

Citizens' Bond Oversight Committee
August 21, 2008
Manhattan Middle School

CBOC members in attendance: Mark Bauer, Virginia Belval, Debbie Benitez, Nicholas Brennan, Terry Gillach, Juana Gomez, Susan Graf, Jennifer O'Brien, Amy Paa-Rogers, Elizabeth Patterson, Dee Perry, Ginger Ramsey, Kathy Spines, Kiva Stram, Melissa Tingley and Tron Welch.

Staff members in attendance: David Jorschumb (Heery Representative), Don Orr, Chris Boeye, Denitta Ward, John Bollinger, Susan Cousins, Melinda Moquin-Gomez, Ghita Carroll, Laurie Clauson and Kim Mann

Absent: Kent Crawford, Belinda Harp-Schrag, and Benita Duran

A tour of Manhattan Middle School was given by Martha Gustafson and project manager Tom Blahak before the meeting began. Representatives from OZ Architecture and Adolfson and Peterson Construction were also present for the tour.

I. Opening/Public Comment –

At 5:05 p.m., Chairperson Dee Perry opened the meeting to public comment. Melissa Tingley submitted a letter from Wendy Rochman, a teacher from Crest View Elementary regarding the construction project there.

Perry introduced new members Debbie Benitez, elementary level principal representative; Nicholas Brennan, student representative and Kiva Stram, community representative for Nederland. She also introduced bond staff members Ghita Carroll, BVSD sustainability coordinator and Melinda Moquin-Gomez, bond support coordinator. Both women gave brief explanations of their jobs.

II. Review/Approval of May Minutes

Minutes of the May 1, 2008 meeting were approved.

III. Committee Governance

Perry reviewed the following upcoming meeting dates: October 2 at Southern Hills Middle School, December 4, and February 5, 2009.

Perry notified the committee several CBOC members' terms will expire in January 2009. She requested these members notify her by September 9th whether they are interested in continuing to serve on this committee. Perry said she would like to develop an orientation for new members.

IV. Bond Program Update Report

Don Orr led a presentation of the status of construction projects. He requested committee members from buildings under construction provide an update for their buildings. Reports were given by Ginger Ramsey from Broomfield High, Mark Bauer and Dave Jorschumb for Crest View Elementary, Terry Gillach from Southern Hills Middle School and Amy Paa-Rogers from Fairview High. Orr gave updates on the remaining projects under construction. Slides of each project were presented.

Denitta Ward presented a status report of the Bond Program's contracting and RFQ issuances for cleaning service firms and playground equipment providers/installers. The District has entered into a Memorandum of Understanding with the University of Colorado at Boulder for landscape design students to develop schools' master plans for playgrounds.

Since the Board's grant of increased contracting authority to the Bond Program on April 8, 2008, the Bond Program has entered into 41 contracts totaling over \$12 million. Over half were contracts

requiring payment and performance bonds. Ward presented an overview of the construction contracting process and related documents.

RFQs for prequalification of architects and contractors for the remaining phases of the Bond project work are in development. Planning of phased awards is underway. Project assignments should be made on a rolling basis as phase 1 projects complete.

VII. Quarterly Financial Report

Chris Boeye presented the 4th quarter financials for the 2008 fiscal year ending 6/30/2008. Boeye also gave an overview of the billing cycle for construction progress payments. He walked through a sample report from the website, and explained that during most of the year, these reports will be updated around the tenth of the month. In addition, a new report showing the percentage of construction paid to date, as well as project contingency as a percentage of the construction budget was shown. The contingency line item was defined as including true construction contingency, unknown costs and project savings.

Program Reserve transfer

The amount of \$100,000 was transferred from the program reserve to the Broomfield High athletic budget to cover unanticipated additional work that was required on the 'D' area of the track.

VIII. Communications

Web site monitoring

Committee members provided feedback on the website.

The following members volunteered to monitor the website for the next two months:

<u>Debbie Benitez</u>	<u>Kiva Stram</u>	<u>Kathy Spines</u>	<u>Elisabeth Patterson</u>
Casey Middle	Broomfield High	Fairview High	IT
Crest View Ele.	Louisville Middle	Southern Hills Middle	CBOC
High Peaks Ele.	Centaurus High	Community Montessori	
Boulder High	Lafayette Ele.	Summit Charter Middle	
		Manhattan Middle School	

DAT Guidelines – Plans for Revision

Susan Cousins presented the revised DAT guidelines with changes; these will be used for Phase 2 and Phase 3.

IX. Information

Quarterly Report – Board Agenda Item for September 9, 2008

Don Orr will present the quarterly report for staff. Dee Perry will give a report on behalf of CBOC with input from the committee. All CBOC members are welcome to attend and give input.

X. Adjournment

7:15 p.m. – meeting ended.