

**Minutes**  
**Citizens Oversight Committee**  
**October 19, 2022**  
**District Office Board Room**  
**5:30 pm**

**Present:** Bob Archer, Steve Spencer, Paul Chamberlin, Marlene Gillis, Candy Posey, Clara Woolsey, Sean Johnson, Deena Loughary, Tara Townley, Bill Masei, Lee Schlenker, Gary Suderman, Tami Montague, Glen Miller, Jerry Boudreax

**1.0 Welcome**

1.1 Introductions –

Bob Archer – Dallas SD Facilities Director

Steve Spencer – Superintendent Dallas SD

Marlene Gillis – Soderstrom Architects

Jerry Boudreax – Retired Teacher, Community Member

Glen Miller – Director Chemeketa Community College Polk Center

Clara Woolsey – Junior, Dallas High School

Bill Masei – Dallas High School, Career/College Coordinator

Candy Posey – OSAA, Community Member

Paul Chamberlin – HMK Company, Project Manager

Sean Johnson – Dallas School District, Technology

Deena Loughary – Community Member

Tara Townley – Program Manager, Dallas Chamber of Commerce

Lee Schlenker – Community Member

Tami Montague – Director of Finance, Dallas School District

Gary Suderman – Community Member

**2.0 Review the Charge of the Citizen Oversight committee**

Actively monitoring Dallas School District general obligation Bond Program – to ensure that the Bond proceeds are used for the purposes intended. Monitor project expenditures & progress of projects. Serve as a key communicator of information related to the Bond and are comprised of a cross section of School District people and will remain in place until completion of Bond Projects.

**3.0 Approval of Minutes**

3.1 Candy motioned to approve minutes from September 21, 2022 meeting, motion seconded, motion carried.

**4.0 Project Priorities**

4.1 Main focus this summer – not Bond related but will be doing Seismic Grant at DHS, will involve locker rooms and the upper and lower portions of the gym. Bond work will be incorporated as well such as upgrading HVAC in the gym and other areas affected by the scope of that project. Lyle, Dallas High School and LaCreole Middle School vestibules will also be worked on. Hopefully going to be doing a couple of roofing projects and some plumbing upgrades, domestic water

pipng at LaCreole Middle School and other buildings. Engineer is going through each building and audits are being done in each building, all information being brought together – mechanical, structural and electrical.

**Question** – Were plans gone over at the first meeting for the Upper Gym at the High School and the new Gym at the Middle School?

**Answer** – No. ZCS is at about 50% design right now, typically with seismic there isn't a huge aesthetic change. When grant was awarded a year and a half ago, continuity was a lot different than it is now, it will be interesting and will probably have some hard conversations in the near future because of construction market. Accurate cost estimates should be ready in a couple of months pertaining to the gym at the middle school, what some options are and what it's going to cost. Middle school gym will be phase two, cost estimates for High School seismic, cost estimates will be available pretty soon. Grants from the state are just focused on making spaces safer, it is very specific what the money can be used for. Middle school gym design hasn't really been started yet, we have an idea of where it's going to go on the site. Will probably put it in the preliminary submittal to the city for land use approval, we want to put both phases of that project in and get land use approved, it's a longer process. Because the rest of the scope is all internal we don't have to go through the land use process.

## **5.0 CMGC (Construction Manager/General Contractor)**

5.1 RFP put out for Construction Manager/General Contractor "CMGC". Planning on soliciting two contractors, unsure of how scope will be broken up. Thought is that if the projects are broken up it will allow for smaller, local contractors to have an opportunity to bid. Goal is to have contractors on board and to have it solidified by mid-December. The benefit of bringing the contractor on board early is so that they can participate in the design phase, provide budget numbers, provide guaranteed maximum price. Package 1 is DHS, District Office and Morrison. Package 2 is Lyle Elementary, Oakdale Heights Elementary, Whitworth Elementary and LaCreole Middle School. The packages pretty much balance each other out with package one being slightly higher. **Wording** – "Potential firms responding to the solicitation are required to provide one response that will be considered for one or both projects. At the school districts sole discretion, the packages can be awarded to one or more general contractors." It gives the district maximum flexibility to award it how they would like to.

**Question** – What criteria are you looking for in a CMGC?

**Answer** – Six Million dollars of public construction experience, preferably schools. We brought the amount down to six million to allow some smaller companies to propose.

Proposals are currently due on November 3<sup>rd</sup>. District will have an opportunity for review and score by November 15<sup>th</sup>, November 17<sup>th</sup> will be interview day. Board action on November 28<sup>th</sup>, contracts issued November 29<sup>th</sup>, contracts executed by December 6<sup>th</sup>, the current plan is flexible at the same time. Part of CMGC's roll

will be to provide cost estimates through design phase. The district sees all bids from the sub-contractors, it's a pretty transparent process.

**6.0 Project Design Update (Marlene – Soderstrom Architects)**

6.1 Doing everything that we can with a tight timeline to manage scope and schedule. The biggest hiccup schedule wise is procurement and lead time, getting access to electrical and mechanical equipment. Schedule is for the first deadline of the schematic design package due internally from consultants on November 4<sup>th</sup> and to the district on November 7<sup>th</sup> for review and will put out at the same time for a cost estimate. Cost estimator will take 2-3 weeks to get it done. Mechanical Engineer is leading the charge in a lot of the scope, it is a lot of utilities and existing conditions, he has been touring the schools and crawling through all kinds of stuff, he's feeding the information back to Soderstrom, we are coordinating internally and it will turn into a list of questions for the district in design team meetings. The CTE building at DHS is the biggest challenge. Working on land use submittals for LaCreole Middle School, gathering info for that. A good argument for this is that we will not be adding capacity the gym will be serving existing middle school students. We will be having a meeting with the city so they know what is being proposed.

**7.0 Other Business**

7.1 Acronym Guide handed out by Paul from HMK  
7.2 Bob asked for volunteers for CMGC – Deena Loughary, Lee Schlenker, Gary Soderstrom, Clara Woolsey – scoring was discussed and how to do it.

**8.0 Discussion of Next Meetings**

8.1 Waiting to establish scopes and findings, this will lead into accurate cost estimates, will be coming in the next couple of months. Is there a point of having a meeting in two weeks? Should the meeting be tabled until next month? Jerry in favor of moving the meeting to the first part of December and evaluate at that time to see if the meetings should be monthly/bi-monthly. Group agreed that the next meeting should be December 6<sup>th</sup>.

**9.0 Public Input**

9.1 **Question** – Are the names of the people on the board supposed to be public? Are the meeting notes confidential or public? **Answer** – All information is public and the public is welcome to come to the meetings.

**10.0 Next Meeting – December 6, 2022**

**11.0 Meeting adjourned**

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**Committee Chair**      **Jerry Boudreaux**

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**Date**

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**Committee Secretary**      **Natalie Castillo**

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**Date**