Lend Lease

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MINUTES

Hancock Central School District – Capital Project

FACILITIES COMMITTEE

MEETING NO. 8 held 8/6/14

District Office

I. Attendees:

Terry Dougherty	Brenton Taylor	Nick Hazen
Frank Seely	Kathy Herzog	John Martin
Amber Dennis	Mike MacDonald	Tim Clark
Scott MacDowall	Linda O'Brien	Bill Connor

II. Review / Approve Prior Meeting Minutes

The prior meeting minutes were approved without discussion.

III. Review of Updated Capital Project Scope submitted for Estimating

The latest design scope was reviewed by line item in the estimate. Lend Lease reviewed the narrative when needed to remind committee members of the more detailed scope associated with each activity. Lend Lease updated the committee members that were not present at the last meeting which was a joint meeting with the Board of Education. At that meeting, the estimate was reviewed along with a column of suggested priority rankings for the committee's consideration. The rankings were reviewed with the Board of Education and they concurred with these suggestions.

More importantly, the Board of Education confirmed that it is their intention to support a no additional tax impact project vote, using the capital reserve funds currently secured by the District. The capital reserve will be used to offset the local share associated with the capital project. The Board also confirmed that they do not intend to add to the reserve account for use with this potential project.

IV. Estimate Review / Finalize Scope Recommendations

Lend Lease review the overall estimate presentation that was given at the prior meeting. At that meeting, Ben Maslona from Fiscal Advisors, the district's financial consultant, detailed the District's finances and potential aid to expect associated with the proposed project scope. Fiscal Advisors warned of the Maximum Cost Allowances associated with each building, with a particular emphasis on the Elementary School Incidental Costs. Lend Lease reminded the committee that for SED purposes, sitework construction or work 5' outside a building's footprint is considered sitework.

Once a final scope is agreed upon, the revised project figures will then be forwarded to Fiscal Advisors for confirmation that it will result in no additional tax impact to the community. There may be a need for another round of scope tweaking once Fiscal Advisors completes that exercise. In addition, the project team will make a subsequent visit to the State Education Department in Albany to confirm that the aid assumptions are acceptable prior to voter referendum.

Attached to these minutes is a revised estimate summary based upon the discussions in the meeting. A highlight of those discussions included:

Middle School/High School
Item 3, First Floor Entry Lobby Ceiling, make a priority 1
Item 6, Weight Room, make a priority 1 but will likely be a bid alternate in the future depending on the bid climate next year
Item 13, Auditorium Stage and Window Curtains, make sure curtains match
Item 18, Trophy Cases, make a priority 1
Item 21, Multi Media and Signage, make a priority 1 but review ways to scale down size/cost of entry sign
Item 24, Entrance Plaza, keep a priority 1 but investigate two additional costs: radiant heat at main entry, bluestone in lieu of stamped concrete
Item 35a, Emergency Generator Connection, make a priority 1

Elementary School
Item 11, Paving Replacement, make a priority 2 due to aid concerns
Item 12, Playground, keep a priority 1 but reduce budget down to $100,000 due to aid concerns. Investigate potential of community completing the balance or adding to the structure incrementally over time.
Item 22a, Emergency Generator Connection, keep as a priority 4
Item 30 (NEW), Classroom Bathroom Renovations, make a priority 1. Assume a budget of $30,000 for work at classrooms 111, 113, 115.

As noted above, these changes will be sent to Fiscal Advisors for their review of individual maximum cost allowances as well as the overall budget capacity of the project based upon the current capital reserves and no additional tax impact expectations.

Other Scope Comments
Highland Associates to confirm for District that all field work items are coordinated with each other and existing conditions to address all drainage and swales.
Tim Clark from BOCES confirmed that the technology estimates include network capacity to expand into the future. Tim to provide the district additional cost information for additional PC's and smartboards.

V. Schedule Update
Lend Lease reviewed the overall timeline to remind the committee of where we are in the process. A copy is attached. See below notes for revisions.

VI. Confirm Next Meeting – Wednesday, August 20, 2014 at 3:00 PM
Lend Lease is unable to attend this date but will confirm Highland's availability. This meeting will review the impact of the changes noted above based upon Fiscal Advisor's analysis. The goal is to finalize the recommendation to the Board of Education. The project team will then meet wit SED in Albany and then be ready to present the committee's recommendation at the September Board of Education meeting.

At the 8/25 Board of Education meeting, the Board of Education can begin the SEQR process by declaring themselves Lead Agent for the project. Terry Dougherty to speak with the District's legal advisor to execute this process.

The process is still on target for an early December 2014 vote by the community.

c. Attendees
D. Gilmore