



**BEX Oversight Committee**

September 09, 2016, 8:30 -10:30 am  
 Conference Room 2750, John Stanford Center  
 2445 3<sup>rd</sup> Avenue South, Seattle, WA 98134

**Minutes:**

1. Call to order: Chair John Palewicz called the meeting to order at 8:34 am.
  - The agenda was modified to include the additional topics of the Loyal Heights lawsuit and General Contractor/Construction Manager (GC/CM) delivery method for Bagley and Webster.
  - The November meeting date was moved to Thursday, November 17 at 8:30am in the usual location, conference room 2750, at the John Stanford Center.

Committee Attendees:	Present	Absent	Staff	Present	Absent
Fong, Freeman	X		Bath, Chris	X	
Goldblatt, Steve	X		Becker, Eric	X	
Williams, Daniel		X	Best, Richard	X	
Griffin, Duncan	X		Coan, Melissa		X
Palewicz, John	X		Herndon, Flip	X	
Prentke, Richard	X		Kennedy, Mike	X	
Schwartz, Ed	X		Kokx, Sherri	X	
Stephenson, Robert	X		McBee, Mike	X	
Tatge, Steve		X	Moore, Steve	X	
			Morello, Lucy	X	
<b>Board Attendees:</b>			Skutack, Mike	X	
Rick Burke	X		Wolf, Joe	X	
Jill Geary		X			

2. Approval of Minutes (John Palewicz)
  - The June 17, 2016 and July 8, 2016 minutes were unanimously approved.
3. Budget Update (Aliye Aliye) Richard Best, supported by Capital Projects Management Analyst Aliye Aliye, presented the budget update through July 31, 2016.
  - The suggestion was made to capture the projected savings into the spread sheet with a projection column.

- Mr. Best stated that staff is considering a new policy of requiring that the warrantee period not begin until final acceptance to provide an incentive to complete final stages of the project in a timely manner.
  - Subcontractors are the most impacted by the non-release of retainage. By dividing the projects into Phases I and II, it allows for a release of the funds after the final acceptance of each phase.
  - The BEX IV Program Budget considerations document was reviewed.
4. Project Status Reports/Board Item Reviews (Richard Best)
- General Contractor/Construction Manager delivery method (GC/CM): Projects Bagley, Lincoln and Loyal Heights will be using GC/CM. Others being considered for GC/CM include Webster, because of the historic nature and compact site; Ingraham, because of its compressed schedule, site complexity and the occupation of students next to the construction site; Wing Luke and Queen Anne.
5. Expansion of BEX Oversight Purview
- The question was asked whether BEX Oversight advisory committee's purview should be extended to include bigger BTA IV projects; that It almost seems like it is a major capital projects committee rather than BEX only. Committee members noted they are pleased to assist but sensitive to not overstepping their defined role.
  - Since the committee reports to the school board, the scope of the committee would need to be redefined by the district's board of directors.
  - Director Rick Burke stated that he would promote the idea of this committee becoming a major projects committee rather than one defined by the BEX funding source
  - Dr. Herndon commented that the procedure would be to go through the Operations Committee. Dr. Herndon will discuss it with the Operations Committee chairman, Stephan Blanford. The language of the charter would be evaluated, altered, and then brought to the board for consideration. Rick Burke stated that he would be happy to be involved in this process.
6. Activation, Occupancy and Project closeout BEX IV Projects Summer 2016  
How do we Define Success Going Forward/Lessons Learned Discussion? (Richard Best)
- Pictures of the schools opening Fall 2016 were viewed with discussions surrounding various aspects of the construction.
  - An interest in hearing the lessons learned in design and construction was expressed,
    - What was the best thing which occurred?
    - What was the worst?
    - What are the statistics on change orders and costs?
    - How close did the district come to fulfilling promises in BEX levy?
    - Document the number of students and overall parameters of the projects.
  - Richard Best highlighted a few issues:
    - Scheduling was an issue with five schools opening at the same time, e.g., there were not enough subcontractors working on painting (Arbor Heights only had six painters).
    - Traffic flow at projects is an issue.
    - Construction site parking and permanent parking at the schools are an issue.
  - Flip Herndon stated that a survey to staff and students will occur this fall for an initial assessment and then another survey in a year to help determine if the design provided

the best investment of space, e.g., learning commons. Before school opened a day of training was provided to staff on how to use the buildings. This was done for four of the five schools

7. Confirm Next Meetings Agenda

- A continuation of lessons learned will be on the October agenda.
- The next meeting will be on Friday, October 14, 2016 at 8:30 am at the John Stanford Center in 2750.

8. Adjournment

- The meeting adjourned at 10:37 am