



CAPITAL IMPROVEMENT PROGRAM

2017 Citizens' Oversight Committee Meeting Minutes

Date:	March 19, 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:	7:22 P.M.
Attendees:	COC MEMBERS Benda, Robert (Bob) – Chair Cardenas, Josue Gentry, Emily Harvey, Stephanie Hyry, Molly Johnson, Paul Miles, Jr, Roderick Phillips, Quinton Saucedo, Lisa Silverberg, Kal Suarez, Mary Alice West Strawser, Laura Bert Williams – Vice-Chair Willis, Libby ABSENT Poole, Steven Price, Scott Spangler, Anthony	FWISD Aery, Danielle Burris, Vicki Cofer, Randall George, Debra Giron, William Griffith, Gary Perez, Ana Schiro, Elsie Scribner, Kent PROCEDEO Aanenson, Gary Brock, Barry Grenier, Tara Johnson, Brian BOARD MEMBERS Moss, Christene Robbins, Norman	

The following items were discussed:

1. CALL TO ORDER

Vicki Burris, Chief Officer of Capital Improvement Program called the meeting to order at 6:00 p.m.

Dr. Kent P. Scribner introduced the 2017 Citizens' Oversight Committee (COC) members and gave a brief description of the duties of a COC member. Recap of the 2017 bond election.

The following individuals will be serving the COC for the 2017 Capital Improvement Program (CIP).

Emily Gentry, Mary Alice Suarez, Lisa Saucedo, Libby Willis, Bob Benda, Paul Johnson, Laura West Strawser, Molly Hyry, Stephanie Harvey, Quinton Phillips, Roderick Miles, Bert Williams, Kal Silverberg, Josue Cardenas (Absent: Anthony Spangler, Scott Price, Steven Poole)

2. DISCUSSION OF COMMITTEE APPOINTEE AND MEMBER TERMS

Selection of Officers

Vicki Burris, Chief Officer of Capital Improvement Program began the discussion of the COC officers for the 2017 COC. Molly Hyry recommends Bob Benda as Chair and Bert Williams as Vice-Chair. Roderick Miles seconds Molly's recommendations. Bob Benda accepts the position as Chair and Bert Williams accepts as Vice-Chair for this term.

Member Terms

Discussion of the different length of terms such as two-year vs three-year terms and the option to opt-out if unable to complete the entire term. Details of member terms will be included in the final 2017 COC Guidelines.

The COC established a sub-committee to decide on specific details for the Guiding Principles, they will decide what is best for this committee regarding the length of member terms. The following members have volunteered to serve in the sub-committee: Bob Benda, Bert Williams, Libby Willis, Molly Hyry, Roderick Miles, Kal Silverberg, Lisa Saucedo.

The attendance of the COC members will be enforced and will use the protocol as stated in the 2017 COC Guidelines.

3. 2017 CAPITAL IMPROVEMENT PROGRAM UPDATES

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

Mobilization

PROCEDEO is gearing up to staff up on their team to serve this bond program.

Design

Selection of Architects has been announced. There are fourteen major projects, thirty architects were interested. Architects were selected based on prior performance, ability to perform on the type of projects that we currently have. Local architects were a priority.

The 2017 CIP has adopted the 2017 AIA Agreement to begin contracts.

Construction

The General Contractors AIA Agreement is being revised.

PROCEDEO has established some outreach with contractors to begin a relationship to gain interest in the upcoming projects.

The goal for the District is 25% which PROCEDEO has exceeded that goal up to date. Working with all local groups to get them to engage in our projects. Robbie Thompson is the HUB Director that has been involved in this process.

Budget and Accounting

Elsie Schiro, Chief Financial Officer discuss how the budget was composed and the selling of the bonds.

It was proposed to the voters that their taxes would not increase with this bond. In order to not have an increase in tax rate, initial projections showed that \$125M in bonds will need to be sold per year for six years. Stability in interest rates continues, due to taxable property values increasing this weighs a great deal on what the tax rate is. The District will be selling \$185M in bonds in April which will allow the CIP to escalate the program from six to five years, possibly a four-year program depending on bonds sold.

- Next meeting we will have budgets by location, financials on projects and overall authorizations of the \$749,735M bond
- 75% Hard costs (Construction costs)
- 25% soft costs (Performance ex. Architectural fees, material testing, surveys...)

Program Scope

Tara Grenier, Design Manager with PROCEDEO, discussed the program scope and information of the bond planning with Engaged to Learn and PBK Architects.

Engaged to Learn and PBK completed an assessment to identify the needs of each campus which aligns with the planning of the program scope which include renovations, additions, existing systems, finish upgrades.

The pre-planning of the bond does not take any of the 2017 CIP funds. In the past the District used to finance short-term assets (transportation, uniforms, band instruments, technology) however, that would increase the tax rate. The TRE (Penny Swap) buys short-term assets, giving the ability to sell more bonds and not raise tax rates.

Quick Start Projects (QSP)

- QSP \$304,358,031
- Renovation/Additions
- Two new schools
 - New Elementary School
 - Young Men's Leadership Academy
- 16 General Contractors interested in bidding new projects
- QSP were chosen by their size, smaller projects

Communications

PROCEDEO is working towards a transparent process in this bond program. They have a technology team that has been working with Communications to develop a new CIP website to integrate with the FWISD website. This website will be updated on a monthly basis. See presentation attached (pages 7-10) to view a mockup of the website.

The page will include the following data:

- Monthly Updates
- Location of project sites
- Events
- Expenditures
- Schedule
- Gallery
- Project status
- Recent and current projects
- Aerials/Renderings

Program Schedule – Phase 1

See presentation attached (page 11) to view a mockup of the program schedule. A detailed schedule will be created once dates and projects are established.

4. GENERAL DISCUSSION / ANNOUNCEMENTS

5. FUTURE MEETING CONFIRMATION

The next meeting will be held on May 21, 2018.

Proposed Calendar Meeting Dates

Monday, August 27, 2018

Monday, November 26, 2018

COC members have suggested possibly meeting at different campuses, specifically High Schools, for upcoming COC meetings or separate tours with COC members.

Meetings are audio recorded and will be available in the Board Conference Room.

6. ADJOURNMENT

The meeting adjourned at 7:22 p.m.

Approval



Robert Benda, Chairman

Date

5/21/2018

Cc: All attendees
PROCEDEO Document Control

Citizens' Oversight Committee Meeting

2017 FWISD Capital Improvement Program

Presented By: PROCEDEO

March 19, 2018



Fort Worth
INDEPENDENT SCHOOL DISTRICT

Agenda

Capital Improvement Program Overview



- Program Accomplishments to Date
- Budget & Accounting
- Program Scope
- Bidding Status
- Quick Start Projects
- Communication Tools
- Program Schedule

2017 CIP Overview

Program Accomplishments to Date

MOBILIZATION

- Office space
- Technology – FWISD
- Technology – Procedeo
- Telephones
- Staffing
- Collaborative orientation
- Current document review
- Current process and procedures review
- New format for 2017 agreement
 - Architect
 - General Contractor
- Consultant and vendor procurement
- Architect review and assignment
- Phasing
- Budget
- Scope identification from PBK document
- Advertisement for services

DESIGN

- Contracts
- Document review
- Assignment
- Orientation process
- 21st Century classroom design definition
- Spatial definition and program
- Education Specifications
- Technical Design Guidelines
- Site selection and procurement
- Design Manual
- Surveys
- Facility Condition Assessment
- Systems assessment
- Technology
- Safety and Security
- FF&E

CONSTRUCTION

- PM staffing & orientation
- Process and procedure review/improvement
- Site visits
- Quick start mobilization
- Document review/process
- Contract
 - Review/Modify/Compare
 - Workshop
- Contractor outreach
- Scoring criteria
- HUB
- Audit preparation
- Association outreach
- Construction manual
- Orientation
- Forms & process
- City orientation and coordination

COMMUNICATIONS

- Web Development
- Outreach
- Board Presentation
- Facilities Presentation
- Student Engagement
- Content Gathering

2017 CIP Overview

Budget & Accounting

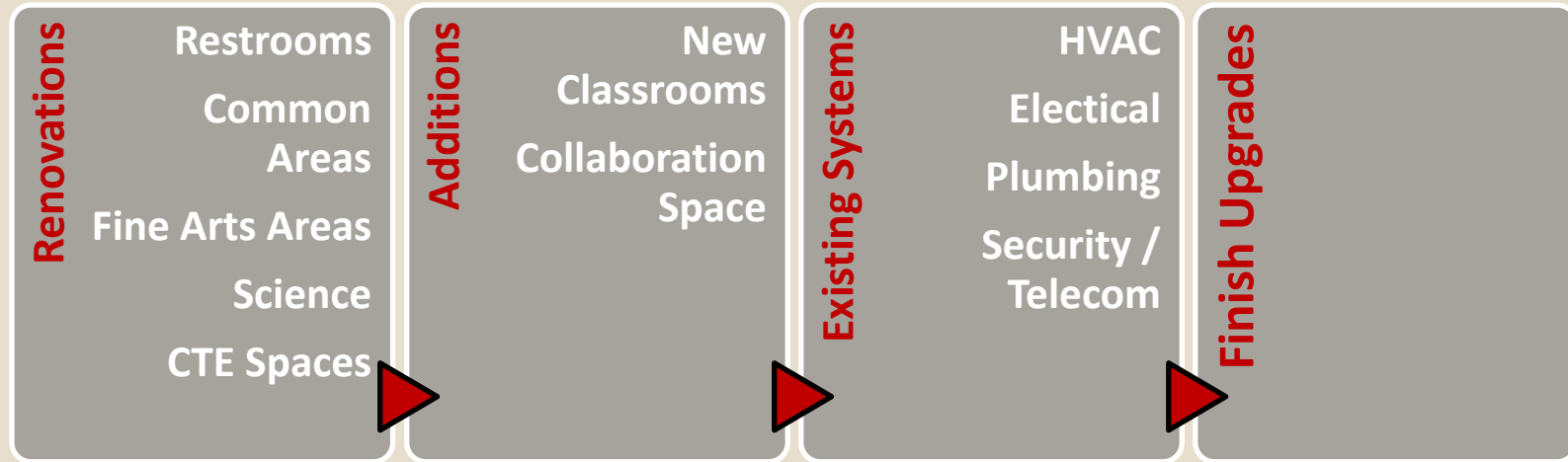


- Budget for the Program was established by the BOE at \$749,735,000.00
- Funds were distributed by project in accordance with the published data
- Each project was divided into specific line codes for distribution of funds for expended amounts
 - Hard Costs
 - Soft Costs
- Construction dollars available to each project is approximately 75% of the total budget**

Fort Worth ISD 2017 Bond CIP Cost Breakdown				
SAMPLE HIGH SCHOOL RENOVATION				
Description	Object - Code	New Sub-Object	Formula or Established	Original Budget Amount
Escalated CCL - Construction Estimate w/GC OH&P	6629	B39		\$ 24,500,000.00
Project Contingency	6629	B40	.05*B	\$ 1,225,000.00
Project Construction Budget (PCB)				\$ 25,725,000.00
Base Design Fee - AE	6629	B37	.0765*F6	\$ 1,967,962.50
Add Services for Design AE	6629	A37	.0035*F6	\$ 85,750.00
AE Reimbursable	6629	R37	.00055*F6	\$ 13,475.00
Cost Estimating	6629	C38	TBD	\$ -
Geotechnical	6629	G38	TBD	\$ -
Environmental	6629	E38	TBD	\$ -
Surveying	6629	S38	TBD	\$ -
FF&E Campus	6629	B43		\$ 1,470,000.00
FF&E Contingency	6629		.1	\$ 147,000.00
Technology outside of CCL	6629		TBD	\$ -
Haz-Mat Abatement	6629	A42	.0005*F6	\$ 1,286,250.00
Haz-Mat Contingency	6629	A42	.01*F17	\$ 128,625.00
Haz-Mat Sample/Monitoring & Hazmat Design Fee	6629	H38	.02*F6	\$ 490,000.00
Material Testing	6629	M42	.0068*F6	\$ 166,600.00
Test & Balance	6629	T42	.0075*F6	\$ 183,750.00
Roof Inspection / Consulting	6629	R38	.003*F6	\$ 73,500.00
Commissioning	6629	C42	.0033*F6	\$ 85,750.00
RAS Review	6629	A38	ESTABLISHED	\$ 2,000.00
Permits & Fees	6629	R42	.0075*F6	\$ 183,750.00
Moving Expenses	6629	M41	.01*F6	\$ 245,000.00
Overtime-Custodial Support	6629	O42	.003*F6	\$ 73,500.00
Utility Moves	6629	U42	TBD	\$ -
JOC or Demolition Contractor	6629	J41	TBD	\$ -
JOC or Demolition Contractor Contingency	6629	C41	TBD	\$ -
Swing Space Contractor outside GC contract	6629	S42	TBD	\$ -
Demolition Contractor	6629	D46	TBD	\$ -
Demolition Contractor Contingency	6629	C46	TBD	\$ -
Printing / Miscellaneous Costs	FWISD	P44	FWISD Admin Cost	\$ -
Bid Advertisements	FWISD	A44	FWISD Admin Cost	\$ -
Communications	FWISD	C44	FWISD Admin Cost	\$ -
Insurance Administration	FWISD	I44	FWISD Admin Cost	\$ -
Management Software	FWISD	M44	FWISD Admin Cost	\$ -
Safety Support	FWISD	S44	FWISD Admin Cost	\$ -
Trust Account	FWISD	T44	FWISD Admin Cost	\$ -
Total Project Cost (Sum of F thru X2)				\$ 32,327,912.50
Owner Representative Fee	6629	B48	ESTABLISHED	\$ 1,454,658.63
Owner Representative Reimbursable	6629	R48	TBD	\$ -
Owner Representative Additional Services	6629	A48	TBD	\$ -
Owner Representative Mobilization	6629	M48	ESTABLISHED	\$ 10,077.80
FWISD Admin Cost	6629	B49	ESTABLISHED	\$ 1,173,409.14
Contingency Holding Account	6629	H40	ESTABLISHED	\$ 924,943.93
Total Project Budget			SUM of Y thru AC	\$ 35,900,000.00

2017 CIP Overview

Program Scope



**Note: Scope Varies Per Site*

PROJECTS

\$304,358,831

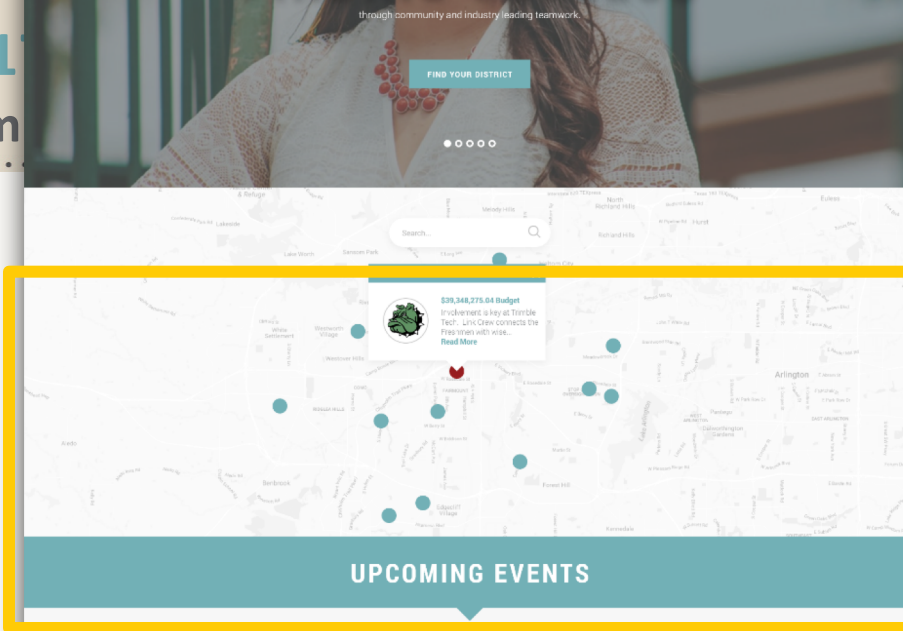
QUICK START

Amon Carter Riverside Athletics
Amon Carter Riverside Fine Arts
Arlington Heights Athletics
Benbrook MS/HS Athletics +
Baseball/Softball Fields
Dunbar Athletics
Eastern Hills Athletics
North Side Mariachi Band

North Side Athletics
Paschal Athletics
Poly Athletics
South Hill Athletics
Southwest Athletics
Tanglewood Renovation
Waverly Park ES
Western Hills Athletics
Wyatt, OD Athletics

RENOVATIONS/
ADDITIONS

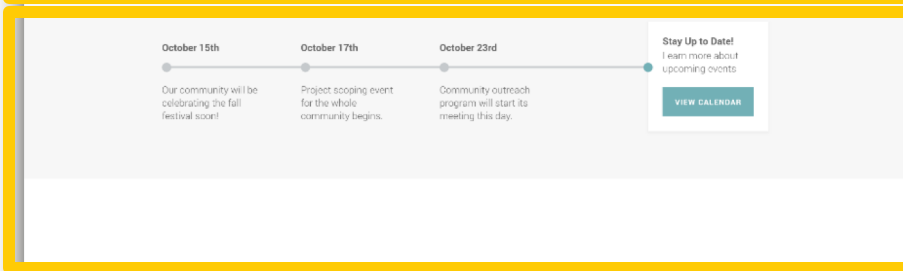
NEW SCHOOLS
New Elementary School
YMLA



Locations for all projects in the 2017 Bond.

TRIMBLE TECHNICAL
HIGH SCHOOL

Highlight Relevant Events.



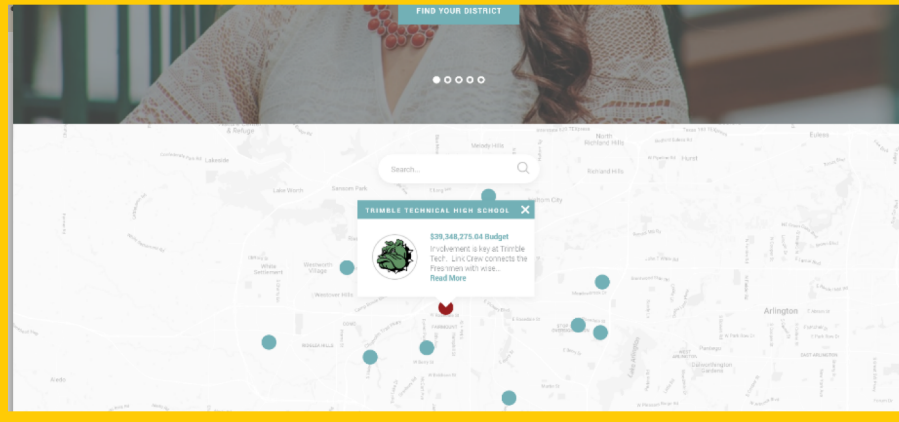
\$700m

\$350m

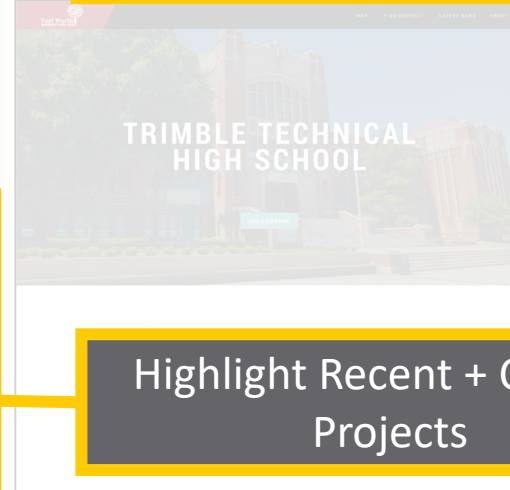
\$430
MILLION

**HEALTHY
SPENDING.
BETTER BONDS.**

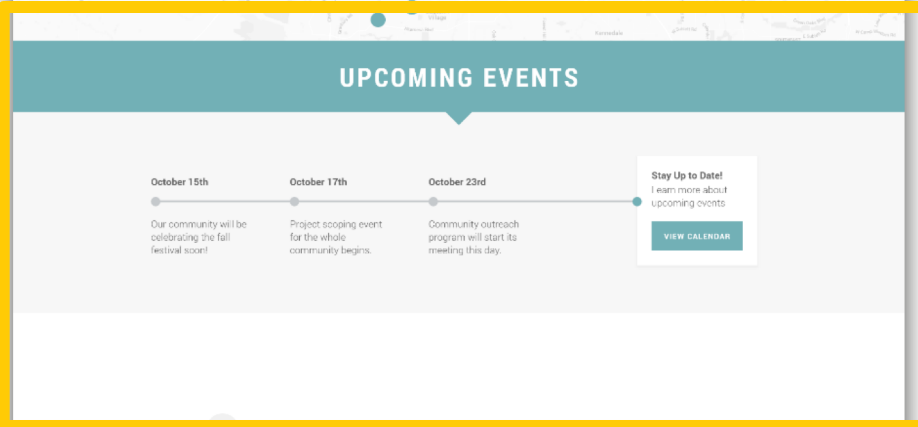
Your bonds should be spent well. That's why the Fort Worth Independent School District is dedicated to



Bond Status/Schedule



Highlight Recent + Current Projects

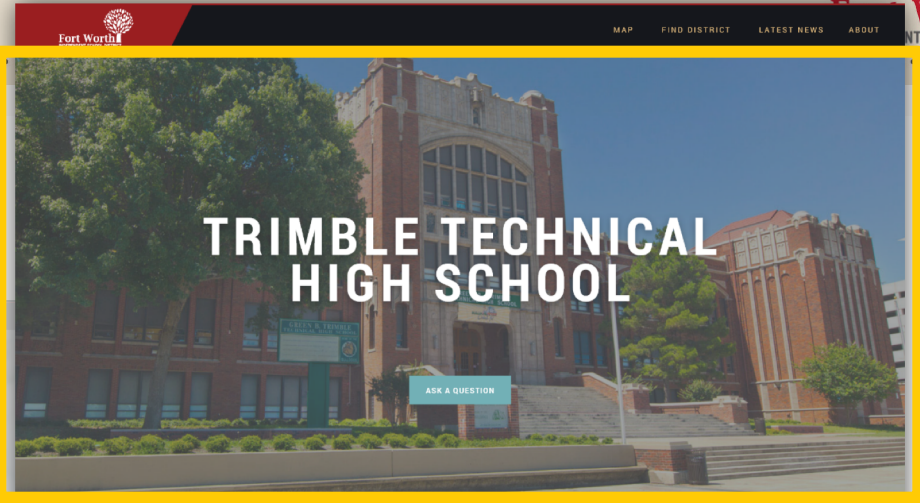


2017 CIP Overview

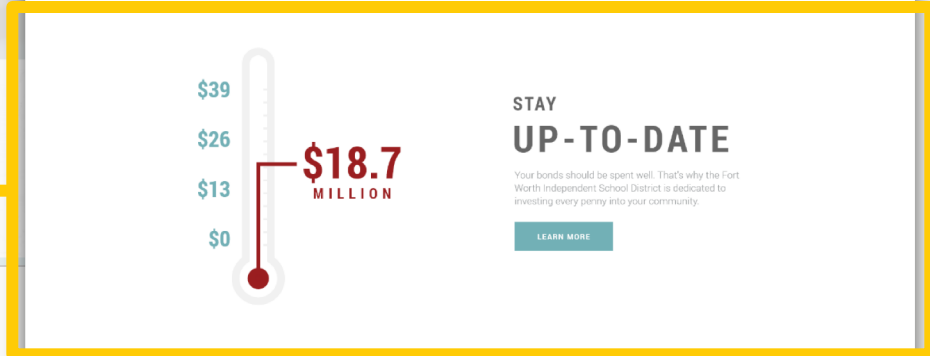
Communication Tools



Latest Aerial or Rendering



Schedule Update for this Project



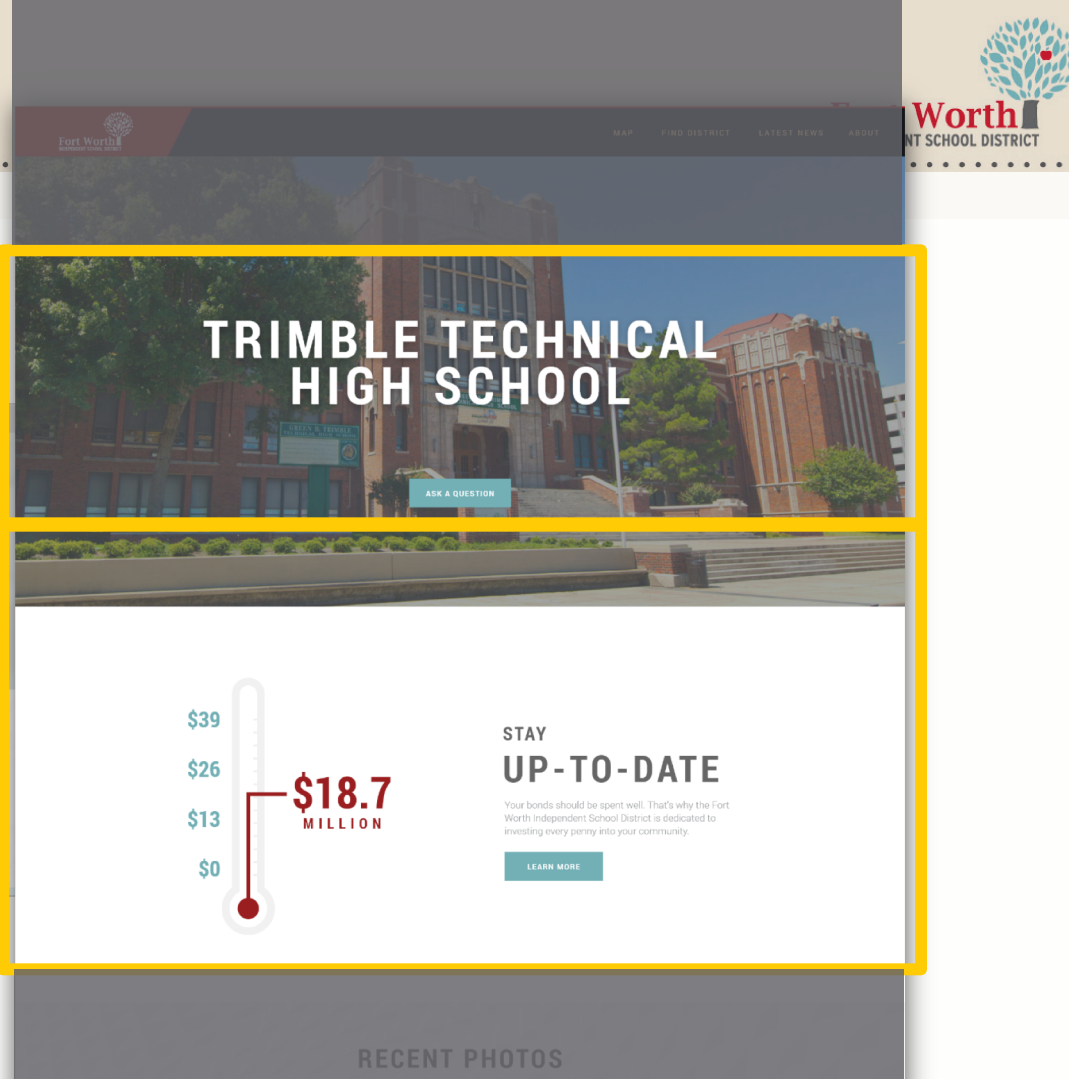
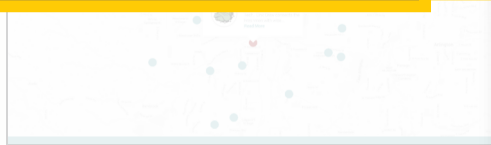
2017 CIP Overview

Communication Tools

Photo Gallery



Map to Other Sites



Fort Worth
INDEPENDENT SCHOOL DISTRICT

MAP FIND DISTRICT LATEST NEWS ABOUT

TRIMBLE TECHNICAL HIGH SCHOOL

ASK A QUESTION

\$18.7 MILLION

**STAY
UP-TO-DATE**

Your bonds should be spent well. That's why the Fort Worth Independent School District is dedicated to investing every penny into your community.

LEARN MORE

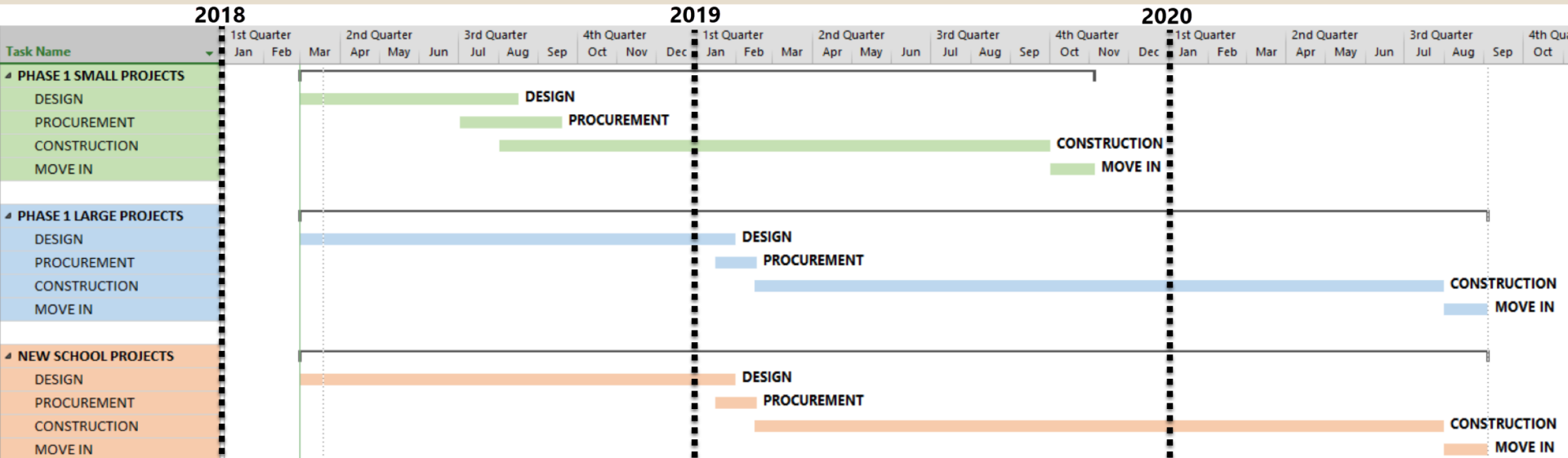
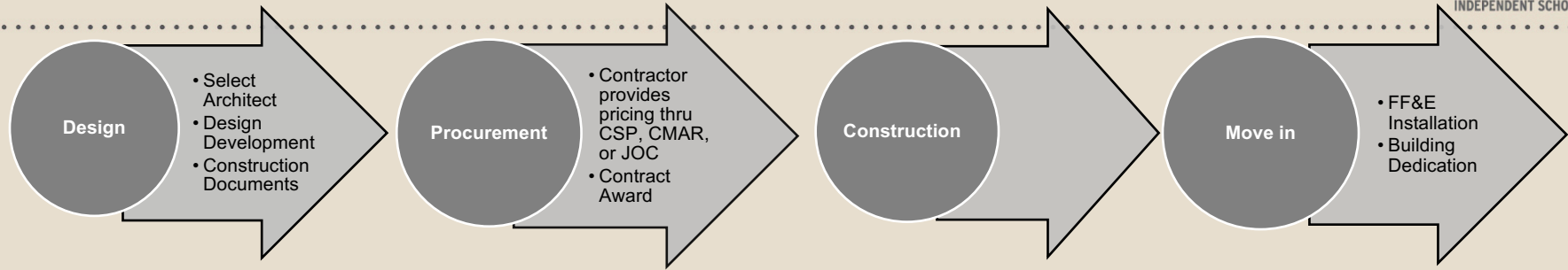
RECENT PHOTOS

2017 CIP Overview

Program Schedule – Phase 1



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Fort Worth

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