

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 67<sup>th</sup> G.A., 1978 Session, Official Meetings Open to Public.

- I. Complete the Following Before Starting the Meeting
  - A. Date agenda was posted for meeting: April 1, 2016
  - B. Date media were emailed agenda: April 1, 2016
  - C. Media who were emailed an agenda: Telegraph Herald; Des Moines Register; KWWL; KCRG; KGAN; Radio Dubuque; Townsquare Media Group; and Chamber of Commerce.
  - D. Board Committee: **Facilities/Support Services Committee**
  - E. Date and Time of Meeting: **April 4, 2016 - 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, Craig Beytien, Tom Barton, Tami Ryan, Mike Donohue, Lisa Wittman. District representatives present: Stan Rheingans, Kevin Kelleher, Rick Till, Bill Burkhart, Charlie Clasen, Coby Culbertson.

Craig Beytien called the meeting to order at 4:00 p.m.

Agenda for April 4, 2016

Agenda approved as submitted.

Professional Service Contract

**CS Technologies, Telephone Service**

Mr. Culbertson reported that the district is currently receiving local telephone service from CenturyLink. Three companies responded and were in compliance with the Form 470 bid solicitation process. Bids were received from CenturyLink, Mediacom and CS Technologies. The low bidder was CS Technologies at a potential savings of \$11,600 per year. \$137,070.00 – 36 month term (\$3,807.50 per month). Board 4/11/16

Update on Current District Projects

**Hempstead High School Renovation**

Gym hallway glass has been replaced. They are waiting on information from the contractor regarding the business office window that is not operating properly. Project is essentially complete.

**Senior High School Renovation**

Ken Johnson, SJA, indicated that plans and specifications are 95+% complete and being released to bidders on May 20. It will not be necessary for the Core Planning Group to meet any longer. At the design development phase, the costs were 2.3% over the \$30 million budget. Current budget is \$30,700,000 so they will build in some safety valves (alternate bids) to bring project into budget. Members discussed the \$700,000 overage, which seems minimal to them. They requested an in-depth presentation on the project on May 2 so they can better understand the infrastructure to make a more informed decision regarding budget. Committee 5/2/16

**Senior High School Bus Drop Off Lane Project**

Bids are due April 26. Project will commence June 7 with a completion date of August 12, 2016. Project estimate is \$311,314. Plans, Specifications, Form of Contract, Estimated Cost, and Public Hearing - Board 4/11/16

**Bryant Elementary School Historic Window Replacement**

All window balancers have been replaced so project is complete. There will be a Celebration of Gratitude on May 4 at 9:30 a.m. to honor John and Alice Butler.

**Transportation Department Asphalt Replacement Project**

Award contract to McClain Excavating in the amount of \$383,152.00. Board 4/11/16

**Hempstead and Senior High School Tennis Court Repair Project**

Award contract to Pro Track and Tennis Inc. in the amount of \$107,950.00. Board 4/11/16

**Hoover Elementary School Bus/Parking Lot Project**

Award contract to Eastern Iowa Excavating & Concrete, LLC in the amount of \$200,133.50. Board 4/11/16

**Irving Elementary School Bus/Parking Lot Project**

Award contract to McDermott Excavating in the amount of \$309,900.00. Board 4/11/16

**Eisenhower Elementary School Roof Replacement Project**

Award contract to Giese Roofing Company in the amount of \$98,880, paid for by insurance. Board 4/11/16

**Hempstead High School Athletic Field Improvements**

Mr. Burkhart is recommending amending the original contract with Selser Schaefer Architects in the amount of \$15,020 to design documents and drawings at Hempstead High School baseball field for new dugouts, drainage and fence, and relocating the pitcher's mound. The project is planned to begin after baseball season. Senior is attempting to raise funds for infield repairs. Mr. Burkhart indicated that he can commit \$5,000-\$10,000 for the project at this time. If they can wait, this project is listed on the five year Facilities Plan. Board 4/11/16

**Eisenhower Elementary School and Jefferson Middle School Roof Repairs**

Professional Services Contract with IIW for \$15,000 to prepare documents for roof damage that occurred on February 19. The district applied and received a waiver so the district will be able to waive the normal bidding process and just get two quotes due to timing. Board 4/11/16

Kennedy Elementary School Elevator Maintenance Agreement

Committee members requested that small amount agreements be put on the consent agenda according to the contract policy. Board 4/11/16

PPEL and SAVE Project Reports

Mr. Kelleher reviewed these quarterly reports. Mr. Rheingans reported that the district has been in negotiations with Hillcrest to purchase their buildings. These purchase negotiations have been discontinued as the prices are too far apart. The district is now pursuing a lease option with Hillcrest until renovations can be completed on a district facility to add the services currently being provided by Hillcrest. It has been calculated that the per-student cost at Hillcrest is \$27,000 for rent and services.

Certified Budget Proposal for Fiscal Year 2016-17

Mr. Kelleher reviewed the Certified Budget Proposal. The levy rate published in the *Telegraph Herald* is \$15.23554 which is based on zero supplemental state aid. This is necessary due to budget requirements allowing districts to decrease a levy rate, but it cannot be increased from the published rate. At the time of publication (and to date) the governor has not signed off on the 2.25% passed by the legislature. Board 4/11/16

Association of School Business Officials Certificate of Excellence

The district once again was recognized by ASBO International with Certificate of Excellence in Financial Reporting for the 2014-15 Comprehensive Annual Financial Report (CAFR). This is the 7<sup>th</sup> year in a row the district received this award. Board 4/11/16

The next meeting was scheduled for May 2, 2016, at 4:00 p.m.

The meeting adjourned at 5:33 p.m.

Joni Lucas, Secretary