

## **FWISD CITIZENS' OVERSIGHT COMMITTEE MEETING**

## **Notes**

**Date:** July 13, 2009

**Prepared by:** Kaylynn Loftis

**Purpose:** Quarterly Meeting of the Capital Improvement Program Citizens' Oversight Committee

**Attendees:**

- Victor Garcia – Chair
- Paula Batts
- Harold Hebson
- Jack Larson
- Lisa Savage
- Dr. Dan Short
- Willett Stallworth
- Ben Cruz – FWISD
- Walter Dansby – FWISD
- Kyle Davie – FWISD
- Sherman Harris – FWISD
- Jim Kram – FWISD
- Kaylynn Loftis – FWISD
- Greg Miller – FWISD
- Robert Palmer – FWISD
- Ray Castillo – AECOM
- Gary Griffith – AECOM
- Kristabel Lopez – AECOM
- Conan Mathson – AECOM
- Gary Wilttrout – AECOM

**Absent:**

- Dionne Bagsby
- James DeMoss
- Dr. Melody Johnson – FWISD
- Cheryl Kennon – FWISD
- Danilo Lopez – AECOM
- Isaac Manning – Co-Chair
- Larry Shaw
- Daniel Villegas
- Barb von der Heydt – FWISD
- MaryEllen Whitlock Hicks

**Location:** FWISD Board Conference Room

**Project Name:** FWISD Capital Improvement Program

**Meeting Start:** 6:06 PM

**Meeting End:** 7:01 PM

The following items were discussed:

### **1. Call to Order**

Committee Chair Victor Garcia called the meeting to order at 6:01 pm. A motion was made by Dr. Dan Short and seconded by Jack Larson to approve the minutes of the April 13, 2009 Citizens' Oversight Committee meeting.

### **2. Discussion of Committee Requests for Information and Distribution of Written Responses**

There were no Requests for Information submitted for this meeting.

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**3. Progress Update**

**A. Capital Improvement Program Update Report**

The AECOM Program Management Team presented a PowerPoint presentation which provided an update on the Capital Improvement Program (attached).

Questions asked during the presentation are as follows:

**Design**

1. Harold Hebson asked if there had been a report from the principals during the design phase on their satisfaction so far during the process. Gary Griffith stated that each of the Project Managers are working on gathering this information and a report will be compiled shortly. Walter Dansby added that the information that had been received so far was impressive. Mr. Dansby further stated that because of the number of newly appointed school principals the Project Managers will be going back to meet with each of them to make sure they are aware of the scope of work at their respective campuses.
2. Mr. Hebson asked if any analysis had been done on the anticipated operating expenses of the new facilities. Kristabel Lopez stated that all new schools and additions will seek sustainable design standards and the District will be following the standards set by the Collaborative for High Performance Schools (CHPS). This is a new standard that originally started in California and a new standard has been developed for Texas that is specific to our climate and our conditions. All of the buildings will have to meet CHPS operation efficiency standards in order to qualify. These schools will be the first school buildings in Fort Worth to have a geothermal system and it is also expected that there will also be savings in terms of the energy for the HVAC systems.
3. Mr. Hebson stated that it would be interesting to see a prediction of what the costs of running the new facilities is going to be and also any comparative measures that will be informative to us later. Ms. Lopez stated that we will have data of new buildings in terms of using the previous systems that were in place prior to sustainable design. This is the information that will be used to make the comparison. Mr. Dansby added that the District's Energy Managers will also be able to provide information on the energy efficiency of our buildings.
4. Victor Garica asked if the Committee will be able to see the reports on the geothermal savings. Ms. Lopez replied that the District will need a year to collect this data to see how the building performs in all four seasons before this reported can be distributed.

**General**

1. Mr. Dansby stated that a HUB report that was prepared for the Board of Education is currently posted on the CIP website.
2. Dr. Dan Short stated that he is always pleased with the information he receives at the Citizens' Oversight Committee meetings, however, he would like to see a report on concerns or disappointments before they become problems for the program.

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3. Mr. Dansby stated that minor things have happened during the course of the program but they were things that were able to be fixed quickly and the program was able to continue moving forward.
  4. Ms. Lopez stated, as previously reported, Phase 1 construction is currently 1 month behind schedule. Although the team has worked tirelessly to keep the program on schedule there have been instances where a delay has occurred because the projects are bid by bid packages and not by schools. When there is a problem with one school, it can delay the entire bid package. The team has begun to bid 2 bid packages in a week to recover this lost time.
  5. Mr. Dansby added that an architectural firm had been removed through a mutual agreement between the architectural firm and the District. The firm is now working with the newly selected firm to get them up to speed on the project before they totally dissolve their relationship with the District.
  6. Willett Stallworth asked if the mechanical systems would be standardized. Mr. Dansby replied that the mechanical systems are part of the design guidelines and the District will be utilizing Direct Digital Controls (DDC). Mr. Stallworth further asked if there is a review of the mechanical systems process and who is responsible for the process. Mr. Griffith replied that a third party reviewer has been working on bid packages in Phases 2 and 3 and is reviewing mechanical, electrical and architectural work. The District also has a review process that it goes through at the same time where the plans are sent to each of the foremen and they have the opportunity to review the plans. AECOM also performs a constructability review.
  7. Ms. Lopez stated the Capital Improvement Program currently has a challenge that it would like to present to the COC. The team welcomes any suggestions from the COC on ideas to get smaller local contractors more involved in the construction process. The suggestions that have already been presented to the contractors are: (1) find larger firms to associate with, (2) form a joint venture with other smaller firms, and (3) submit proposals for Job Order Contracts. Dr. Short added that it is important that the Committee knows the challenges that the CIP faces so that they can be addressed with the community when the conversations arise.
  8. Mr. Hebson asked what the plan was for the \$9M in project budget savings and \$3M in land acquisition savings. Mr. Dansby stated that the schools that are currently under contract would be reviewed first and the next step would be to return to the Board of Education with a list of district-wide projects. The Board of Education will have the final decision on what projects they would like to see completed with those additional funds.
- B. Technology Update
1. Kyle Davie reviewed the Division of Technology's Technology Components At A Glance report (attached).
  2. Mr. Davie reported the Division of Technology has installed 3,366 Promethean Interactive Whiteboards in classrooms to date.

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3. 3,200 classroom teachers have received Promethean Interactive Whiteboard foundations training. 500 teachers that were not able to receive training during the District's Swine Flu closure will receive their training in August.
4. Round three of Promethean Interactive Whiteboard installations are set to begin on September 14.
5. Mr. Davie reported that the Division of Technology projects that they will have all 5,110 Promethean Interactive Whiteboards installed by December.
6. Mr. Davie added that the Promethean Interactive Whiteboard installation project is on budget and ahead of schedule.

**4. Future Meetings**

The next meeting of the Capital Improvement Program Citizens' Oversight Committee is scheduled for Monday, October 5, 2009 at 6:00 pm.

**5. Adjournment**

The meeting adjourned at 7:01 pm.

**APPROVED**

  
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**Victor Garcia, Chair**

**Date**

*For*

*10.5.09*

Cc: All attendees  
AECOM Document Control

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