

Meeting Minutes | May 20th, 2020



Portland Public Schools Bond Accountability Committee
Virtual Meeting due to COVID 19 restrictions

PORTLAND PUBLIC SCHOOLS
Office of School Modernization
501 North Dixon Street • Portland, OR 97227

Members present: Kevin Spellman, Beth Woodward, Cheryl Twete, Dick Steinbrugge, Greg DiLoreto, Karen Weylandt, Norm Dowty, Tenzin Gonta, Tom Peterson

Board members present:

Invited Virtual Guests: Marina Cresswell, Ayana Horn, Brian Oylear, Brooke Besheone, Bryce Gardner, Chris Boyce, Darwin Dittmar, Dan Jung, Darren Lee, David Mayne, Damon Roche, Derek Henderson, Eric Naes, Erik Gerding, Glenn Bryant, Heidi Bertman, Jamie Hurd, Jen Sohn, Jessie Steiger, John Burnham, Johnny Metoyer, Lloyd Stoller, Mark Kline, Mike Williams, Nicole Bassen, Rolando Aquilizan, Robert Jole, Scott Perala, Shelley Bonaduce, Stephen Effros, Steve Varblow, Steven Kasel, Steven Simonson, Sunny Rose, Theresa Fagin

Next meeting: July 22nd, 2020

I. Welcome & Introductions

Kevin Spellman calls meeting to order at 10:32am. (*Note: this meeting was conducted virtually due to COVID 19 restrictions*).

II. Public Comment

- Public Comment was requested to be submitted in written format due to COVID 19 restrictions. Two comments were submitted prior to the meeting but, due to technical issues, were not received by OSM until the second half of the meeting. As the meeting was already running late, there was no time at the end of the meeting to read the comments out loud. OSM submitted the comments by email to BAC Chair Kevin Spellman after the meeting.

III. Balanced Scorecards

Balanced Scorecard: Overall

- OSM notes that the Balanced Scorecard is now showing projects in grey (Roosevelt, Franklin, Faubion). These projects have completed construction but still have closeout activities occurring. They will remain on the scorecards until all closeout activities are complete.
- OSM notes that the recent addition of \$68M in bond premium has increased the bond program total to \$1.5B, with roughly \$800M spent to date.

- OSM notes some concerns with Madison schedule, as well as Benson budget, that will be discussed in more detail later in the presentation.

Balanced Scorecard: Budget; Budget Updates

- Budget Scorecard:
 - OSM notes that OSM is tracking a small concern with budget at Benson due to contingency levels not being at preferred amounts. Benson has gone through extensive value engineering effort and reduced costs significantly. Value engineering is continuing and there are additional VE items being reviewed that may help to reduce base cost and increase contingency amounts.
- Combined Project Cost Summary:
 - OSM addresses a BAC question provided prior to the meeting asking whether financial reports are dated April 30. OSM notes that data is initially pulled on the first of the month prior to the BAC meeting. After that, OSM program management sits with each project team to review their projects and determines whether any corrections need to be made to the project forecasts. Reports are developed based on corrected forecasts.
 - OSM notes that the forecast for the Franklin Teen Parent Playground has been left as under budget but needs an update. The project is being managed by FAM and it is OSM's understanding that the project is still under budget, but OSM is confirming.
 - OSM notes that the Franklin Repairs project shows as over budget because it includes forecasting for all of the expected remaining Franklin spin-off projects. Some of those small projects have known expenses, while others, like the concrete settlement issue noted at the previous BAC, are still unknown. Franklin Repairs forecast is showing expending all of the funds that were left from the Franklin modernization project. The actual funds have been transferred from Franklin modernization to 2012 Bond Program Contingency to be held for transfer into the Franklin Repairs project as costs are identified for specific items.
 - OSM notes that the Roosevelt modernization project is closing out and most funds have been transferred out of the project and into the 2012 Bond Program Contingency. OSM has confirmed that at least \$208,000 will still be coming out of the project. OSM is in the process of closing out the CM/GC contract. Once the contract is closed out, OSM will be able to transfer out any remaining funds. The funds that are coming back are slated for the Roosevelt Windows project.
 - OSM notes that the Faubion Replacement project is complete and just needs all of the commitments closed and funds transferred back out. The Improvement Projects showing forecasted under are in the same situation, of being completed but needing to be fully closed out.
 - OSM notes that the four separate projects that make up the Benson Modernization project as a whole have been reformatted to show a subtotal. This should make it easier to follow the Benson Modernization total project budget.
 - OSM notes that the same subtotal formatting has been done for the Lincoln Replacement project, with the Athletic Sites project. The Athletic Sites project is part of the Lincoln Replacement that is being administered as a separate project utilizing budget that was already in the Lincoln Replacement project.
 - OSM notes that the security packages are showing some differences in forecasted costs. This is simply to provide visibility to some budget transfers that will be complete prior to the next BAC meeting. We will be shifting funds from packages 1 and 2 to package 3, to allocate budget where it is needed.

- 2012 Program Costs Summary:
 - OSM notes that the 2012 Bond Program is nearing the end and OSM continues to clean up its budget line items to revert unspent and unneeded funds to 2012 Bond Program Contingency.
 - OSM notes that the PBOT forecast still shows the \$4M that remains to be paid to PBOT. The payment has not yet been completed.
 - OSM notes that the audit of OCIP 1 has not yet been completed, and potential additional costs as a result of the audit are still unknown.
 - OSM addresses a BAC question submitted prior to the meeting asking why the 2012 Bond Program Contingency is showing over budget. OSM notes that the Contingency includes \$627,000 being held aside for Franklin Repairs; \$750,000 for Roosevelt Windows; and \$1.65M for Grant Bowl. The full \$750,000 may not be needed for the Roosevelt Windows but it is being held while costs are firmed up. The \$1.65M for Grant Bowl stems from the Grant Bowl Master Plan that was approved by the Board between the last BAC meeting and this one. The Board agreed to fund that project out of 2012 Bond funds. OSM has not done the budget transfer yet from 2012 Bond Program to the project, so the amount is shown in the Contingency forecast.
 - OSM notes that the bottom line of the report shows the 2012 Bond Program project, as a whole, is under budget, but budget has not yet been moved into line items to match estimates at completion by line item.
- 2017 Program Costs Summary:
 - OSM notes that OSM sold its last bond for the 2017 Bond program in April. That sale netted a \$68M premium, which is being shown in the Bond Premium line. The BAC submitted a question prior to the meeting asking whether the Premium should be under Contingency or transferred immediately to the Benson project. OSM notes that, in the eBuilder 2017 Bond Program project, Bond Premium sits under Contingency. The funding was deposited only a couple weeks ago, and no decision has been made about when to transfer funds to Benson, though it is anticipated that the Premium will be applied to Benson. OSM notes that it might make more sense to transfer the Premium after the November 2020 Bond, in order to do a single large transfer of both fund sources at the same time.
 - OSM notes that new interest earnings had been added to the 2017 Bond Program Contingency at the last report. At that time, the earnings amount had been forecasted to be unspent, in order to provide transparency to the new fund source. At this time, OSM is forecasting spending all of its 2017 Contingency, including that amount, to address the various overages shown in other program budget lines as well as the current unknown of COVID-19 pandemic effects.
 - OSM addresses a BAC question submitted prior to the meeting asking whether OSM will be able to provide a better estimate of Contingency use related to the pandemic, and states that more refined estimates of cost impacts will be forthcoming in the July BAC meeting.
- Health & Safety Funding Allocation:
 - OSM addresses a BAC question submitted prior to the meeting requesting information on the Chapman Re-roof estimate being raised from \$2.8M to \$4.3M. OSM notes that the \$2.8M estimate was done early on in the project. When it was initially bid, there was limited competition, the bids were far over budget, and OSM opted to pause the project for a year (work can only be completed in the summer). During that pause, energy codes changed and it was determined that additional seismic and masonry work would be needed. The project has now gone back out to bid with the noted changes, and the \$4.3M budget is based on the actual contract amount.

- OSM addresses a BAC question submitted prior to the meeting requesting information on the Group 2 – Fire Alarm/Sprinkler estimate being lowered from \$8.5M to \$4.1M. OSM notes that the Group 2 project was initially set up to include six sites for fire sprinklers and alarms. A Fire Marshall-mandated change was made to do fire alarms rather than fire sprinklers, and to do the work on more sites. At the same time, OSM was learning that it was very challenging to administratively manage multiple construction sites and contracts on one eBuilder project. A decision was made to split out projects by construction contract. Funding that had been in the Group 2 project for construction was transferred to four new Fire Alarm Upgrades projects, of roughly 5-6 sites each, as seen on the report detail.
- OSM notes that OSM is gearing up for summer 2020 work, and several new projects have been added to the report.

OSM/BAC Discussion:

The BAC discusses the date of the financial reports and asks for confirmation that the budget and actuals are therefore from a specific date, but the estimates at completion (EAC) are an analysis done at the end of April. OSM explains that, for the larger projects, teams complete a Project Status Update at the end of the month including an EAC, and that EAC is what is used for the BAC reports. For the Health & Safety projects, OSM reviews the EAC with project managers individually to address any changes in data reporting over the first week of the month.

The BAC asks for clarification on the Franklin Repairs project and whether these repairs should be covered by punchlist or warranty. OSM clarifies that the title of “repairs” is misleading, because the OSM-funded projects are not items that were done incorrectly by the contractor or covered by warranty. The project was titled by FAM as part of a FAM project to address things like graffiti, but OSM asked FAM for assistance in managing some OSM-funded items under this project as well. The OSM-funded projects typically address issues that could have been designed better or perhaps were overlooked in design of the project. Rather than add these projects to the CM/GC contract, and delay closure of that large contract, OSM has chosen to spin them off into smaller eBuilder projects for more flexibility.

The BAC discusses the reports regarding where spin-off project costs are being forecasted and whether the costs have inadvertently been forecasted twice for costs being forecasted in program contingency. OSM notes they will review the forecasts prior to the next meeting to confirm the costs are only showing forecasted in one location.

The BAC clarifies with OSM that the future interest earnings remain separate from the Contingency line item.

Balanced Scorecard: Equity

- OSM notes a decrease in the cumulative percentage of certified contracts since last quarter’s report.
- OSM addresses a BAC question submitted prior to the meeting regarding the change in Madison’s equity numbers. As soon as OSM received the report data, they began looking into it. First OSM would like to determine if contractors are making timely reports regarding

certified business participation. Once that has been confirmed, OSM can look into the change in rates.

- OSM also notes that Procurement is working with the Madison contractor and project team to investigate the low apprenticeship rate at Madison. OSM project staff note that the contractor is having a hard time across several trades in meeting apprentice rates, but has not yet determined why. OSM will provide a more detailed report on Madison's equity and apprentice rates at the next BAC meeting.

OSM/BAC Discussion:

The BAC asks whether OSM is using a special software to track the certified business data. OSM indicates that the certified business data is collected separately by the Procurement department. OSM also notes that contractors enter their own data and there can sometimes be a lag from the actual to the report. OSM is looking into it further.

The BAC asks whether the apprentice tracking also tracks diversity within the apprenticeship. OSM clarifies that the scorecard only tracks apprentice rates overall, not by diversity.

OSM addresses the submitted BAC question requesting additional information regarding the change of Madison's contractor equity score from green to yellow. Project staff notes that it has been more difficult to get apprentices due to the COVID pandemic. The BAC asks for a follow-up report regarding Madison's equity and apprenticeship rates at the July 2020 BAC meeting and OSM agrees to provide.

Balanced Scorecard: Schedule

- OSM notes that hard copies of the schedules have been included in packets, to make them easier to read.
- OSM notes that, while all projects are currently on schedule, OSM has some concern about the Madison schedule in particular. The Madison project had unanticipated delays in receiving their permits from the City of Portland. Those delays used up much of the float that had been included in their schedule. The concern now is that there is not much float left to address any delays that might come about from pandemic conditions. The team is re-working the schedule to try to regain some float, but OSM wants to highlight this issue as early as possible. OSM is beginning to talk through the implications of any delay, and will continue to update the BAC at upcoming meetings.
- OSM addresses the BAC question submitted prior to the meeting regarding whether Roosevelt Modernization and Grant Modernization should be dropped from the Schedule Updates report. OSM notes it will drop those two projects, since they are complete with construction, and add in the Roosevelt Phase IV project.
- OSM addresses the BAC question submitted prior to the meeting regarding a change to the Construction/FF&E completion date for Kellogg. OSM notes that the format of the overall program schedule this time inadvertently rolled up the opening of the school into the Construction/FF&E summary, making it look like FF&E is completing later. In actuality, the FF&E will be completing sooner than previously reported. OSM will work with the scheduler to ensure a more consistent format going forward.
- OSM addresses the BAC question submitted prior to the meeting regarding the completion of the H&E Roofing projects changing from 2021 to 2022. OSM confirms that is exclusively due

to the scope of Jackson requiring an additional phase/summer to complete (as previously reported to the BAC).

- OSM addresses the BAC question submitted prior to the meeting regarding the completion of the H&S Fire Alarms showing as 2021 instead of 2020. OSM notes that is also from a schedule roll-up issue. The work itself will still complete in December 2020 as required by the IGA with the Fire Marshall. The closeout of administrative tasks will take place in January 2021.

OSM/BAC Discussion:

In discussion with the BAC, OSM confirmed that the schedules of the modernizations have not changed, but the changes noted by the BAC prior to the meeting were all explained by the change in formatting of the schedules. As noted above, OSM will work with the scheduler to ensure a more consistent format going forward.

IV. Program Update

- OSM addresses the BAC question submitted prior to the meeting regarding the final construction audits at Franklin, Roosevelt and Grant. It appears there has been some miscommunication about what was considered the “final construction audit.” OSM notes that the Franklin Final Construction Audit report was issued in 2017, as was the Roosevelt Final Construction Audit report, and shared previously with the BAC. However, both of those reports were completed prior to the final payment. The construction auditor provided additional help in reviewing the final payment for Franklin, but did not provide another report for those efforts. The auditor is working with OSM to review the closeout of the Roosevelt project against the audit findings, and that work remains in progress. The Final Construction Audit for Grant has not yet been completed.
- OSM addresses the BAC question submitted prior to the meeting regarding the post-construction reports required for alternative procurements, for Franklin, Roosevelt and Grant. OSM notes that now that the contract has been closed out for Franklin, OSM staff are working on that report. Roosevelt and Grant CM/GC contracts are not yet closed out, and reports cannot be completed until after those contracts are closed.
- OSM addresses the BAC question submitted prior to the meeting regarding the Madison Mid-Point Construction Audit report. OSM notes that the report was just completed last week and has not yet been shared with PPS leadership. Once it has been fully reviewed internally, OSM will share it with the BAC.

OSM/BAC Discussion:

The BAC states that there were significant shortcomings noted in both the Franklin and the Roosevelt final construction audit reports. It is the BAC’s understanding that those issues have been resolved, at least for Franklin, and the BAC would like to see some report of how those issues have been resolved. OSM will provide a memo that addresses the deficiencies in the Franklin report and how they were resolved. OSM also notes that these construction audit report findings are in the process of being added to OSM’s Audit Tracker, so they can be tracked along with findings from the annual performance audits.

V. Project Updates

ROOSEVELT WINDOW REHABILITATION

- Accomplishments:
 - **Assessment:** Completed December 2019
 - **Construction Documents:** Completed January 2020 – March 2020
 - **SHPO:** Submitted memo documenting RHS Modernization MOA accomplishments. Received response of concurrence from SHPO.
 - **Construction Procurement:** Contract execution and NTP expected to be issued mid May 2020.
- Next Steps:
 - **SHPO:** Ongoing effort to closeout RHS Modernization MOA and negotiate amendment for Window Rehabilitation project.
 - **Mock-Up:** Beginning in May 2020.
 - **Construction:** May 2020 – November 2020.
 - Interim Completion – August 21, 2020: South, East & West Elevations
 - Substantial Completion: October 30, 2020
 - Final Completion: November 30, 2020
- Challenges and Opportunities:
 - **Opportunities:** Early school closures are allowing work to move forward sooner than previously expected.
 - **Challenges:** Social distancing and COVID-19 impacts have caused workflow processes to be slowed and this is expected to continue through construction.
- Safety Updates: None (construction has not started yet).

OSM/BAC Discussion:

OSM addresses a BAC question submitted prior to the meeting regarding the impact on the school of the window project not completing until October. OSM staff note that they worked with the school to identify the critical classroom windows that needed to be completed prior to school start, and have scheduled accordingly.

ROOSEVELT PHASE IV

- Accomplishments:
 - **TI - Permit:** Permit documents completed and submitted for permit review via FPP. Is now in queue for review and awaiting comments from City.
 - **TI - Coordination:** Established process for summer 2020 TI work. Limit scope and cost threshold to \$80,000 for the Summer 2020 and continue to completion Summer 2021.
 - **Addition - Design:** Bassetti has completed DD documents and is now in review with the project team.
- Next Steps:
 - **TI - Construction Procurement:** Developing RFQ for TI summer 2020 work. RFQ scheduled to be sent to qualified contractors for bid before end of May.

- **Addition - Design:** Continue development of Construction Documents and prepare for permit submittal.
- **Addition – Construction Procurement:** Initiate and prepare procurement RFP process for contractors for the Addition work. Construction scheduled start, September 2021.
- **Steering Committee:** Putting together a small Steering Committee to get feedback on scope and budget decisions.
- Challenges and Opportunities:
 - **Opportunities:** Discovered that there are extra stock materials and some equipment stored in RHS basement that can be used in the TI and Addition projects.
 - **Challenges:** The budget may be tight for all that the stakeholders want. However, it has also spurred creativity on how to potentially repurpose unused or minimally used technology equipment already in the building.
- Safety Updates: None (construction has not started yet).

OSM/BAC Discussion:

OSM addresses a BAC question submitted prior to the meeting regarding the schedule of the Phase IV project. OSM notes that the Addition part of Phase IV is scheduled to start September 2020, not September 2021 as noted on the presentation slide.

OSM addresses a BAC question submitted prior to the meeting regarding the procurement process for the Addition. OSM clarifies that it will be an RFP/Lump Sum procurement, which includes the lump sum bid amount as one of the scored items of the proposal.

OSM addresses a BAC question submitted prior to the meeting regarding stakeholder understanding of the budget limitations. OSM confirms that stakeholders are aware that this project is budgeted from the 2012 Bond, which is at its end and will not have additional funding available. OSM notes that a stakeholder Steering Committee is being put together, as is typically done for the modernization projects, so that stakeholders will be able to meet as a group and make budget decisions as needed.

GRANT HS MODERNIZATION: CLOSE-OUT

- Close Out Activities:
 - Minor contractor activity onsite to address warranty and punchlist items (5 punchlist items remain).
 - Staff are negotiating final project change orders and GMPCA's.
 - 12 remaining GMPCA's
 - Weekly meetings with CMGC project leadership are ongoing.
 - Working agreement reached on final GC amount.
 - Discussions ongoing for final GR amount.
 - 10 open close-out submittals in processes.
 - PPS construction auditor waiting for resolution on GC/GR GMPCA's to finalize audit.
 - Project remains on budget, per risk assessment of outstanding issues.
 - Project team is meeting regularly with PPS operations and IT departments to resolve closeout and turnover issues.
- F/U Projects:
 - Confirmed projects: Gym lighting levels; Improved ventilation for kiln room; Improved cooling for computer room; Band room instrument storage.

- Challenges:
 - Paging/Bell system is operational and tested. Short list of punchlist corrections issued to the CMGC.
 - DDC HVAC control programming has 4 remaining open commissioning issues.

OSM/BAC Discussion:

In response to a question from the BAC, OSM clarifies that all outstanding submittals are related to close-out documentation such as test reports, and does not include material submittals.

The BAC asks for clarification that the small on-going projects will be contracted separately from the CM/GC, and OSM confirms that understanding. OSM also confirms that these projects are not contractor warranty issues, but rather due to design issues.

HEALTH AND SAFETY: Consolidated Projects

- OVERVIEW TO DATE:

Roofs:	ADA:	Fire Alarm/Fire Sprinklers:
<p>Complete:</p> <ul style="list-style-type: none"> ▪ King ▪ Beverly Cleary – Fernwood ▪ Tubman ▪ Holladay Center ▪ Rose City Park ▪ Rigler ▪ Sittou <p>Ongoing (2020):</p> <ul style="list-style-type: none"> ▪ Jackson ▪ Hayhurst ▪ Chapman ▪ Harrison Park ▪ Kelly ▪ Mt. Tabor ▪ Ockley Green ▪ Woodlawn <p>Future:</p> <ul style="list-style-type: none"> ▪ Duniway ▪ MLC ▪ Rieke 	<p>Complete - Ramps, bathrooms, lifts:</p> <ul style="list-style-type: none"> ▪ King ▪ Beverly Cleary – Fernwood ▪ Tubman ▪ Lewis ▪ Rose City Park ▪ Rigler <p>Complete – Elevators:</p> <ul style="list-style-type: none"> ▪ King ▪ Rose City Park <p>Ongoing – Elevators:</p> <ul style="list-style-type: none"> ▪ Rigler <p>Ongoing – Ramps, restrooms, railings:</p> <ul style="list-style-type: none"> ▪ Harrison Park ▪ Kelly ▪ Mt. Tabor ▪ Ockley Green ▪ Woodlawn 	<p>Complete - Sprinklers:</p> <ul style="list-style-type: none"> ▪ King ▪ Beverly Cleary – Fernwood ▪ Lewis ▪ Jefferson ▪ Rigler <p>Complete – Fire Alarms:</p> <ul style="list-style-type: none"> ▪ King ▪ Rigler ▪ Maplewood ▪ Ainsworth Annex ▪ West Sylvan ▪ Green Thumb ▪ Lee ▪ Da Vinci <p>Ongoing – Sprinklers</p> <ul style="list-style-type: none"> ▪ Rigler <p>Ongoing – Fire Alarms</p> <ul style="list-style-type: none"> ▪ See list of 18 schools on Fire Alarms project update slide

HEALTH AND SAFETY: Roofs

- Accomplishments:
 - **2019 Roofs/Seismic** completed under budget: Sitton re-roof (Sitton - H&S Improvements-Bond - 5027); Hayhurst seismic retrofit – Phase 1 (Hayhurst - SRGP-Bond - 5028).
 - **2020 Roofs** permits approved and under construction: Chapman re-roof (Chapman - Re-Roof and Fire Sprinkler System Installation – 4671)
 - **2020 Roofs** permits submitted and awaiting contract execution:
 - Multiple Sites - Health & Safety Group 2 Design: Ockley Green; Harrison Park; Woodlawn
 - Multiple Sites - Health & Safety Group 1 Design: Mt. Tabor; Kelly
- Next Steps:
 - **2020 Roofs:** Execute contracts
 - **Phase 2 Construction of 2019 Projects:** Hayhurst Seismic Retrofit Phase-2 (5028)
 - **Jackson Roofing Phase 2 (5030):** Bid out abatement as separate scope for 2021
- Challenges:
 - Abatement pricing Jackson Phase 2 (summer 2020) was returned far over budgeted amount. The district will need to re-bid this work for summer 2021. This will also push the Phase 3 work originally scheduled for Summer 2021 to Summer 2022.
 - Some COVID-19 related impacts are affecting the roofing projects with extended lead times for some materials/equipment.
- Opportunities:
 - Due to early school closures, Hayhurst and Chapman have started construction early, lessening impact on fall activities.
 - An SRGP grant application has been submitted for Lent, the district should receive notice of award by the end of May 2020.
 - Early planning for summer 2021 roof replacements (as funding allows) has started.

OSM/BAC Discussion:

The BAC inquires about the how the work is being put on hold at Jackson. OSM clarifies that OSM issued the abatement as an ASI to the general contractor and the pricing came back well over budget. OSM decided to pull that scope from the general contractor, and will bid it out for early next year as a separate contract.

HEALTH AND SAFETY: ADA

- Accomplishments:
 - Completed:
 - Elevator at Rose City Park Elementary (4586)
 - Elevator, ramps, door hardware, restrooms, and stage lift at King (Group 3)
 - Ramps, door hardware, restrooms, and stage lift at Beverly Cleary – Fernwood (Group 3)
 - Ramps, door hardware, and restrooms at Tubman (4586)
 - Ramps, door hardware, and restrooms Lewis (Group 3)
 - Ramps, door hardware, and restrooms at Rigler (5029)
- Next Steps:

- ADA construction awaiting contract execution: Group 1 Roofs 5153 and Group 2 Roofs 5154
 - Restrooms and hand railings: Harrison Park, Ockley Green, Woodlawn
 - Restrooms, ramps and entrance improvements: Mt. Tabor, Kelly
- Challenges:
 - Rigler elevator foundation differing site conditions have delayed project final completion, due to issues with original building foundation depth and soil conditions. Foundation work is now completed.
 - Rigler elevator work is ongoing but faces delays due to manufacturer delays from Covid-19.

HEALTH AND SAFETY: Fire Alarm/Fire Sprinkler

- Accomplishments:
 - Completed (2019)
 - Group 2 Fire Alarm / Sprinkler: Ainsworth; DaVinci; Green Thumb; Lee; Maplewood; Jefferson (Fire Sprinkler); West Sylvan
 - Under Construction (2020)
 - Fire Alarm Group 1 North 5211: Beaumont; Beverly Cleary Fernwood; Forest Park; Meek; Sabin
 - Fire Alarm Group 2 North 5212: Astor; Kenton; Laurelhurst; MLC; Vernon
 - Fire Alarm Group 3 South 5213: Atkinson; Grout; Robert Gray; Stephenson
- Next Steps:
 - Contracting:
 - Rigler Fire Sprinkler Upgrade (2020)
 - Fire Alarm Group 4 South 5214: Harrison Park; Lent; Markham; Richmond
- Challenges:
 - Contractor and tradespeople availability for volume of work in fire alarm projects. Competition with security projects and fire alarm projects.
 - Material delays due to manufacturer slowdowns from Covid-19 are affecting Group 3 schools and will likely affect Group 4 schools.
- Opportunities:
 - Outreach is ongoing to schools planned to receive fire alarm upgrades.

HEALTH AND SAFETY: Asbestos

- Completed Projects:
 - Group 4 Asbestos (2018): Chapman; Jefferson
 - (Bond Funded) Asbestos Projects: Harrison Park (4664 & 4441 - FY18); Hosford (4573 – FY18); Jackson (5030 – FY18)
 - Multiple Sites 2018-19 MS Conversion (4586 – FY18): Tubman; Rose City Park; Roseway Heights
 - Multiple Sites Bond 2018-19 (4924 – FY19): Beaumont; Capitol Hill; Jefferson; Lane; Marysville; Rigler
 - Multiple Sites Floor Replacement (4565 – FY18): Sitton
 - Woodstock Floor Replacement (4738 – FY18): Woodstock
- Next Steps:

- Asbestos Bond Projects 2019-20 (4924 – FY20) survey & design completed; construction being contracted: Beaumont (Phase-2); Chapman (Phase-2); Capitol Hill (Phase-2); Hosford; Lane; Rigler; Stephenson; Vernon; Woodstock; Vestal
- Supporting FAM project for steam trap repairs at Robert Gray (Gray – Steam Trap Repairs – 5257 – FY20)
- Challenges:
 - Jackson Phase 2 is being pushed to next summer to re-bid for lower cost
 - Project complexity with other construction scope
 - Ability to perform work in sites already closed by other Bond work
- Opportunities:
 - Coordinating with other projects for efficiency

HEALTH AND SAFETY: Lead Paint

- Accomplishments:
 - **Phase-1 Work** (Priority Pre-K – 2nd Grade Interior) completed:
 - All Phase 1 work has been completed (total of 66 sites)
 - **Phase 2 and Phase 3:** (Pre-K – 2nd Grade Exterior and additional Interior locations in buildings with Pre-K – 2nd Grade programs) underway:
 - Interior and Exterior work part of Phase 2 & 3 now happening simultaneously as exterior work is dependent on weather. 6 Sites completed.
 - **Documentation:** Verdant Database Lead Paint Module purchased for tracking all lead paint work.
 - **In-House paint crew:** Two additional in-house painters hired and now working on the project (total of 6 on crew)
 - **Lead Paint IDIQ Solicitation:** Submittals from 7 contractors currently under review
- Next Steps:
 - **Phase 2 & 3 Work** (Pre-K – 2nd Grade Exterior and additional Interior locations in buildings with Pre-K – 2nd Grade programs):
 - Total of 54 Sites
 - **Staffing**
 - Additional safety training for paint crew
 - **Lead Paint IDIQ Solicitation:**
 - Contract recommendations to the School Board June 2020
- Challenges:
 - COVID-19 has affected work procedures and site access, causing some challenges.
 - Additional safety training on hold due to COVID-19 and need for social distancing.
 - Weather: To accommodate social distancing, crew shifted to exterior work a little earlier than planned.
- Opportunities:
 - Once IDIQ painting contracts in place, look to roll out first work packages to accelerate project completion timeline.

HEALTH AND SAFETY: Water Quality

- Accomplishments:
 - **Focused Fixture Replacement, Sampling, Testing and Reporting:** Completed.
 - **Low Lead Drinking Water Station Pilot Study**

- Conducted a six (6) school pilot study
 - Test results informed the proposal to implement pilot scope district wide
 - Pilot will continue until 40-weeks of data is obtained.
 - **School by school detailed engineering plans**
 - Completed design on 10-school sites.
 - Successful bid on 5-school sites.
 - Pre-bid meeting completed on second 5-school sites.
 - Additional 20-school sites in the design process.
- Next Steps:
 - **Design Surveys:**
 - Detailed school site engineering surveys and Principal interviews for remaining Groups.
 - **Design:**
 - Construction Drawings and bid packages of 5 sites to be released approximately every 3-weeks until all sites are addressed (Mid 2021)
 - **Construction:**
 - Construction starting May/ June 2020 and continuing through Fall 2021, with 5 new sites starting every 3 to 4 weeks.
 - **Completion:**
 - All major construction and testing forecasted to be complete by the end of 2021.
- Challenges:
 - It will require work through the 2021 calendar year to complete work in all buildings
 - A modest culture change to include students carrying water bottles is part of the solution
 - Fewer overall locations to obtain water at drinking fixtures within the schools
- Opportunities:
 - Higher quality water available and with many more bottle filling stations
 - PPS as a leader in school water quality and student safety; resolution of the Drinking Water “Crisis”

HEALTH AND SAFETY: Security Upgrades

- Accomplishments:
 - Security Upgrades Group 1: 26 schools under Design/Build contract
 - 5 Schools Designed and Awaiting Construction
 - 7 Schools In Construction or Commissioning
 - 14 Schools Turned Over / Punch list
 - Security Upgrades Group 2: 31 schools under Design/Build contract
 - 13 Schools Designed and Awaiting Construction
 - 7 Schools In Construction or Commissioning
 - 11 Schools Turned Over / Punch list
 - Security Upgrades Group 3: 30 schools
 - We have contracted for Design, and the Design process is complete. We have updated construction bid amounts and are reviewing.
 - PPS Staffing: A second full-time construction manager has been added to Secure Schools team.
- Next Steps:
 - Security Upgrades Groups:
 - Complete construction/commissioning for Security Upgrades Group 1
 - Complete construction/commissioning for Security Upgrades Group 2

- Continue review of updated construction bid amounts with regards to contracting for Security Upgrades Group 3
 - Fencing: Complete design and move into permitting for sites with supplemental fencing
 - Contractor Staffing: OSM schedulers are continuing to work with Contractor to assist in forecasting impacts. Contractor staffing levels have increased substantially, resulting in better schedule performance; continuing to monitor for potential schedule slips.
- Challenges:
 - Group 1 and Group 2: Review of fencing designs needs to accelerate and move into permitting and bidding.
 - Group 3: Construction contract is not executed; however, design is now complete.

KELLOGG

- Accomplishments:
 - **Construction:** Roofing, exterior framing/weather barrier/rain screen, and interior building systems and walls are significantly complete on the Gym, Commons & Administrative Wing. The 3-story Learning Suites are well underway on both the interior and exterior. The main concrete stairway has been formed and poured.
 - **Mock-up/barrier testing:** A mock-up of the building envelope has been completed and approved by the A/E team. An in-place window/siding system passed a water/air barrier test.
 - **FF&E:** Planning for furnishings, fixtures and equipment is continuing.
- Next Steps:
 - **Learning Suites:** Learning Suites exterior framing/weather barrier/rain screen, windows, M/E/P systems, and interior framing/drywall will be installed.
 - **Site work:** Site grading will begin around the building.
 - **Public works (PW) permitting:** Public works planning and construction will begin in the next month.
- Challenges and Opportunities:
 - **COVID-19 risk management:** Project team coordinating with Bond program to mitigate risks from COVID-19.
 - **Constrained site:** Project team coordinating with GC to minimize impact on neighbors.
 - **Planning principal:** Planning for opening of new school would benefit from selection of KMS planning principal anticipated in July, 2020.
- Safety Update:
 - December Man Hours: 11,783
 - Man Hours to Date: 51,226
 - Reportable Accidents to Date: 2
 - OSHA Recordable Accidents: 0
 - Incident Rate: 0

OSM/BAC Discussion:

OSM discusses the Planning Principal with the BAC. BAC expresses concern about what impacts will come from not having a Planning Principal in July. OSM states that the lack of a Planning Principal will not generally impact the construction or the project work, but OSM is aware of the importance of getting a Principal on site to become familiar with the school layout and operations.

MADISON

- Accomplishments:
 - **Construction:**
 - Theater structure complete
 - New science wing structure complete
 - Wall framing & MEP roughin in Sectors C, D, & E in progress
 - South fields are in progress
 - Currently on schedule despite COVID challenges
 - Window frames on site and install has started
 - Phase III building permit received
- Next Steps:
 - **Construction:**
 - Level 2 of gym CMU thru end of May
 - Commons structural steel in June
 - Theater SOG
 - Wall framing & MEP roughin throughout building
 - Public Works Permit is nearly complete after ROW acquisitions are finalized
- Challenges:
 - COVID labor inefficiency impacts
 - Little schedule float left to absorb new impacts
 - Site logistics are challenged with extra trailers/lifts to achieve social distancing
 - Mandatory furlough is a challenge for PPS staff in dealing with workloads
- Opportunities:
 - Warehousing of materials has helped eliminate supply chain risk due to COVID
 - Subs are cooperative and committed to finishing project on time
- Safety Update:
 - Man Hours to Date: 227,325 as of May 7, 2020
 - Reportable Accidents to Date: 1
 - OSHA Recordable Incidents: 1
 - Incident Rate: 0.84

OSM/BAC Discussion:

The BAC asks about the reportable accident, and OSM reminds BAC of the minor incident that was discussed at the last meeting.

LINCOLN

- Accomplishments:
 - **Design:**
 - Construction administration and permit review ongoing
 - Water and Electrical service changes by PWB and PGE
 - **Construction:**
 - Early Work of deep pilings and aggregate piers completed on schedule in April
 - GMP submitted on budget and approved by the BOE
 - Tower cranes erected in early May
- Next Steps:

- **Permits:**
 - Construction proceeding on Permit 1 for structural work
 - Permit 2 for the main building expected in August
 - Public Works 60% permit review pending changes made by PWB and PGE
- **Contract:**
 - Approx. \$2.7M remaining buyout for Phase 1. Phase 2 buyout in 2021-22 is approx. \$26M of scope.
- **Challenges:**
 - Redesign of main water and electrical services
 - COVID-19 impact on structural steel procurement
 - Unknown potential impacts to labor and supply chain from COVID-19
- **Opportunities:**
 - Back to work plan implemented for key site staff based on OSHA guidelines
 - Resequencing of scope items to gain schedule improvements
- **Safety Update:**
 - Man Hours to Date: 10,646 as of April 30, 2020
 - Reportable Accidents to Date: 0
 - OSHA Recordable Incidents: 0
 - Incident Rate: 0.00

OSM/BAC Discussion:

The BAC asks about how the CM/GC contract fits into the total budget, but requests that it be answered via a follow-up email after the meeting due to time constraints.

BENSON

- **Accomplishments:**
 - **50% Design Development (DD):**
 - OAC plan reviews & stakeholder design review meetings complete.
 - Andersen & A/E Estimator reconciled estimates.
 - OAC Team coordinated Value Engineering (VE) / cost cutting for budget alignment.
 - **CMGC Early Trade Package** issued by Andersen Const.
 - **Historic Landmarks Commission (HLC) Type III Preliminary Submittal** complete.
 - **Summer 2020 work** planning & investigation under way.
 - **Buckman Field connections** being coordinated with Portland Parks & Rec. staff.
 - **Quarterly project team partnering sessions** continued.
 - **75% DD:** Design Team coordination set milestone
- **Next Steps:**
 - **100% DD** package
 - **Design review** being done with virtual/online stakeholder engagement.
 - **FF&E**
 - Existing furniture inventory for swing site planning & building cleanout
 - CTE equipment planning & consolidation
 - **HLC Type III:** Submitting design package final package and anticipating summer hearing.
 - **State Historic Preservation Office (SHPO):** Clearance form submittal
 - **Schedule:** Monthly schedule workshops with project team
 - **Completion:** summer 2020 work & investigation

- Challenges
 - Building cleanout and move with large amount of heavy equipment
 - Postponed DAG & school community engagement due to school closure
 - Conducting virtual/online meetings with school and district stakeholders
 - Planning, move, transportation and messaging for relocation to multiple swing sites for 3 year construction period
- Opportunities:
 - Early co-location on site

OSM/BAC Discussion:

OSM staff briefly address a BAC question submitted prior to the meeting requesting information on how the Benson swing site estimates have increased and the MPG estimate is up \$11M but the overall total has not changed. OSM notes that the MPG forecast changed to match up with BOE approved amount, but again feels a lengthier discussion will be best addressed, for time reasons, via a follow-up email or meeting.

BENSON: Multiple Pathways Building

- Accomplishments:
 - **Master Plan:**
 - Master Plan approved by School Improvement Bond Subcommittee, May 7, 2020
 - Master plan will advance to the Board of Education for full approval
 - **Community Engagement**
 - Completed DAG meetings #5 and 6
 - **Budget**
 - Master Plan cost estimates align with BOE approvals
- Next Steps:
 - **Master Plan Approval:** Board vote likely scheduled for June 11 meeting
 - **Design:** Once Master Plan is fully approved, begin work on the Schematic Design package
 - **Stakeholder Engagement:** Schedule DAG #7, Schematic Design kick-off
 - **Design contract:** finalize contract with Bassetti for schematic design through project completion
 - **Precon Agreement:** with Andersen Construction
- Challenges:
 - Managing the scope of work for programs that do not fall within the current Ed Spec requirements
 - Integrating the schedule to align with the work at Benson HS.
 - Conducting DAG and other meetings virtually
 - Planning for move to Kenton in August 2021
- Opportunities:
 - Exploration of innovative materials and construction technology, i.e. CLT, pre-fabricated units, etc.
 - Explore concepts of Trauma Informed Design

BENSON: Swing Sites

- Accomplishments:
 - Marshall:
 - Land use application submitted for new building
 - Marshall building tenant improvement (TI) submitted for permitting in Facilities Permit Program (FPP)
 - Reduced TI scope to reduce cost & meet schedule constraints
 - Andersen Construction review of site investigations to confirm existing conditions
 - TI work & new auxiliary CTE shop building will be executed under CM/GC contract with Andersen Construction
 - 25% CD completion for new building
 - Confirm OHSU clinic to move and operate at Marshall
 - Kenton:
 - Continue coordination with De La Salle HS to manage building transition
 - PPS IT infrastructure work to begin summer 2020
 - Grant:
 - Portland Evening and Summer Scholars (PESS) will move to Grant August 2020
- Next Steps:
 - Marshall
 - Cost reconciliation and start of construction
 - Determine nonconforming upgrades (NCU) scope
 - Start summer 2020 work
 - Land use approval & permitting for new building
 - Grant:
 - PESS move in & school communication
 - Working with Grant & PESS to confirm space use
 - Kenton:
 - MPG leadership walkthrough June 1st
 - Confirm contracting plan & schedule
- Challenges:
 - Marshall:
 - Aligning the scope and budget.
 - Obtaining permit in time to start new building in Fall of 2020
 - Compressed timing of swing site build out at Marshall & move-in. 3-4 Phases anticipated
 - Kenton:
 - Compressed timing of swing site work & move in following DLS move out at end of lease

OSM/BAC Discussion

BAC notes that BAC will be giving scrutiny to the Benson estimates due to the need to include funding for Benson on the 2020 Bond.

VI. Questions

OSM/BAC Discussion

BAC requests that OSM provide an update on the 2020 Bond. COO Dan Jung updates that there was a Board worksession last night. A quick background is that PPS has been meeting with the Bond Committee since November of last year. A decision was previously made to go out for a bond in November 2020, with the intent to go out for a larger bond and not pursue another bond for eight years after that. Due to the pandemic, discussions are now aligning towards a November 2020 bond but significantly smaller than previously planned and with a shorter duration until the next bond measure. At this time, discussion is focusing more on physical facility improvements, completion of the 2017 projects, technology improvements, and curriculum. Next step will be community engagement. The BAC met a couple times starting in last fall to look at estimating methodologies. Another meeting will be needed to review the estimating methodology for the updated package. That meeting will be scheduled for within the next few weeks.

The BAC asks when the Bond Committee will be meeting next, for the BAC's report to the Board. OSM will check on that date, as well as confirming the date for the next BAC meeting.

VII. Adjournment

Kevin adjourned the meeting at 12:45 PM.