

Capital Asset Advisory Committee Meeting Notes

Thursday, September 3, 2020

Attending

Members: Gordon Calahan, Megan Castle, Kathy Hodgson, George Latuda, Tom Murray, M.L. Richardson, Brittany Warga, Jeff Wilhite

Staff: Steve Bell, Heather Frizzell, Jason Hendricks, Bruce Huxley, Berry Jones, Tim Reed, Nicole Stewart, Maureen Wolsborn, Robin Acree

Location: FM Conference Room/Zoom, 809 Quail Street, Bldg. 4, Lakewood, CO 80215

Time: 8:00-10:00am

General- Changes with District Leadership: Kristopher Schuh is the interim Superintendent and Nicole Stewart is the interim Chief Financial Officer.

- CIP Update-Presentation
 - Just over \$24 million was spent in August. Encumbrances went down since July.
 - Charters-encumbrances are going down as more and more work is being started.
 - August 2020 Bid Results:
 - Bell MS, Manning and Warren Tech South projects are under budget.
 - Schools to be bid late summer, early fall 2020:
 - Wayne Carle MS-addition 9/10
 - Parmalee ES-addition – 9/3
 - Foster ES-addition - ~10/15
- Work in Progress Report-Presentation
 - This construction season there were projects at 90 locations.
 - Assignments have been made for 2021 projects, PMs getting proposals and setting up DAG meetings.
- COVID-19-Impact on Construction
 - There has been minimal impact on construction. Facilities and Construction Mgmt. has worked the entire duration of COVID, with the first two weeks of shut down available only critical staff.
 - Facilities has adjusted the fresh air intake in buildings that are digitally controlled, outside air damper openings have increased from 25-40%.
 - District systems are designed to use MERV 8. Filters with a higher rating can generate resistance that reduces air changes, potentially damages equipment or both.

Communications

- Communications has produced and published several videos over the summer.
 - Arvada High School 'virtual' ribbon cutting included a few students and staff members.
 - A press release was sent out on Warren Tech South.
 - Currently communications is working with the Planning/Property department to set site tours to view and show the public new furniture installations.
- Communications won a National Golden Achievement Award for taking the level of communication and creating a strategic plan for Jeffco media and website.

Planning/Property Management Update

- General Updates:
 - Planning/Property is preparing for enrollment projections for next year. Delays are expected because of the unique situation between in-person and remote learning.
 - This fall Jeffco opened five preschool programs.
 - 33 temp building were demolished including those with construction projects. Next summer 32 have been identified for removal with the possibility of more.
 - STRIDE Clinic is opening this month on the Golden HS site.

Construction Management Update

- General Updates: We have hired a new Cost Scheduler, Bill Claveau. Bill is a great asset to Jeffco; he designed the current program we are using and has worked as a consultant for many years.
- Currently advertising for a Project Manager 3 position.
- 19M Program-FF&E are the only remaining projects open.
- 20M Program in close out. Four projects remain.
- 21M Program established.