



# Meeting Minutes | January 28<sup>th</sup>, 2016

## Portland Public Schools Bond Accountability Committee (BAC)

PORTLAND PUBLIC SCHOOLS  
Office of School Modernization

501 North Dixon Street • Portland, OR 97227

*Members present:* Kevin Spellman, Cheryl Twete, Steve March, Tom Peterson, Louis Fontenot

*Not present:* Willy Paul, John Mohlis

*PPS OSM staff present:* Jerry Vincent, Dan Jung, Darwin Dittmar, David Hobbs, Derek Henderson, Theresa Fagin, Cheryl Anselone

*Amy Kohnstamm, Paul Anthony, Pam Knowles*

*Board Liaisons:*

*Next meeting:* Wednesday April 20<sup>th</sup>, 2016 at Madison High School

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### I. Welcome & Introductions

Kevin calls meeting to order at 5:01pm

### II. Public Comment

No public comment.

### III. Program Overview

- Jerry Vincent begins program update. Since last meeting, the Grant modernization project has completed their 7<sup>th</sup> D.A.G. meeting and is well into Schematic Design Phase.
- The Board of Education awarded OPSIS Architecture the Master Plan contract for Madison High School. This was approved at the January 26<sup>th</sup>, 2016 Board Meeting.
- *Kevin Spellman asks: What did OPSIS present on MWESB?*
- *Jerry Vincent responds: OPSIS had significant MWESB representation, which is what helped set them apart.*
- *Louis Fontenot asks: Are the MWESB qualified under contract also?*
- *Jerry Vincent responds: Yes. 44.39 percent under contract so far, and OSM will closely track this.*
- Jerry Vincent continues with the update: Since the last BAC meeting, Benson and Lincoln have begun the Master Plan process. Benson has had 5 stakeholder meetings so far regarding Ed Specs, and their first Master Plan Committee meeting is tonight. Outreach for all 3 Master Plan projects was extended based on the report from Marcia Latta, and the charters for these projects were modified to incorporate this learning as well.
- *Tom Peterson asks: is the charter well understood? The concern being that is advisory is really understood. Previous DAG's seemed to not have that understanding.*

- *Jerry Vincent responds: Not only has the charter been revised to clarify the role of the advisory group, but we are also working to bring the projects together so they do not feel like separate entities. Currently, we are working on having a thank you celebration for all DAG's and MPC's....including Roosevelt and Franklin. Second, we have scheduled a meeting for staff and consultants to create consistency among what the projects get and the manner in which this is presented. We are also working on making a clear delineation of where the DAG member role ends, but also keeping them in the loop to alleviate feelings of just being cut loose. We are also making a concerted effort to remind DAG members of what their role is in the process to keep everyone on track, but also to be more forthcoming about how these projects come together and foster awareness that things such as VE are natural parts of the process and to expect change.*
- Jerry Vincent continues with the update: I have attended at least one of every meeting in the last 90 days. Jon Isaacs is working with staff and will be attending MPC meetings to talk about next bond, what this means for the Master Plan projects, and the district as a whole. Greater communication all around is what was identified in the Marcia Latta report. I think there is a lot of momentum right now that is positive and moving quickly towards that goal.
- Since our last meeting the Faubion general contract has been awarded to Todd Construction. Demolition is underway – as of today approximately 60 percent of Faubion Elementary has been demolished.
- Meetings with Concordia continue as the teams work to hammer out the details of the cost share agreement and how that will work. 3 of the 6 agreements have been signed thus far, to include things like custodial and maintenance cost sharing details. There is still a great deal to do, but overall we feel good about the status.
- Regarding continued efforts at increasing MWESB, we are continuing the monthly meetings with Skanska and DOWA IBI, and Lease Crutcher Lewis and Bassetti. We are also having regular meetings and updates with Mahlum, Heery, and Todd Construction talking about all needs and perspectives, with a constant conversation about MWESB. Project teams have added a line item for MWESB to be discussed in weekly meetings as well.
- **Program Update - Balanced Scorecard**
  - Dan Jung directs committee members to the packet for the meeting and what is in it.
  - Dan begins by bringing awareness to SRGP and the state grant program. Thus far we have leveraged \$2.8 M in additional funds. We recently submitted for an additional \$10 M at the end of December. There will be another round of applications later this year that we plan to apply for as well. The total for the SRGP grant that the state allocated is \$50 M, and the total applications the state got in this last round totaled \$120 M.
  - Jerry Vincent adds that the need should always outweigh the pot. It highlights the need to legislatures when the total application cost far outweighs the allocation. Also, of that \$50 M, the state still has a limit of \$1.5 M per project, but hopefully this will increase in the future.
  - Updates on Staffing:
  - Paul Cathcart is the project director for Madison High School Master Plan

- Vacant Senior Manager of Community Involvement Position remains. Jerry Vincent has a meeting to finalize details on this on February 8<sup>th</sup> and will have an update for the next meeting.
- Patrick Le Boeuf is the new project director for Roosevelt.
- Our IP project director position will be managed by Heery for now, as a selection was not made from the candidate pool that was interviewed.
- Darren Lee of Heery is the new construction manager for the Faubion Project.
- Rob Gross of Heery is the new construction manager for the IP 16 work that is coming up.
- Stakeholder perspective:
- Not much change here since the last time, and we are still soliciting response from the most recent phases.
- *Kevin Spellman asks: What about Faubion? I thought last time they were yellow.*
- *Dan Jung replies: **OSM will verify and let you know the reason for the change.***
- Equity Perspective:
- Student engagement: We continue to exceed goals in Student Engagement and Career Learning.
- *Kevin Spellman asks: can you tell us in more detail about the Roosevelt Class that was reported in the press?*
- *Dan Jung expands on the RHS 101 construction tour and class for freshman sponsored by Lease Crutcher. They built an area in the shop for students to get hands on experience, as well as a tour of the site to educate students on the complexity of the project. Additionally, FHS journalism students conducted interviews at the Franklin Site, wrote a story for the school newspaper and produced a video for the project.*
- Workforce Equity:
- Going well. RHS and FHS were shown as yellow last meeting, but as more contractors have come on, the numbers have gone up.
- On IP 15, a couple of contractors did not perform, which has dragged down the results. 2 contractors were given written warnings, and one was fined for not performing.
- *Cheryl Twete asks: for MWESB participation, what are we doing?*
- *Dan Jung replies: We are continuing the focus on MWESB. We track a great deal of effort on awareness and building relationships. We do this at “meet and greets”, OAME, and new events like the first Small Business Open House that we are co-hosting on February 3<sup>rd</sup>. This event will work to have relevant representation to building business. Everyone is welcome to come to this.*
- *Amy Kohnstamm asks: Is this just for outreach, or will there be information about how to get certified?*
- *Jerry Vincent answers: This is the first one district-wide. We are working on certification because we hear that certification is difficult, and discussing whether we might be able to work with “preferred” versus “required”.*
- *Kevin Spellman adds: Outreach can be over-exaggerated in importance, but this effort shows commitment about tackling this issue.*
- *Tom Peterson asks: Are there still opportunities for more MWESB at Franklin and Roosevelt?*

- *Dan Jung replies: Those projects are both largely complete in buyout, so not much opportunity to increase there.*
- *Kevin Spellman invites public commentary from **Nate McCoy**, Executive Director of the National Association of Minority Contractors (NAMC).*
- *Nate speaks to the MWESB goals that the district and city have adopted. He highlights the need for a greater detailed breakdown of these goals, specifically Minority, Women, and Emerging Small businesses as he feels the majority of the work tends to land in the Emerging Small business category.*
- *In regards to Workforce, Nate speaks for the need to have greater detailed tracking so we can better understand the demographic of who is being served by this effort, as numbers indicate that the majority of apprenticeships are going to white males.*
- *Nate continues to discuss the need for better relationships among all involved, PPS, contractors, GC, the city...everyone involved to achieve the highest levels of success at this effort.*
- *Kevin Spellman highlights the frustrations for the BAC with the District not having previously been able to provide detailed tracking of MWESB goals.*
- *Tom Peterson states: I assume that PPS is mirroring the city's program, and Workforce has the information.*
- *Dan Jung adds: The City of Portland administers the workforce participation program for PPS, and does have detailed data tracking for the applicable trades.*
- *Kevin Spellman adds: It is important to remind everyone that our goals come from the Board of Education. We are not driving the conversation.*
- *Tom Peterson adds: PPS has not had a robust construction program in years and there is a total lack of data to build on. The next program will be able to have a better idea of what they can do. I think we will get there.*
- *Jerry Vincent adds: As we look to Grant and the breakdown of MWESB, we need to take into consideration not only who is in the playing field, but also supply and demand. The construction market is pretty robust now, and we need to make sure that we are accounting for this appropriately.*
- *Kevin Spellman invites **Jason Blumklotz**, a member of the Grant DAG, to speak.*
- *Jason introduces himself and states the need for a more aggressive approach to getting student engagement numbers up. Jason continued to suggest diverting one percent of the overall voter approved Capital Construction Bond to creating a student engagement program.*
- *Amy Kohnstamm adds: Thank you for presenting. We can add CTE in master plan, what these things are, and how they specifically break down in contract language that is not restrictive, not just checking boxes. I call it prime and baby prime. Mentorship.*
- *Kevin Spellman states: In the early days of the bond it was difficult to get students involved. OTL needs to be involved for district-wide engagement.*
- *Jerry Vincent continues: Since I have been here, we have started working closely with OTL and Chris Russo. OTL is in the process of catching up on the Ed Specs and are committed to being at the table. This is a huge improvement.*
- *Cheryl Twete states: Go for it. Talk to the kids, as they have ideas on what they would like to do.*

- *Jason Blumklotz states: From a programmatic level, it is really about the teacher and the principal. We have to build the system.*
- *Jerry Vincent states: We need to have a pull out meeting with contractors and ask them “what do you think about working with PPS?” OCIP, Student Engagement, Workforce and MWESB, etc. Our concern is that if we have to also consider the bid process and the supply and demand in the current market, are we limiting ourselves and jeopardizing not only competitive bidding, but the overall success at our projects. We need to take a realistic look at it.*
- Dan Jung resumes program update: The overall program budget has changed little since the last meeting. \$29K of budget has been added to Faubion. \$375 K has been transferred from the program contingency (Chief contingency) to various projects as outlined in the materials. As projects have progressed into construction, contingency balances have reduced. Franklin’s contingency has dropped largely due to the buyout change order, reviewed by the BAC subcommittee. Roosevelt has also gradually reduced as identified cost items have been identified during construction. IP2016 is the only project currently projecting over budget. Similar to previous IP projects, the original budget underfunded the scope. OSM has anticipated this budget challenge and is prepared to increase the budget by as much as \$2 M if needed – will wait until bidding to move the funds from the program contingency.
- Due to staff funding changes over the last 6-8 months the program administrative cost forecasts have fluctuated, but with the Chief position and accompanying Executive Assistant moving back to general fund funding, the total administrative costs are now forecasted under budget for the total 8-year program.
- *Jerry Vincent states: From a soft cost standpoint, backdated to July 1, everything turned around. My position and my assistant’s position were moved to the Bond as well as an additional position. That however has changed back, as well as another position to come out of the general fund. 6 months ago, we were over, but now have been worked back down to \$175 K under.*
- The Faubion general contractor bids were received in December. 3 bids were received. It was a very tight bid spread – about 3% total.
- *Louis Fontenot asks: subs-were they the same?*
- *Ken Fisher replies: there were many that were the same.*
- IP—15 is almost done.

#### IV. Projects Update

- Ken Fisher begins:
- Thank you to the committee for attending, and thanks to committee members that were able to make the site visits.
- Overall, we are 38 percent done with the program schedule. We are about 27-28 percent done with payments. Right now we are spending about \$9 million a month in contractor payment applications. This is a strong indicator that we are paying our contractors.

- IP 16— the contracts went out late but Oh Planning and BBL are on board. Oh Planning is hitting the timeline marks. BBL—we are having some conversations to help bring them on track.
- Roosevelt High School has seen some design challenges. All indications from discussions with LCL are that the new construction will be ready for occupancy for school opening in 2016.
- **Grant High School**
  - We underwent a re-compete on design contract---but are currently making up time. Construction expected to start on time.
  - *Louis Fontenot asks: Regarding payments—what does the contract schedule say?*
  - *Ken Fisher replies: 30 days from an accepted invoice. 15 days after approval.*
  - *Louis Fontenot asks: what about approve to check versus complete to check?*
  - *Ken Fisher states: as a consultant, Heery is paid 27 days on the average.*
  - *Kevin Spellman states: it is important that contractors get paid timely.*
  - *Jerry Vincent makes the distinction that we do a good job on payment at PPS.*
  - Franklin High School changes: 4 recordable accidents, all apprentices. We had some weather, 5 days behind for FHS and RHS. Schedule: advanced 13 percent since last time. 25 days behind, due to additional abatement found in a pile of rubble. It was 56 days, and now we are down to 25. Very optimistic that with spring and summer coming, by the middle of summer we should be caught up.
  - *Kevin Spellman asks: what about Franklin float?*
  - *Ken Fisher replies: we had float.*
  - *Kevin Spellman replies: to clarify, the float between completion date and the start of school.*
  - *Ken Fisher replies: we anticipate being done on schedule.*
  - *Steve March asks: Asbestos was a surprise?*
  - *Ken Fisher responds: there was an asbestos wall that was not identified, and it got mixed into a pile of rubble.*
  - *Tom Peterson asks: what of the magnacite?*
  - *Ken Fisher states: we are still dealing with that*
  - *Tom Peterson states: we will probably encounter this elsewhere, and at Grant.*
  - *Jerry Vincent states: everything is out in the open and all project teams are communicating about surprises as we go.*
- **Roosevelt High School:**
  - Contingency has reduced from 9 to 6 percent during buyout. No recordable accidents to date. Steel and decking is going in.
  - *Jerry Vincent adds: Even with the slight delay due to weather, which is good because safety is always the top priority.*
  - *Ken Fisher states: The focus is on the roof, and this is to be on by March, so we are closely watching this to get the building dried out. Also, FFE is in progress and will set the standard at the other sites.*
  - *Kevin Spellman asks: the Performing Arts is showing completion in September?*
  - *Jerry Vincent responds: we are starting before Labor day, and are having conversations to set expectations with contractors on how to make it up.*

- *Jerry Vincent states: Gretchen Hollands is the furniture expert for facilities and the help that she is giving to the teams is invaluable.*
- **Grant High School:**
  - *Tom Peterson states: it would be nice to see what the plan is for Grant.*
  - *Ken Fisher replies: The plan is roughly 30 percent new, and 70 percent old. Build a new gym so there are two gyms, and additions to the main corridor.*
  - *Dan Jung states: There is a slide show that went to the board. We can share that with the BAC.*
  - *Jerry Vincent talks about the design phase.*
  - *Kevin Spellman asks: There significant deviations from the Ed Specs at Grant.*
  - *Ken Fisher states: the differences highlight that the school communities have had significant input as to what they need at the schools, so differences do exist.*
  - *Jerry Vincent adds: we are asking for the GMP at 50 percent Construction Drawings, which is good.*
  - *Louis Fontenot states: I am a believer now.*
  - *Jerry Vincent adds: Based on RFIs, work is being done to lessen the interpretation and get to what we know.*
  - *Louis Fontenot states: I prefer 100 percent.*
  - *Tom Peterson states: There is no room to wait. An early start had to be negotiated to get the work going.*
  - *Kevin Spellman adds: the key is to hold the contractor accountable to do the pre-construction services that they agreed to do.*
  - *Ken Fisher adds: There was also the change in the size of the schools, and we are still reeling from this on Franklin and Roosevelt. We don't anticipate any more changes in the size of the school, and there will be a lot less new construction at Grant.*
  - *Ken Fisher adds: We were 84 days behind to issue the NTP and we are now 60 days off the baseline schedule due to the lateness of the design Notice to Proceed. The project team will continue to try and make up this time.*
  - *Jerry Vincent adds: we continue to press forward with IP 16 and keeping Science out as an alternate until the district has decided on the boundary review.*
- **Faubion Replacement:**
  - *Schedule looks good. The buildings are almost totally down.*
  - *Our Audit said—don't start work without a signed contract.*
  - *Portland Fire and Rescue also conducted training at the end of 2015. They had about 30 engine companies use the facility for training, complete with teams, trucks and dogs.*
  - *Steve March asks: Where are we with the Concordia funds?*
  - *Jerry Vincent responds: we just met with Concordia and they have raised \$11.4 million. We also have the guarantee of the rest from their parent company if needed.*
  - *Cheryl Twete asks: any delays with the permits?*
  - *Ken Fisher replies: All fine now, not clear why it took so long, as I believe our relationship with the City remains good.*
  - *Cheryl Twete states: What issues remain with the City.*
  - *Jerry Vincent adds: issues with the proposed land swap at Grant.*

- Kevin Spellman directs that the committee review packets for the remainder of the project update due to time.
- Kevin Spellman asks for volunteers for 2/17 report to BOE.
- Next meeting: 3<sup>rd</sup> Wednesday in April 4/20/2016. Location: Madison. Derek to schedule permits.

**V. BAC Discussion**

- No further discussion.

**VI. Wrap-Up**

- Kevin Spellman thanks everyone for coming.

**VII. Adjournment**

- Kevin ended the meeting at 7:06 pm.