

**CAPITAL IMPROVEMENT
PROGRAM**

**Citizens' Oversight Committee
Meeting Notes**

Date: April 16, 2018
Location: FWISD Board Complex
Conference Room
Prepared by: Ana Perez
Project Name: 2013 FWISD Capital
Improvement Program
Purpose: 2013 Capital Improvement Program
Citizens' Oversight Committee –
Quarterly Update
Meeting Start: 6:06 P.M.
Meeting End: 7:00 P.M.

Attendees:

COC Members

- Bob Benda
- Jason Brown
- Molly Hyry
- Isaac Manning – Chair
- Tim McKinney
- Jonathan Morrison
- Travis Parmer
- Mike Schroeder
- Bert Williams

FWISD

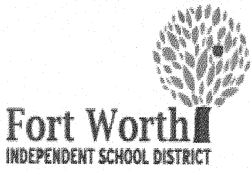
- Danielle Aery - FWISD
- Vicki Burris – FWISD
- Dick Clardy – FWISD
- Kyle Davie – FWISD
- Yvonne Garcia – FWISD
- Courtney Garrett – FWISD
- Debra George – FWISD
- William Giron – FWISD
- Gary Griffith – FWISD
- Ana Perez – FWISD
- Aaron Stone - FWISD

Absent:

- Tammi Cauthen
- Jennifer Frank
- Paul Johnson
- Rosalinda Martinez
- Steven Poole
- Veronica Villegas

AECOM / Staff

- Luis Delgado
- Donnie Pham



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The following items were discussed:

1. CALL TO ORDER

COC member Bert Williams on behalf of Isaac Manning called the meeting to order at 6:06 p.m.

Approval of the Meeting Minutes

The January 22, 2018 Meeting Minutes were unanimously approved by the committee.

2. DISCUSSION OF COMMITTEE REQUESTS FOR INFORMATION AND DISTRIBUTION OF WRITTEN RESPONSES

3. 2013 CAPITAL IMPROVEMENT PROGRAM UPDATES

CIP Update (Dashboard)

Luis Delgado provided handouts on the status of 2013 CIP. See Program-At-A-Glance handout for detailed information. Below are highlights of the report from March 31, 2018:

Overview

- 100% completion of Universal Pre-K construction projects
- Large construction projects have completed procurement and started construction

Scope

- No changes

Progress

- There are three projects that are under construction documents
- Fourteen (14) projects are in the procurement and bidding process, which are Job Order Contract projects (minor scope items). These projects are listed on page 10 of the Program-At-A-Glance.

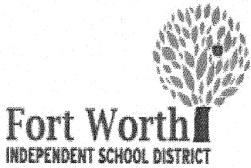
Safety and Risk Management

- No incidents or no loss time.

Schedule

See Schedule on pages 3 - 10 of the Program at-a-Glance for details. Attached is the CIP Construction Progress photos for 20 projects, presented during the meeting.

Revised schedule has extended through Summer 2018.



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Procurement

- Every major project in the CSP program has been completed

Budget Update

The Program budget reported for March 2018 is \$362.2 M

- Commitments to date are \$338,802,106 (93.5%)
- Amount paid 76.0%
- Cost to date is \$214,534,148
- Available budget \$23,415,681

HUB Utilization

The combined utilization is at 39.40%. See Program-at-a-Glance page 14 for detailed information. The percentage is above the 25% that was established by the district.

- Prime HUB Contracts 10.38%
- Sub HUB Contracts 28.02%

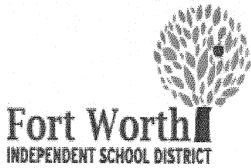
Look Ahead

- Closeout of multiple bid packages are expected in Spring 2018
- Construction at I.M Terrell for STEM and VPA is ongoing and the school is scheduled to open in Fall of 2018
- The following projects are nearing Substantial Completion:
 - DeZavala ES
 - Wedgwood 6th Grade
 - East Handley ES
 - Rosemont 6th Grade
 - Polytechnic HS

Contingency Report

***Amounts are not exact, please see attached Contingency Report for accurate numbers. The amounts listed are based on the meeting discussion.*

- Current Total Contingency Balance as of March 31, 2018 is \$5,667,091
- Prop 1 balance is about \$3 M
- Prop 2 balance is about \$2.5 (VPA/STEM)
(Balance has increased to complete additional items)



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Division of Technology

Kyle Davie provided an update on the status of Technology with regards to the 2013 CIP. See Technology handout for additional information. Below are the highlights:

Budget Utilization Report

This report includes all the project budgets. See page 1 of 3 for financial details. Items in green are complete and will be preparing for closeout.

(4) Open Project Balance: \$ 5,106,666.74
(14) Completed Project Balance: \$ 10,022,563.90
(18) Total Project Balance: \$ 15,129,230.64

Dig-iN

See page 2 of 3 on the Technology handout for detailed information.

- There's a total of 21,223 students enrolled in the program
- 586 have opted out of the program
- 2,463 did not respond

Project Status Report

See page 3 of 3 for project and status information.

- Four (4) projects are pending and budget is currently open
- Four-teen (14) projects are ready for closeouts

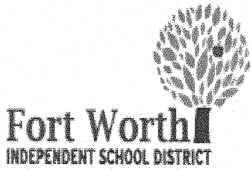
Maintenance and Operations

Yvonne Garcia, Service Coordinator, provided an update on the status of Prop 3 with regards to the 2013 CIP. See the handout for additional information. Below are the highlights:

Prop 3 is on schedule.

Highlights:

- Buses on route and will be wrapped up by August
- Classroom furniture will be going to the Board of Education for approval 4/24/2018 meeting
- Fifty-five (55) campuses will be receiving furniture during the summer



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Instrumental Music

Dick Clardy, Instrument Music Director, provided an update on the status of Instrumental Music with regards to the 2013 CIP. See the handout for additional information. Below are the highlights:

Arlington Heights HS Band scheduled rotation replacement

- Estimate of \$89,087.75 for 156 uniforms
- In process for May approval

Western Hills HS Band scheduled rotation replacement

- Estimate of \$77,500 for 131 uniforms
- In process for May approval

Mariachi Instruments

- Purchase of additional mariachi instruments with any remaining funds

4. GENERAL DISCUSSION / ANNOUNCEMENTS

5. FUTURE MEETING CONFIRMATION

The next meeting will be held on August 20, 2018.

6. ADJOURNMENT

The meeting adjourned at 7:00 p.m.

Chair

8/20/18
Date