will both be on the bond project. They have just finished the Denver Public Schools Bond and will bring that experience to BVSD's bond work.

There are 13 school based projects in Phase 1 and architects are needed for each. The District issued a RFQ for A&E services in December and received 41 responses. Those submissions were short listed to 18, and two firms had a Boulder Valley area affiliation. Seventeen firms were interviewed in the last week and a half. One firm had withdrawn from consideration. Yesterday, 13 firms were chosen and a preliminary list of recommended architects was made to the Superintendent. The recommendations will go to the Board on March 13 pending negotiation and execution of each contract. Once the contracts are finalized, there will be an update on projects with information about each architectural firm assigned. Don will start introducing the firms to their assigned schools once the contracts are approved.

A handout on BVSD's bond rating was presented. The rating increase should save the taxpayers several hundred thousand dollars. The bonds sold at \$121 million to Merrill Lynch and the rate was 4.242%. The bond allows 6% so there is some flexibility.

An activities management software module, which will be selected, will show spending through the life of the bond. On June 30 the first financial report will be available.

The Information Technology Advisory Committee (ITAC) met two weeks ago and it selected a consultant. IT directors from city entities within BVSD, CU and the federal labs are on the committee. The Committee offered to provide a liaison from the Oversight Committee to ITAC. ITAC next meets March 21 at 4:00 pm at Sombrero Marsh. James Reed is interested in being a liaison to ITAC. Elisabeth Patterson offered to also attend ITAC meetings when possible. Oversight on IT expenditures would be helpful.

Handouts were distributed on two more projects that are in Phase 1 but not within the RFQ A&E process. These are projects that must start immediately to be completed by the beginning of the next school year. Davis Partnership is working under contract on Nederland High School and its field projects and the community is excited about the improvements. The Nederland design phase is scheduled to be complete tomorrow; the firm has been very proactive. The project is on a fast track design and coaches and staff members were involved. The other project is mostly field house work.

As architects are signed on they will start school-based design teams. The guidelines for DATs are being updated to assist principals in establishing those teams. It's the intent that there will also be community outreach within each school area. It is important to keep the communities updated; they have a stake in the schools and are impacted by the construction as well.

Community-school partnerships are also possible and should be explored. The bond was worded to allow for this. If anyone in the community expresses interest in this or hears of a possible partnership, please contact Don Orr.

Open communications is vital to ensuring the trust of the community in the bond program. The new Communications Specialist will have regular releases to the Daily Camera and other community papers. The specialist and the program manager for each school will also be looking for other outreach opportunities, like learning opportunities for students at middle level; exposure to the construction process and safety talks for students at all levels and other mentoring opportunities. At DPS, during the last bond, the Heery team put together monthly meetings that involved students from one school at a time and showed them what's going on at their school, or took them to different offices – like an engineering firm. They also sponsored an essay contest about the project. The winner got a prize and everyone got something. This was done over the entire 3 year program.

Local firms were involved in the DPS bond. 42% were contracts to small, local and disadvantaged businesses. There was an open house to which large and small companies were invited so that partnering might take place.

There is a position for a green consultant in the organizational chart. The RFQ had green information required and it was included in the rubric for scoring. The tech guide is being updated and it is also being addressed there. It is the district's intention to go for LEED certification on the Casey Middle School project.

The District has a very aggressive schedule for the Phase 1 projects. Except for Columbine and Casey, all of the projects should begin right after spring break – the A&E firms must begin work right away.

The committee discussed internal communications. It was suggested that questions can be posed to Don Orr; he's the central point of contact. Members may want to go through the Chair first so answers can be distributed to all of the committee members. The committee will consider, and inform BVSD of, how they want to manage their inquiries to District staff.

Meeting adjourned at 7:20.