

**Citizens' Bond Oversight Committee**  
**March 6, 2008**

CBOC members in attendance: Mark Bauer, Virginia Belval, Kent Crawford, Karen Daly, Benita Duran, Juana Gomez, Susan Graf, Belinda Harp-Schrag, Nicholas Leach, Jennifer O'Brien, Amy Paa-Rogers, Elisabeth Patterson, Dee Perry, Ginger Ramsey, Melissa Tingley and Tron Welch.

Staff members in attendance: Robert Hammond, David Jorschumb (Heery Representative), Don Orr, Bill Simmons, Chris Boeye, Denitta Ward and Susan Cousins, Kim Mann.

Absent: Adam Fels, and Amy Paa-Rogers

A tour of Casey Middle School was given by Alison Boggs before the meeting began.

**I. Opening/Public Comment**

At 5:45, Dee Perry opened the meeting to public comment. Three members of the Louisville community, John Leary, Susan Morris and Mike Koertje spoke to the committee about their concerns with the Louisville Middle School project and their objection to the demolition of the 1939 portion of the building. Rick Meyers, a Community Montessori parent spoke to the committee about his concerns with the phase I Bond work at the school.

**II. Review/Approval of January Minutes**

Minutes of the January 10, 2008 meeting were approved.

**III. Review of Calendar Dates and Time**

Introduction was given to Katherine Spines the new CBOC member representing the Erie community. Robert Hammond informed the committee he will be leaving Boulder Valley School District at the end of the school year to take a position as the Deputy Commissioner of Education with the Colorado Department of Education.

The upcoming meeting dates are: May 1, August 7 and October 2, 2008.

Dee Perry discussed changing the meeting time to an earlier time; a decision was made to start the meetings at 5:00 and the building tours will begin at 4:15. The next meeting will be at Crest View Elementary.

**VI. Bond Program Update Reports**

Don Orr led a discussion on project updates; all updates can be viewed on the bond Web site for more details. In the future, staff will supply updates on a monthly basis and will inform the committee when information on the Web site has been updated.

**DAT Guidelines – Plans for Revision**

As part of the district's effort toward continuous improvement, staff has been compiling a list of suggestions to improve the DAT process in future phases of the bond. To gather more input on the process, a survey will be distributed to phase I DAT members. This information will be used to revise the DAT guidelines for phases II and III. Dee Perry requested that all CBOC members receive a copy of the Request for Information (RFI) that was sent to Chris King, dated January 8, 2008 referencing the DAT process improvements.

**Award/Bids**

Denitta Ward presented a review of the overall process to solicit, qualify and select architects/engineers and general contractors for major projects. She explained that there will be a movement away from large-scale RFPs and RFQs to project-specific proposal requests as

construction begins and needs arise on projects. RFP and RFQ issuances from January and February were discussed and copies of those procurement documents were circulated.

Ward also discussed processes for procuring specific goods and services including commissioning services for projects, commissioning services for Casey Middle School, moving services and goods and services for the integrated communications system for the Wide Area Network, Local Area Network, and Voice Over IP system.

### **VII. Financial Report**

Leslie Stafford presented the second quarter financial report and an update on building fund expenditures through the end of February 2008. She also discussed projected interest earnings for the bond funds and updated the committee on the effects of changes in the bond insurance market.

### **VIII. Communications**

Susan Cousins showed the committee some of the new items that have been added to the Bond Web site including project photos, budget information and monthly construction updates, which provide information to parents and the public concerning what they can expect related to construction at the schools. A letter is also being sent to phase I school neighbors to inform them of what to expect during construction.

### **Web Site monitoring – feedback from Jennifer O’Brien and Amy Paa-Rogers**

Jennifer O’Brien and Amy Paa-Rogers have been monitoring the bond Web site over the last two months. They felt that there was a lot of information to cover for two people and would like to spread this job over four people in the future and see a rotation of people at each meeting. This task has been assigned as follows during the time period of March 6<sup>th</sup> through May 1:

#### **Mark Bauer**

Casey Middle  
Crest View Ele.  
High Peaks Ele.  
Boulder High

#### **Virginia Belval**

Broomfield High  
Louisville Middle  
Centaurus High  
Lafayette Ele.

#### **Juana Gomez**

Fairview High  
Southern Hills Middle  
Community Montessori  
Summit Charter Middle  
Manhattan Middle

#### **Benita Duran**

IT  
CBOC

### **IX. Information**

#### **Quarterly Report – Board Agenda Item for February 12**

At the February 12 Board of Education meeting, Don Orr presented the FY2008 Second Quarter report for staff. Dee Perry gave a report on behalf of CBOC with input from CBOC. At the meeting, the Board engaged in a lengthy discussion of implementation of the Bond thus far and had a number of questions for staff.

#### **New Correspondence Response Process**

Dee Perry presented to the committee the new process for responding to correspondence sent to the CBOC. Correspondence that is received will be evaluated to determine if the subject is part of CBOC’s responsibility and whether staff or the committee should respond. In the case of correspondence that requires a response from CBOC, the chair will draft a response and share it with the committee for review and input prior to sending. Other correspondence will be answered by staff and those responses will be shared with the committee.

In response to a suggestion from the public, staff investigated the possibility of posting audio recordings of CBOC meetings on the Web site. CBOC discussed this idea and decided to do it on a trial basis.

**X. Questions and Answers**

Tron Welch brought up concerns brought to him from the District Parent Council. The DPC was concerned about how CBOC ensures the scope of work for each project is being met. There was further discussion of reworking of the DAT process and plans for revision. The committee also discussed the idea of CBOC members attending DAT meetings.

Dee Perry stated the need to communicate more to the public about the Bond program and in particular how much information is available on the Bond Web site. A guest opinion to the Daily Camera was suggested.

**X. Adjournment**

7:45 – meeting ended.