

NEAH-KAH-NIE SCHOOL DISTRICT NO. 56

Special Board Meeting 5:00 p.m.

May 1, 2017

Neah-Kah-Nie School District Board Room

PRESENT

Board Members

Terry Kelly, Chairman
Pat Ryan, Vice Chair
Lisa Hooley
JoDee Ridderbusch
Trisha Hixson
Planning
Carol Mahoney
Michele Aeder (absent)

District Office Staff

Paul Erlebach, Superintendent
Mark Sybouts, Business Manager
Kathie Sellars, Administrative Assistant

Guest

Matt Koehler, Cameron McCarthy Landscape Architecture &

Present

CALL TO ORDER

Mr. Kelly called to order the special board meeting of the Board of Directors of the Neah-Kah-Nie School District at 5:02 p.m. Mr. Kelly welcomed staff and patrons of the district. All present stood for the flag salute.

Call to Order

APPROVE AGENDA

M-Ryan/2nd Hooley to approve the agenda as presented. Motion carried with the six board members present.

Approve Agenda

Motion to Approve

STATED PURPOSE OF THE MEETING

The purpose of the meeting is to hold a public hearing for the Neah-Kah-Nie School District Public Contract Review Board

State Purpose of Meeting

CALL TO ORDER PUBLIC HEARING

Mr. Kelly called the public hearing to order at 5:03 p.m.

Open Public Hearing

READING OF FINDING OF FACTS, BOARD CHAIRMAN, TERRY KELLY

Mr. Kelly read the finding of facts. The findings are attached to these minutes.

Reading of Finding of Facts

CALL FOR PUBLIC COMMENTS

Tim Wirkkala from Bayview Transit Mix, was one of the sub-contract bidders. Mr. Wirkkala stated that he talked with the general contractors who were going to try to bid on the project and the problem was not being able to find enough sub-contractors. Mr. Wirkkala asked if the project would remain a single project or be done in phases.

Public Comments

Mr. Koehler stated that it will remain a single project.

CLOSE PUBLIC HEARING

Hearing no other public comments the hearing closed at 5:15 p.m.

Close Public Hearing

BOARD DELIBERATIONS

The Board deliberated over the finding of facts. Discussion occurred over the project timeline. The project was scheduled to begin May 15th and be completed by August 15th. The project completion date could be extended if that becomes necessary. Ms. Buckmaster shared that she and Mr. Douma have discussed how they would deal with football practice which begins in mid-August. They determined that they could use the baseball field, they have also planned the first home football game for later in the season.

Board Deliberations

Mr. Kelly asked Mr. Koehler if they have an estimated number of days to complete the project, Mr. Koehler stated that it would take approximately 90 days. Mr. Koehler stated that you need 28 days of curing time for the asphalt before the rubberized surface can be laid down, there will also be curing time needed for any concrete that is poured. Further discussion was held about the condition of the current track and the safety of our students.

Board Deliberations
Continued

M-Hooley/2nd Ryan to accept the Findings of Facts. Motion carried with the six board members present.

Motion to Approve
Finding of Facts

NEXT STEPS, MATT KOEHLER

Next Steps

Mr. Koehler shared that we needed to advertise the Daily Journal of Commerce the Districts intent to use the Direct Award process, that ad was published on April 14, 2017 and had to run for 14 days. Mr. Koehler stated that he has not reached out to anyone, but has a contractor that would like to meet with district administration. That meeting could occur as early as tomorrow, May 2nd. Mr. Koehler will be reaching out to other contractors as well.

Mr. Kelly asked, in a perfect world it would take 90 days to complete the project. Mr. Koehler stated that if the project can begin June 1st, it could be ready for football season. He also stated that the contractor will be an active partner in the project. Mr. Erlebach stated that the actual football field is not really at issue. He asked Mr. Koehler to address the field and its usability. Mr. Koehler stated that the project will only affect the outer edge of the field, which is where the drainage will go. Mr. Erlebach stated that he would report the progress to the board at the May 8th meeting.

2017-18 Board Budget
Goals

BOARD 2017-18 BUDGET GOALS

Mr. Kelly reviewed the Board Budget Goals. They are listed below.

- Preserve small class sizes at the pre-kindergarten through 5th grades
- Ending fund balance not to go below \$6,000,000
- Maintain a high level of professional development
- Keep current programs
- Commitment to replacement cycle transfer costs:
 - Technology \$100,000
 - Maintenance \$200,000
 - Vehicle replacement \$10,000
 - Furniture replacement \$9,000
 - Textbook adoption \$100,000
- Continued Commitment to Capital Improvement Plan including \$500,000 funding transfer
- Maintain adequate staffing for District goals

Be current with textbook adoption

M-Mahoney/2nd Hooley to approve the 2017-18 board budget goals. Motion carried with the six board members present.

Motion to Approve
2017-18 Board Budget
Goals

ADJOURN

The meeting was adjourned at 5:50 p.m.

Adjourn

Cameron McCarthy Landscape Architecture & Planning
160 East Broadway
Eugene, OR 97401
(541) 485-7385 FAX (541) 485-7389
Contact: Matt Koehler, ASLA

1. **Question:** The exemption is unlikely to encourage favoritism in awarding public improvement contracts or substantially diminish competition for public improvement contracts because:
Answer: The project was first publically bid allowing for competition. However, only one contractor provided a bid and that bid amount was substantially higher than the District's budgeted amount. Three contractors participated in the pre-bid meeting; none of these contractors submitted a bid. The pre-bid meeting was advertised in *The Daily Journal of Commerce* and *The Headlight Herald*.
2. **Question:** Further, the Board believes that awarding this public improvement project under the exemption will likely result in substantial cost savings and other substantial benefits to the District, after considering the type, cost, and amount of the contract because:
Answer: Awarding the project under the exemption may allow the project to be built this summer within the budgeted amount. The budgeted amount should allow for this type and size of project to be built based on previous experience for similar type projects by the design team.
3. **Question:** How many persons are available to bid?
Answer: Unknown. However, when publically bid only one bid was received.
4. **Question:** The construction budget and the projected operating costs for the Project:
Answer: Total estimated bid cost is \$1,834,813 and total estimated project cost (including owner soft costs: Architect fees, building permits, etc.) is \$2,075,632.
5. **Question:** Public benefits that may results from granting the exemption.
Answer: Exemption could allow the project to be constructed this summer.
6. **Question:** Whether value engineering techniques may decrease the cost of the Project.
Answer: There are minimal value engineering options that may decrease the cost of the project.
7. **Question:** The cost and availability of specialized expertise that is necessary for the Project. **Answer:** Estimated bid cost assumed contractor with track construction experience.
8. **Question:** Any likely increases in public safety.
Answer: The existing track is in disrepair and is not currently safe for students or public users. The project will provide a safe track facility for students and community use.
9. **Question:** Whether granting the exemption may reduce risks to the District or the public relating to the Project.
Answer: Yes. Providing the exemption could allow the project to be constructed this summer and potentially remove any public safety concerns.
10. **Question:** Whether granting the exemption will affect the sources of funding for the Project.
Answer: No.
11. **Question:** Whether granting the exemption will better enable the District to control the impact that market conditions may have on the cost of and time necessary to complete the Project.

Answer: Yes, the location of the project and current bidding climate (increased supply of projects has reduced the contractor/sub-contractor availability) have affected the response and subsequent bid provided during the public bid process. The exemption will allow the District better opportunities to determine who is available and able to perform the construction necessary for this project.

12. Question: Whether granting the exemption will better enable the District to address the size and technical complexity of the Project.

Answer: Yes.

13. Question: Whether the Project involves new construction or renovates or remodels an existing structure.

Answer: Project includes the renovation and replacement of the existing track, interior edge drainage, concession building, and adjacent paved surfaces. The replaced concession building will also include fixed bathroom facilities to replace some of the portable facilities currently used.

14. Question: Whether the Project will involve District grounds that will be occupied or unoccupied during construction.

Answer: Yes and No. Project was intended to commence near the end of the 2016/17 school year, be constructed during the summer, and finish at the beginning of the 2017/18 school year. Adjacent school facilities will be occupied at the very beginning and end of the project.

15. Question: Whether the Project will involve a single phase of construction work or multiple phases of work to address specific Project conditions.

Answer: Single-phase construction.

16. Question: Whether the District has, or will have personnel, consultants and legal counsel that have the necessary expertise and experience in alternative contracting methods to assist in award, negotiate, administer and enforce the terms of the Project contract.

Answer: Yes.

END OF DRAFT FINDINGS