

DUBUQUE COMMUNITY SCHOOL DISTRICT
Facilities/Support Services Committee

BOARD COMMITTEE MINUTES

This form is used by all multimember committees established by the Board of Education. Before any meeting is held, be sure you have met the requirements of Chapter 1037 Laws of the 67th G.A., 1978 Session, Official Meetings Open to Public.

- I. Complete the Following Before Starting the Meeting
- A. Date agenda was posted for meeting: July 10, 2015
 - B. Date media were emailed agenda: July 10, 2015
 - C. Media who were emailed an agenda: Telegraph Herald; Des Moines Register; KWWL; KCRG; KGAN; Radio Dubuque; Cumulus Broadcasting; and Chamber of Commerce.
 - D. Board Committee: **Facilities/Support Services Committee**
 - E. Date and Time of Meeting: **July 14, 2015 - 4:00 p.m.**
 - F. Place of Meeting: The Forum
 - G. Attach agenda to this form. Verify that a copy of the agenda has been filed with the Secretary of the Board and the Administrator holding the Committee meeting.

If any of the above data does not comply with the open meeting law, do not begin the meeting.

Board Members present: Terra Siegert, Jim Prochaska, Tami Ryan, Tom Barton, Craig Beytien, Mike Donohue. District representatives present: Stan Rheingans, Rick Till, Bill Burkhart, Charlie Clasen, Phil Kramer, Coby Culbertson.

Ms. Siegert called the meeting to order at 4:00 p.m.

Agenda for July 14, 2015

Agenda approved as submitted.

Senior High School Renovation – Schematic Design

Marty Johnson, Straka Johnson Architects, presented the proposed schematic design of Senior High School, which was developed after 11 meetings with the Core Planning Group.

Highlights:

- There will be approximately 65,000 sf of additions and approximately 69,000 sf of renovations, which would all be climate controlled
- Separate bus drive to improve safety on Clarke Drive
- New main entry (handicap accessible) from West Locust to improve safety and visibility
- New full-size gymnasium, with two practice courts and bleacher seating for over 500
- Small gym will be converted to a science lab
- 11 instructional spaces over what is currently at Senior, which makes the footprint of the building more in line with Hempstead High School
- New cafeteria and kitchen work area (existing cafeteria will be converted into instructional space)

Project estimate is \$29,923,236 with a 10% contingency

The board will be asked to approve the Authorization to Proceed into the Design Development Phase - Board 7/20/15

Mr. Beytien left the meeting at 4:39 p.m.

Ratification of Agreement – Dubuque Education Association

The total salary and benefits increase for teachers, counselors and nurses is 3.08%. Board 7/20/15

Purchase Contracts

Heartland Business Systems - Purchase of a Mitel Unified Telecommunications System at an estimated cost of \$620,540.40 with eligible rebates of \$40,640 - Board 7/20/15. In addition, the district proposes to contract with McGladrey to assist with the implementation of this system at an estimated cost of \$50,000.00 – Board 8/12/15

Riverside Technologies, Inc. – Purchase of 75 Hewlett Packard laptops at a unit cost of \$748.45 for a total estimated cost of \$56,133.75. Board 7/20/15

Loffredo Fresh Produce Co. Inc. – Primary vendor contract to purchase fresh fruit and vegetables as part of the Fresh Fruit & Vegetable Program USDA Federal Grant. Board 7/20/15

Finnin Ford – Purchase of a 2016 Ford F550 4-wheel drive truck with salt spreader and dump box at an estimated cost of \$63,188.00. Board 7/20/15

Facility Beliefs

This is an annual review. There are no changes recommended. Board 7/20/15

Update on Pennsylvania Avenue Property

The district is working with two contractors to obtain quotes to deconstruct the home by this fall, making way for the parking lot improvements at Irving to be completed next summer.

Professional Services Agreements

It is proposed by Buildings & Grounds to enter into a master agreement with IIW and WHKS so the district can request quotes and hire quicker for issues associated with the more frequent 5” rains we seem to receive every summer. These master agreements would allow the district to competitively bid the project, but it can start sooner than having to come back to the board. A typical professional fee is \$3,000-\$5,000 for projects depending upon the scope of the work. Committee members wish for this to be reviewed annually. Board 7/20/15

Project Recaps for PPEL and SAVE

Mr. Till reviewed project recaps for the PPEL Fund and SAVE (sales tax fund).

Update on Current District Projects

Hempstead High School Renovation

99% of the areas will be turned over for the start of school. Conlon has requested and FEH recommends the partial release of retainage for Hempstead High School – Phase 1 in the amount of \$777,177.00. The district will still be holding 5% of the remaining work to be done as well as \$609,377.00 on work completed other than Phase 1. The project is 95% complete. Board 7/20/15

Senior High School Renovation

Authorization to Proceed into Design Development Phase – Board 7/20/15

Senior High School Stone Repointing (2015-16)

Change Order #1 in a deduct amount of \$9,450.00 to eliminate all work on the East side due to upcoming renovation. Board 7/20/15

Maintenance Department Storage Building Project

This project will begin within the next week or so.

Bryant Elementary School Historic Window Replacement

Over 50 windows have been installed out of 98. Contractor still has soffits to build inside as well as trimming out the windows on the inside. Pictures have been shared with the board. If the project continues into the school year, the contractor is requested to work second shift (after school hours).

Elementary School Interactive Projectors

92 of 130+ projectors have been installed. All installation will be complete by the start of the school year. Buildings & Grounds staff is doing this work.

Hempstead High School Athletic Field Improvement Project

In February of this year, the district engaged Selser Schafer Architects to design a conceptual plan for improvements at the Hempstead baseball field. Buildings & Grounds is recommending approval of the original contract for an additional \$14,030, which will engage Selser Schafer to design construction and bid documents as well as providing construction administration service so the following improvements can go to bid this winter and be completed in 2016: new dug outs and fence relocation, relocate the warm-up pitcher mound, create tiered seating on the northeast side of the hillside suitable for lawn chairs (not bleacher seating), re-grade the field to make storm water improvements along the first and third base lines. Committee members asked if this project could be put on hold to review the possibility if there might be a comprehensive solution for adding lights to all the district fields.

Other Items

School Planning & Management magazine – article on DCSD transportation

The district received their annual p-card rebate in the amount of \$33,000, which last year was \$10,700. The main reason for the increase is due to large technology purchases.

The next meeting was scheduled for August 3, 2015, at 4:00 p.m.

The meeting adjourned at 5:22 p.m.

Joni Lucas, Secretary
Board of Education