

MEETING NOTICE

Notice is hereby given that on the 1st day of August 2022 the Citizens' Oversight Committee for the 2017 Capital Improvement Program (CIP) will hold a meeting beginning at 6:00 P.M. at the Fort Worth ISD Professional Development Center (PDC) Room 256, located at 3150 McCart Ave, Fort Worth, 76110. The subjects to be discussed are listed on the agenda that is made a part of this notice. Items do not have to be taken in the order shown on this meeting notice.

AGENDA

Citizens' Oversight Committee

FWISD Professional Development Center

3150 McCart Ave

Fort Worth, TX 76110

August 1, 2022

1. **6:00 P.M. – CALL TO ORDER** – Fort Worth Independent School District, Board Complex Conference Room
2. **COMMITTEE APPROVALS AND ACKNOWLEDGEMENTS**
 - Approval of April 18, 2022 Meeting Minutes
3. **2017 CAPITAL IMPROVEMENT PROGRAM**
 - CIP Internal Audit
 - 2017 Bond Timeline
 - Scheduling / Phasing
 - Financial Update
 - HUB Update
 - Construction Update
4. **GENERAL DISCUSSION/ANNOUNCEMENTS**
5. **FUTURE MEETING CONFIRMATION:** October 17, 2022
6. **ADJOURNMENT**



| | | | |
|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| Project Bond | 2017 Capital Improvement Program | | |
| Subject | 2017 COC Meeting | | |
| Date/Time | Monday, August 1, 2022 | Time 06:05 PM | Adjourned: 7:16 PM |
| Location | PDC Conf. 256 | | |
| Facilitator | FWISD CIP | | |
| Prepared by | Ana Perez | | |
| Attendees | <u>COC</u> Christene Moss Emily Gentry Kal Silverberg Laura West Strawser Roderick Miles Stephanie Harvey Tim Carter | <u>FWISD</u> Ana Perez Dr. Joseph Coburn Loretta Salvatore | <u>PROCEDEO</u> Barry Brock Brenea Proctor Brian Johnson Madeleine Sara Marisol Gomez Robbie Thompson |

MEETING MINUTES

| ITEM # | COMMENTS/ACTION ITEMS | RESPONSIBLE PARTY | TARGET DUE DATE |
|-------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-----------------|
| Committee Approvals and Acknowledgements | 1. Approval of COC Minutes for the April 18, 2022 meeting, approved by the committee. | | |
| CIP Internal Audit | See presentation for report details. 1. Listing Pay Applications: 2 of 25 (25%) were paid after 30 days 2. The average time from receipt from contractor to payment is 27 days. | | |
| 2017 Bond Timeline | 1. 21 projects completed 2. 12 of the 21 are in closeout 3. 10 projects are in construction | | |
| Scheduling/Phasing | 1. The projects below are currently in construction <ul style="list-style-type: none"> a. Dunbar Reno - Owner Move-In b. OD Wyatt - Owner Move-In c. Arlington Heights - Owner Move-In d. Amon Carter Riverside Add/Reno/Fine Arts - Construction e. Poly Add/Reno - Construction f. South Hills Add/Reno - Construction g. Trimble Tech Reno - Construction h. Paschal Reno - Construction i. YMLA - Construction <ul style="list-style-type: none"> i. 1-year delay due to significant structure issues, unable to check while students were on campus ii. Funding necessary to complete project, will need Board approval | | |
| Financial Update | The financial data below is accurate as of June 30, 2022. <ul style="list-style-type: none"> 1. \$606,431,986 (87%) of the bond? Has been paid 2. \$68,387,008 (9%) has been encumbered 3. \$31,750,844 (4%) is available | | |

| | |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| HUB Update | <p>All numbers are as of July 18, 2022</p> <ol style="list-style-type: none"> 1. Committed percentage rate is at 42.49% for this quarter 2. \$275,032,809.69 have been committed to HUB Contracts 3. FWISD had a booth at the Regional Hispanic Contractors Association (RHCA) Pillar Awards Vendor Expo on April 19, 2022 <p>Attended over 10 events to invite and to educate HUB contractors how to do business with FWISD.</p> |
| Construction Update | <p>No major issues with current construction projects</p> <p>Projects currently in construction</p> <ol style="list-style-type: none"> 1. Amon Carter-Riverside Add/Reno 96% - No issues 2. Arlington Heights Add/Reno 95% <ol style="list-style-type: none"> a. Restroom issues will be in the Owner Betterment projects 3. Dunbar Reno 97% 4. OD Wyatt Add/Reno 97% 5. Paschal Reno 90% 6. Polytechnic Add/Reno 92% - No issues 7. South Hills Add/Reno 68% <ol style="list-style-type: none"> a. New Addition, 34 classes to be opened in August b. Pending landscaping 8. South Hills Athletics 68% 9. Trimble Tech Reno 83% 10. YMLA Add/Reno 76% <ol style="list-style-type: none"> a. New HS has been turned over to the District b. Exterior painting to match building has begun c. Structure issues on the oldest building |
| General Discussion | |
| UPCOMING MEETING: OCTOBER 17, 2022 6:00 PM | |



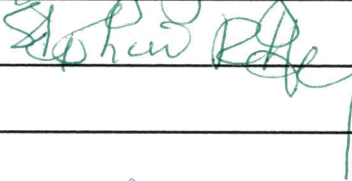
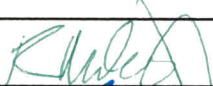

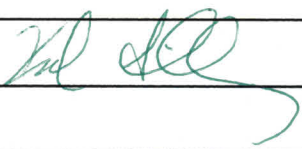
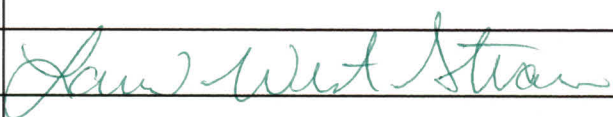
Fort Worth Independent School District
Capital Improvement Program
Meeting Location:
Board Conference Room



Meeting Attendance Sign In

Date: August 1, 2022

Meeting : Citizens' Oversight Committee - 2017 CIP

| Name | Signature |
|-------------------------|--------------------------------------------------------------------------------------|
| Benda, Robert | |
| Cardenas, Josue | |
| Carter, Tim |  |
| Gentry, Emily |  |
| Harvey, Stephanie |  |
| Hyry, Molly | |
| Johnson, Paul | |
| Miles, Jr., Roderick F. |  |
| Moss, Christene |  |
| Poole, Steven | |
| Saucedo, Lisa | |
| Silverberg, Kal |  |
| Spangler, Anthony | |
| Suarez, Mary Alice | |
| West Strawser, Laura |  |
| Willis, Libby | |
| | |

Meeting Attendance Sign In

Meeting : Citizens' Oversight Committee - 2017 CIP

August 1, 2022

FWISD Representatives

Name

Signature

| | |
|----------------------------|----------------------------|
| Ana Perez | Ana Perez |
| ROBBIE THOMPSON | Robbie Thompson |
| Loretta Salcedo | Loretta Salcedo |
| Dr. Joseph Coburn | |
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Procedo

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|-----------------|-----------------|
| ROBBIE THOMPSON | Robbie Thompson |
| Marisol Gómez | Marisol Gómez |
| Brenea Portue | Brenea Portue |
| Brian Johnson | Brian Johnson |
| Barry Brock | (via Teams) |
| Madeline Sord | |
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Citizens' Oversight Committee Meeting

2017 FWISD Capital Improvement Program

Presented By: **PROCEDEO**
August 1, 2022

AGENDA

- CIP Internal Audit
- 2017 Bond Timeline
- Scheduling/Phasing
- Financial Update
- HUB Update
- Construction Update

Internal Audit Capital Improvement Program (CIP) Presentation

**Citizen's Oversight Committee
Meeting**

FWISD Internal Audit

August 1, 2022

Pay Applications: 2 of 25 (25%) were paid after 30 days.

| REF# | PO# | SCHOOL NAME/JOB | VENDOR | AMOUNT | Avg Days from Receipt from GC to Pay | Avg Days from Proceed to GC Pay | Payment Completed within 30 Da | Invoice Documentation Complete |
|------|-------------|-------------------------------|----------------------------|----------------------|--------------------------------------|---------------------------------|--------------------------------|--------------------------------|
| 1 | 32000266-18 | Poly HS | Dunn-Phillips May JV | 2,213,506.22 | 31 | 24 | r | a |
| 2 | 32000019-26 | Southwest HS | Imperial Construction | 414,689.53 | 58 | 58 | r | a |
| 3 | 31800018-32 | Amon Carter-Riverside HS | Glenn Partners | 65,889.54 | 37 | 34 | r | a |
| 4 | 32000145-26 | Benbrook MS/HS | Adolfson & Peterson | 16,303.99 | 41 | 17 | r | a |
| 5 | 32000145-25 | Benbrook MS/HS | Adolfson & Peterson | 15,650.49 | 59 | 16 | r | a |
| 6 | 32000067-27 | Amon Carter-Riverside HS | Byrne Potere | 2,843,284.80 | 30 | 27 | a | a |
| 7 | 32000112-23 | Amon Carter-Riverside HS | Globe Engineers Inc | 399.00 | 30 | -5 | a | a |
| 8 | 32000118-04 | Western Hills HS | Summit Consultants Inc | 25,766.83 | 27 | 23 | a | a |
| 9 | 31800018-34 | Amon Carter-Riverside HS | Glenn Partners | 53,896.09 | 24 | 3 | a | a |
| 10 | 31900260-19 | Overton Park ES New - 229-131 | Steele & Freeman | 288,847.69 | 24 | 17 | a | a |
| 11 | 32000086-19 | Overton Park ES | Steele & Freeman | 966,632.44 | 24 | 17 | a | a |
| 12 | 31800018-33 | Amon Carter-Riverside HS | Glenn Partners | 9,414.22 | 23 | 9 | a | a |
| 13 | 32000203-23 | Arlington Heights HS | SFP2 | 970,991.80 | 22 | 10 | a | a |
| 14 | 32000067-29 | Amon Carter-Riverside HS | Byrne Potere | 742,648.14 | 20 | 8 | a | a |
| 15 | 32000145-27 | Benbrook MS/HS | Adolfson & Peterson | 8,980.32 | 20 | 10 | a | a |
| 16 | 32000164-23 | Western Hills HS | Reeder General Contractors | 215,685.38 | 20 | 9 | a | a |
| 17 | 32000067-28 | Amon Carter-Riverside HS | Byrne Potere JV | 710,659.36 | 14 | 10 | a | a |
| 18 | 32000307-21 | Trimble Tech HS | Byrne Potere JV | 896,399.16 | 13 | 10 | a | a |
| 19 | 32000280-01 | Poly HS | Air Balancing Co | 9,235.00 | 10 | 6 | a | a |
| 20 | 32000280-02 | Poly HS | Air Balancing Co | 18,470.00 | 10 | 6 | a | a |
| | | | | 10,487,350.00 | 27 | 15 | | |

Internal Audit – Continuous Monitoring Results

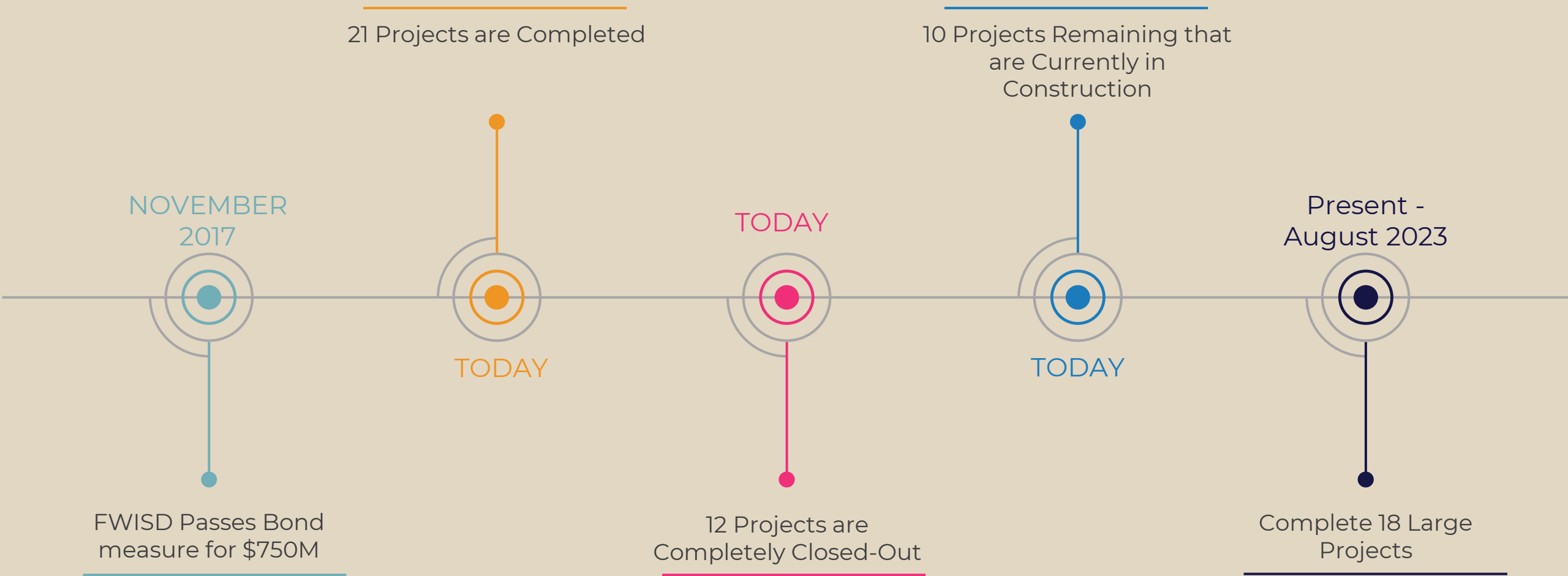
- Polytechnic 32000266-18 totaling \$2,213,506.22 - Per communications between the Owners Representative it that CIP Accounting did not have the invoice that was forwarded on 12/27/2021 The pay application was received from the contractor on 12/20/2021, while the district was closed for Christmas break. Total days from receipt to payment was 31 days.
- Southwest HS Reno 32000019-26 totaling \$414,689.53 – The review of this pay app was requested by the Chief of Construction. The payment was delayed due initially to the AE not signing off on the work and was additionally delayed due to the complexity of the review of the supporting documentation being included in multiple phases making it difficult to trace the supporting documentation. IA worked with the Owners Representative and the contractor to create a document that traced the documentation to the specific pay application and phase where the work occurred. Total days from receipt to payment was 58 days.

- Amon Carter Riverside **31800018-32** totaling **\$65,889.54** – The delay was due to requests from CIP Accounting prior to 1/1/2022, all AE invoices were not approved for processing until the GC for the project was paid. This request was the root cause of this delay. To prevent this from reoccurring, a new directive was put in place effective 1/1/2022 from the Chief of Construction to allow payment to proceed for all future billing periods. Total days from receipt to payment was 37 days.
- Benbrook **32000145-25** totaling **\$15,659.49** - The pay app #24 was a partial retainage release and the processing of the retainage release was held up for financial close documents to proceed per CIP Accounting. therefore, the pay app #25 was held up for the prior pay app application #24. Total days from receipt to payment was 59 days.
- Benbrook **32000145-26** totaling **\$16,303.99** – Similar to pay app # 25 was held up to wait for the full processing of #25 in order to proceed. Total days from receipt to payment was 41 days.

Internal Audit – Continuous Monitoring Summary

- The Sixth Continuous Monitoring Report found an increase in pay apps paid beyond thirty days and average time of payment, but to provide some perspective to the finding. Three of the findings above for Benbrook and Amon Carter amounted totaled \$97,844 or less than 1% of the sampled total dollar amount. The Benbrook payment delays were related to close out and the Amon Carter delay led to a process change within CIP directed by the Chief of Construction.
- The average time from receipt from Procedeo to CIP and the contractor payment was **15** days from the prior Continuous Monitoring Report.
- The average time from receipt from contractor to payment was **27** days.
- A new process was implemented in January 2022 to prevent the delay of AE payments and allow future billings to be paid promptly. CIP Accounting held the AE invoices until all GC invoices were paid, causing the delay for the Amon Carter Riverside **31800018-32** payment.
- Note: State Law requires payment within **30** days. CIP's goal is **14** days!

2017 BOND TIMELINE



CURRENT SCHEDULE/PHASING PLAN

Phasing Plan

As of 7/22/2022

2022

2023

MAR

APR

MAY

JUN

JUL

AUG

SEP

OCT

NOV

DEC

JAN

FEB

MAR

APR

May

JUN

JUL

AUG

PROJECTS

(CMAR) - Diamond Hills Jarvis - Complete

(CMAR) - North Side - Complete

(CMAR) - Southwest - Complete

(CMAR) - Eastern Hills - Complete

(CMAR) - Dunbar Renov

(CMAR) - OD Wyatt

(CMAR) - Arlington Heights

(CMAR) - Amon Carter Riverside Add/Reno/Fine Arts

(CMAR) - Poly AR

(CMAR) - Paschal Renov

(CMAR) - Trimble Tech Renov

(CMAR) - South Hills AR

(CMAR) - Young Men's Leadership Academy

TODAY

LEGEND

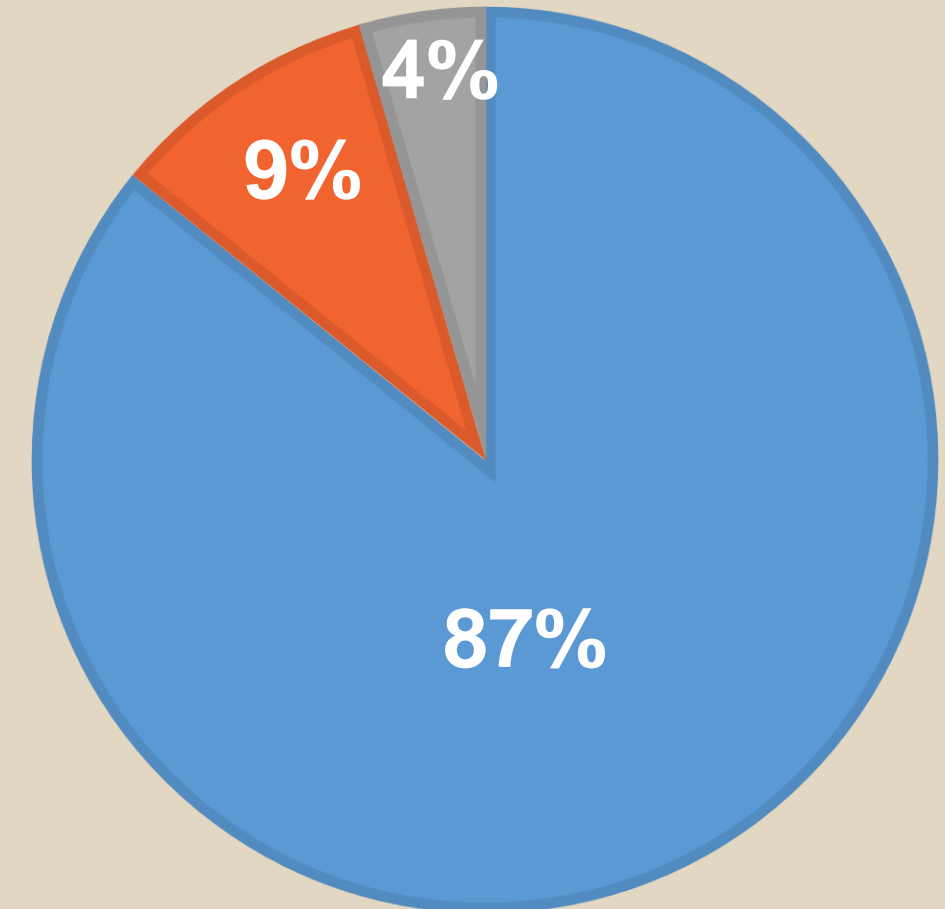


- OWNER MOVE-IN
- CONSTRUCTION

FINANCIAL UPDATE

| Job Description | Paid | Encumbered | Unencumbered |
|--------------------------------|--------------------|-------------------|-------------------|
| Amon Carter Riverside | 49,416,513 | 2,914,646 | 2,176,808 |
| Arlington Heights | 49,111,684 | 4,298,577 | 1,406,654 |
| South Hills | 32,455,678 | 20,111,824 | 2,182,041 |
| Diamond Hill Jarvis | 29,130,875 | 403,034 | 1,327,165 |
| Dunbar, Paul Laurence | 32,483,133 | 1,514,680 | 1,237,924 |
| Eastern Hills | 46,974,336 | 1,833,584 | 3,733,305 |
| North Side | 33,940,637 | 1,673,916 | 1,117,554 |
| Polytechnic | 44,993,063 | 5,456,171 | 2,570,007 |
| Paschal, R.L. | 38,143,478 | 6,680,225 | 1,581,309 |
| Trimble Technical | 32,992,598 | 7,743,800 | 3,835,362 |
| Southwest | 43,134,701 | 205,787 | 1,546,889 |
| Western Hills | 30,962,172 | 2,676,886 | 811,281 |
| Wyatt, O.D. | 45,016,343 | 1,911,400 | 677,007 |
| Benbrook MSHS | 28,769,676 | 250,489 | 1,393,907 |
| Young Men's Leadership Academy | 28,410,113 | 9,228,563 | 1,802,222 |
| Tanglewood | 5,040,262 | 412,280 | 774,725 |
| Waverly Park | 2,269,556 | - | 80,679 |
| Overton Park | 29,603,595 | 50,525 | 1,956,755 |
| Owner's Rep Mobilization | 318,530 | - | - |
| Texas Biomedical Sciences | 2,294,994 | 969,097 | 735,909 |
| World Language Institute | 734,443 | 6,565 | 258,992 |
| Administration | 235,604 | 44,959 | 544,348 |
| TOTALS | 606,431,986 | 68,387,008 | 31,750,844 |

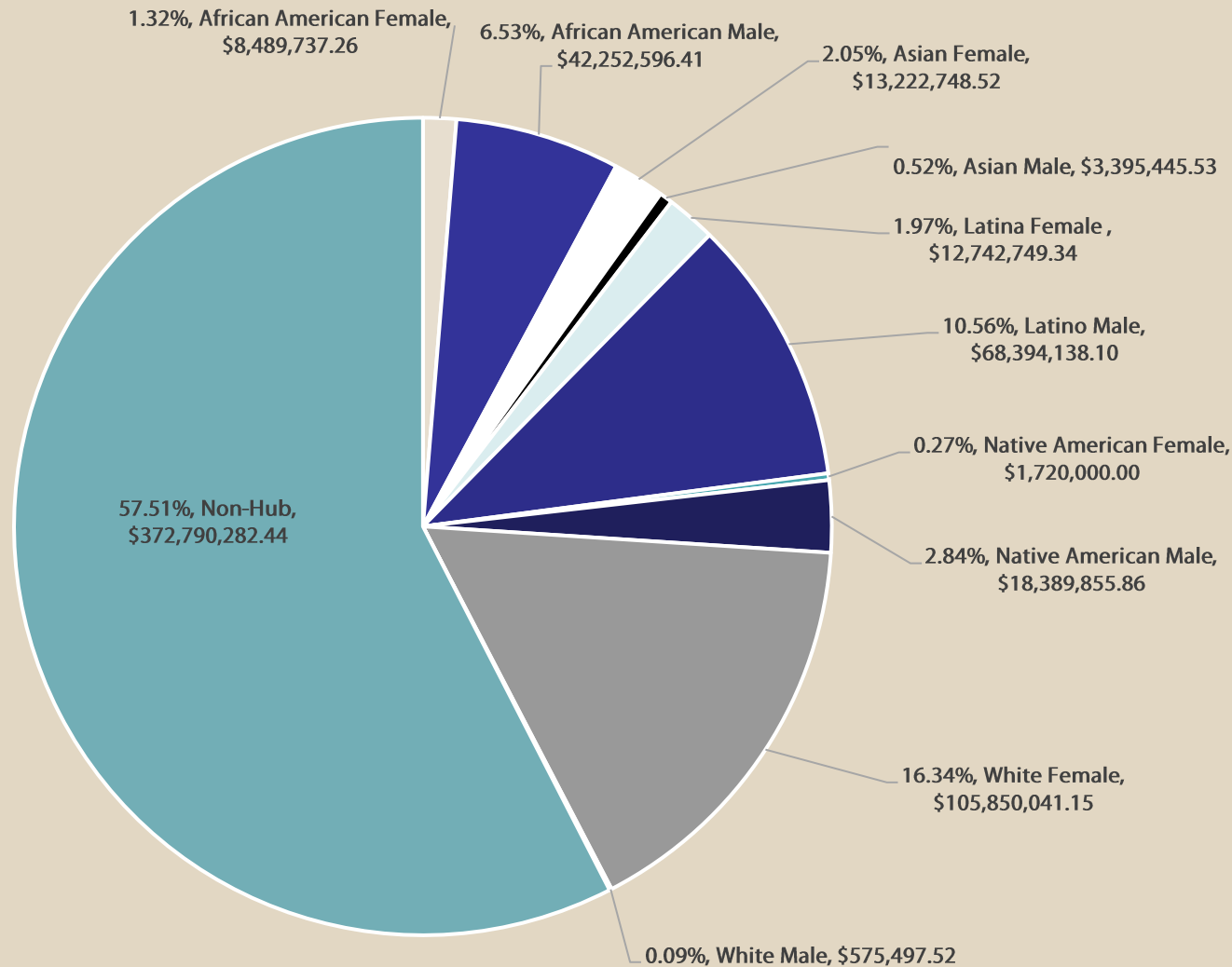
■ Paid ■ Encumbered ■ Unencumbered



All numbers are as of 6/30/2022

HUB PROGRAM REPORT

HUB Contracts



COMMITTED

42.49%

HUB contracts to date

\$275,032,809.69

**All numbers are as of
7/18/2022**

2021 HUB BREAKDOWN REPORT

| | DEC 2021 | MAR 2021 | JUL 2022 |
|-----------------------------|------------------|------------------|------------------|
| African American Female | \$8,482,607.13 | \$8,482,607.13 | \$8,489,737.26 |
| African American Male | \$43,011,730.34 | \$42,875,739.93 | \$42,252,596.41 |
| Asian Female | \$12,527,365.11 | \$13,032,573.53 | \$13,222,748.52 |
| Asian Male | \$4,158,548.18 | \$4,188,599.998 | \$3,395,445.53 |
| Latina Female | \$12,876,756.71 | \$12,882,972.01 | \$12,742,749.34 |
| Latino Male | \$67,875,109.39 | \$68,156,270.25 | \$68,394,138.10 |
| Native American Female | \$1,720,000.00 | \$1,720,000.00 | \$1,720,000.00 |
| Native American Male | \$18,391,997.83 | \$18,444,194.64 | \$18,389,855.86 |
| White Female | \$104,298,643.05 | \$104,334,134.24 | \$105,850,041.15 |
| White Male | \$1,130,497.52 | \$1,130,497.52 | \$575,497.52 |
| NON-HUB | \$372,793,757.79 | \$372,295,438.03 | \$372,790,282.44 |
| Total HUB Percentage | 42.40% | 42.54% | 42.49% |



HUB OUTREACH

- Regional Hispanic Contractors Association (RHCA) Pillar Awards Vendor Expo | **April 19th**
- North Central Texas Regional Certification Agency (NCTRCA) Ribbon Cutting Event | **April 21st**
- DFW Minority Supplier Development Council (DFWMSDC) ACCESS LIVE BUSINESS EXPO | **May 2nd**
- JE Dunn HUB BIDDING Networking Event | **May 11th**
- Minority Business Development Agency (MBDA) Early Morning Business Opportunity Meeting | **May 12th**
- DFW Airport Capacity Building Series | **May 25th**
- Regional Black Contractors Association (RBCA) Committee Meeting Increasing Minority #s Strategic Planning | **May 26th**
- Doing Business w/ FWISD CIP (HUB Networking Event) | **June 9th**
- Women's Business Council Table Topics Luncheon | **June 14th**
- Source Building Group Team Awards Banquet | **June 16th**
- Fort Worth Chamber Commerce (FWC), Fort Worth Metropolitan Black Chamber (FWMBCC) & Fort Worth Hispanic Chamber (FWHCC) Meet and Greet Mixer | **June 16th**
- RHCA Economic Business Development Committee Meeting | **June 21st**
- FWMBCC 21st Annual Luncheon | **June 24th**
- Dallas ISD Construction Bid-Preview | **June 29th**



CONSTRUCTION UPDATE



Fort Worth
INDEPENDENT SCHOOL DISTRICT

CONSTRUCTION UPDATE

Construction % Complete

| | | | |
|-------------------------|-----|----------------------------------|-----|
| South Hills Add & Reno | 62% | Polytechnic Add & Reno | 92% |
| South Hills Athletics | 68% | Arlington Heights Add & Reno | 95% |
| YMLA Add & Reno | 76% | Amon Carter-Riverside Add & Reno | 96% |
| Trimble Tech Renovation | 83% | Dunbar Renovation | 97% |
| Paschal Renovation | 90% | OD Wyatt Add & Reno | 97% |



South Hills Add & Reno 68% Complete



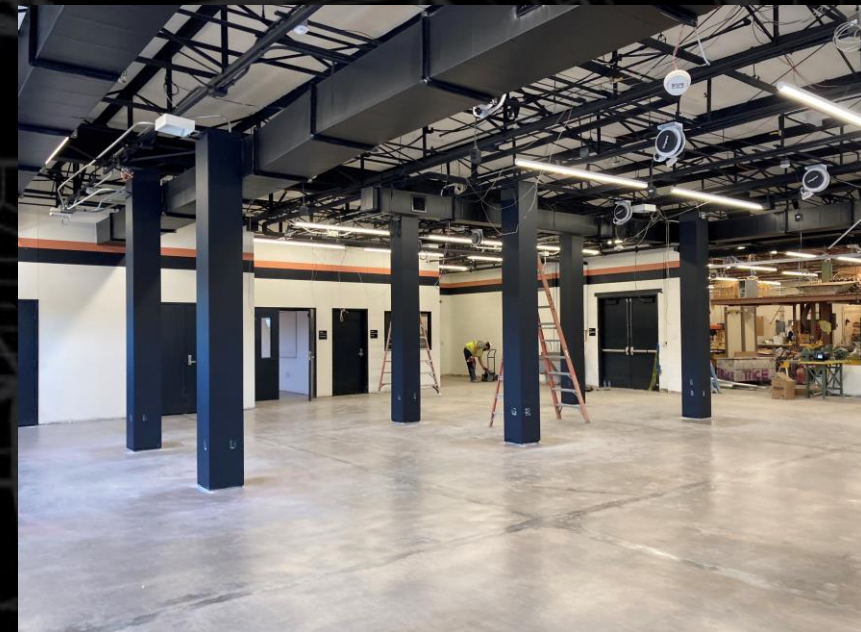
YMLA Add & Reno

76% Complete



Trimble Tech Renovation

83% Complete



Paschal Renovation

90% Complete



Arlington Heights Add & Reno

95% Complete

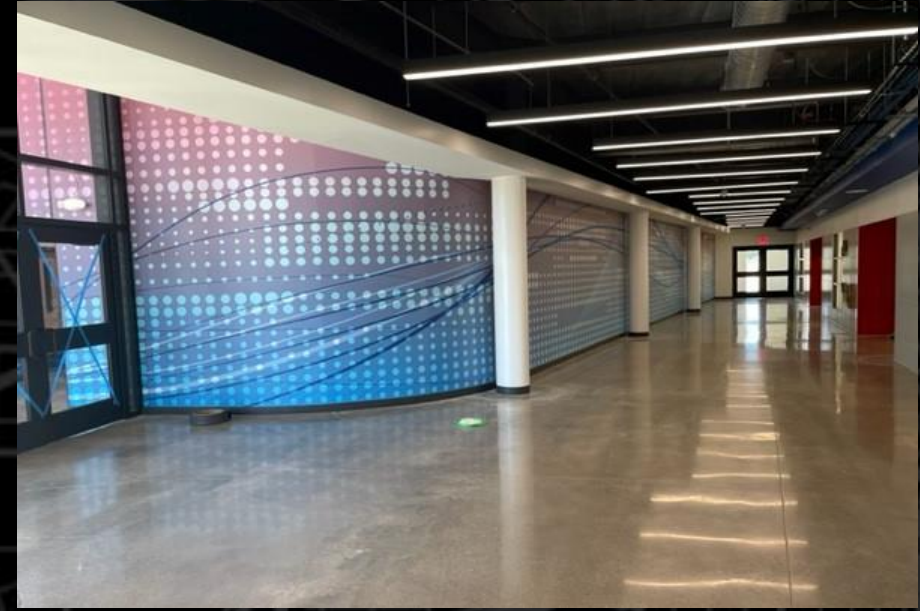


Polytechnic Add & Reno

92% Complete



Amon Carter-Riverside Add & Reno 96% Complete



OD Wyatt Add & Reno

97% Complete



Dunbar Renovation

97% Complete



Thank you



Fort Worth
INDEPENDENT SCHOOL DISTRICT