



CAPITAL IMPROVEMENT PROGRAM

2017 Citizens' Oversight Committee Meeting Minutes

Date:	November 26, 2018	Location:	FWISD Board Complex Conference Room
Prepared by:	Ana Perez	Project Name:	2017 FWISD Capital Improvement Program
Purpose:	2017 Capital Improvement Program Citizens' Oversight Committee – Quarterly Update	Meeting Start:	6:00 P.M.
		Meeting End:	7:06 P.M.
Attendees:	COC MEMBERS Benda, Robert (Bob) – Chair Gentry, Emily Harvey, Stephanie Hyry, Molly Johnson, Paul Miles, Jr, Roderick Saucedo, Lisa Silverberg, Kal Suarez, Mary Alice Phillips, Quinton West Strawser, Laura ABSENT Cardenas, Josue Poole, Steven Price, Scott Spangler, Anthony Bert Williams Willis, Libby	FWISD Aery, Danielle Burris, Vicki Griffith, Gary Perez, Ana Schiro, Elsie Scribner, Kent PROCEDEO Aanenson, Gary Brock, Barry Gomez, Marisol Johnson, Brian Mwisongo, Jollyn Thompson, Robbie	

The following items were discussed:

1. CALL TO ORDER

Robert (Bob) Benda, Chair, called the meeting to order at 6:00 p.m.

2. DISCUSSION OF COMMITTEE APPROVALS AND ACKNOWLEDGEMENTS

3. 2017 CAPITAL IMPROVEMENT PROGRAM UPDATES

PROCEDEO, presented an overall update thus far of the 2017 CIP. See attached presentation for detailed information. Below are highlights of the presentation.

Every bond package is divided in 4 categories to track projects status and items that need to be approved by the Board of Education.

- Design Process - Yellow
- Procurement - Orange
- Construction - Blue
- Material Turnover - Green

2017 Bond Timeline

November 17 – 2017 Bond Passes

January 2018 – Procurement of Architects, Printing, Moving, Geo-Tech, Environmental and Hazmat, Roof consultants, MEP and Commissioning, Structural and Civil Engineering, HVAC Test and Balance, Material Testing and Surveying begin contract processing.

Present to February 2019 – Procurement of all Quick Start Projects begin

February 2019 – Construction begins for some Quick Start Projects

Financial Overview

Total uncommitted for the 2017 is \$673,255,106.86, 90% of the total 2017 bond budget

Total committed administration miscellaneous expenses such as, labor, land purchase at new “Tanglewood” etc. is \$12,500,134.98, 2%

Total committed design/construction is \$63,979,758.16, 8%. All architects are currently working on all projects.

As the COC continues to meet the total uncommitted will continue to decrease.

*Budget is all money allocated for the specific project.

*Committed is the amount of dollars to a particular vendor, therefore a purchase order/contract is in place.

*Uncommitted dollar amounts to be allocated at a later date, available funds for project.

Procurement Schedule

All design/plans will be completed by the end of 2019. However, the sales of the bond will determine construction. The District is unable to sign up with a contractor until there is enough bonds sold.

The following projects have been opened, evaluated and pending Board approval:

- North Side Athletics (Bid #19-036)
- Waverly Park Elementary Renovation (Bid#19-034)

The following projects currently advertised:

*CMAR is used for more complexed projects, best value to the District.

- CSP – North Side Mariachi (Bid #19-030)
- CMAR – Diamond Hill-Jarvis Add & Reno (Bid #19-044)
- CMAR – New Elementary #229 (Bid #19-071)
- CSP – Dunbar HS Athletics Add & Reno (Bid #19-042)

The following projects are scheduled to advertise

- Amon Carter-Riverside Athletics
- Arlington Heights Athletics
- Benbrook Athletics
- Benbrook Baseball-Softball
- Eastern Hills Athletics
- O.D. Wyatt Athletics Add & Reno
- Poly Athletics
- South Hills Athletics
- Southwest Athletics Addition
- Western Hills Athletics
- Young Men's Leadership Academy (CMAR)
- Amon Carter Add & Reno (CMAR)

Website Updates

Please visit the website for project updates, events, vendor information, pre-proposal meetings, renderings and other bond information. Link below.

www.fwisd2017bond.com

Historically Underutilized Business (HUB) Program Report

The goal for the District is 25% which PROCEDEO has exceeded that goal up to date. PROCEDEO is committed to reaching out to minority vendors. Being in the Design Phase, PROCEDEO has reached 50.82% commitment in HUB contracts to date. This includes HUB Primes, Sub-Contractors, Third Party vendors, and Owner Representatives.

- HUB Commitment to date 50.82%, equivalent to \$32,520,467.19
- 29.06 % of payments have been paid to HUB firms.
 - *Every payment has been verified and paid-out to HUB firms.
- \$7.5 includes design and construction
- Approximately 164 vendors attended the Bond Bid Preview on September 26, 2018

Workshop - "It's Just Business with FWISD"

Educates contractors to fill out HUB forms, policies and answer any questions they may have.

Pre-Proposal Meetings are meant to discuss HUB Program and expectations. Also, potential contractors have the opportunity to see the actual project location.

Financial Overview

Elsie Schiro, Chief Financial Officer, provided an overview of Bond proceeds and Check and Balances for the 2017 CIP.

- Recently the District went to the Board and adopted \$749 M budget.
- To date the CIP has *committed \$76M (about 10% committed)
- In this program \$67M has been built in to the budget for escalation, in case inflation rises in the next two-three years.

*Committed (actually paid-out to vendor, or encumbered (services to be performed)

4. GENERAL DISCUSSION / ANNOUNCEMENTS

Amended Ethics Policy Statement has been revised and approved. It will be submitted for Board approval.

2019 COC Meeting dates have been discussed and approved. Changes will be made to proposed dates.

5. FUTURE MEETING CONFIRMATION

The next meeting will be held on February 18, 2019.

*Meetings are audio recorded for District records

6. ADJOURNMENT

The meeting adjourned at 7:06 p.m.

Approval

Robert Benda, Chairman

Date

Cc: All attendees
PROCEDEO Document Control