

8/18/2021 Core Team – Agenda w Meeting Notes

Meeting Title: Core Team Meeting
Date: August 18, 2021
Time: 7:30 AM

1. Check-In

- a. Benzie team members
- b. Wolgast team members
- c. Kingscott team members
- d. Commtech team members

2. Schedule

- a. No change to current project Schedule
- b. Henry Road Improvements timing could impact schedule for New Elem
 - i. Aaron has talked to Nathan at DTE
 - ii. DTE has passed on to Karla
 - iii. Dan contact DTE and Road Commission

3. Technology

- a. Paging System
 - i. Bid documents ready?
 1. Finalizing – ready by end of month FOR ALL BUILDINGS
 2. Issue 9/3 or 9/6
 3. Prebid meeting inbetween
 4. Receive bids week of 20th (9/24)
 5. Post bids week of 9/27
 6. USE ESSER FUNDS FOR ALL BUT THE NEW ELEMENTARY
 7. ERATE will not pay for Paging Systems
 8. ERATE will pay for cabling at the new Elementary (\$180k)
 9. \$200k cap for ERATE
 - ii. Need to “post” bids on State of Michigan SIGMA web site (Michelle at District)
 1. Post same time 9/3 or 9/6
 2. Post minimum of 2 weeks
 3. Michelle no longer works for Benzie
 - iii. Plan to award contracts at the 10/11 Board meeting
- b. **TR** Drawings: to be issued with Kingscott drawings

- c. **TC** Drawings: to be issued separately
- d. Budget / Scope:
 - i. Bret sent a DD estimate to Wolgast/Kingscott
 - ii. More than original \$750k planned for the bond
 - iii. REVIEW TECH ESTIMATE AT NEXT CORE TEAM MEETING
 - iv. Video Security included?; Are we added onto existing systems?
 - 1. 55 cameras total; security at each building
 - v. Door Access included?; Are we adding onto existing systems?
 - 1. Panel and card readers at every building; majority at New Elm and New Transp
 - 2. Includes new CR audio at all classrooms
 - 3. Includes new HS Cafeteria audio system
 - 4. Includes sound systems for big spaces in new elementary
 - 5. COST FOR PATHWAYS should be in Wolgast Estimate
- e. Other technology items?
 - i. HS Weight Room: how much video capability needed in the space?
 - 1. (2) 65" LCD's included in TECH BUDGET
 - 2. (8) speakers with amplifier included also
 - 3. Amiee thinking DELETE LCD's
 - 4. Also may not need speakers

4. Communication

- a. 8/9 Board Meeting: any follow up?
 - i. Chris – no negative feedback
 - ii. Nicki – Board seems good
 - iii. Amiee – not as much detail on the next presentation
- b. 9/2 Open houses: display images on 30" x 42" boards
 - i. Kingscott working on
 - 1. one board with all building "design" information
 - 2. one board specific to each building
 - ii. Send Amiee flat sheets only (she will clip on to foam core boards)
 - iii. Amiee: do you need extra foam core boards? SEND 4 32 x 38
 - iv. BOARDS DUE NEXT THURSDAY
- c. 9/13 Board Meeting: present "Options" to the Community for input
 - i. In person meeting; 6:00pm Community; 7:00pm Board
 - ii. Overall update on all projects
 - iii. Kingscott can set up in the Board room

5. Design Process

- a. New Elementary
 - i. Kingscott Team issued Design Development (DD) documents
 - ii. Wolgast Team working on the DD Cost Estimate

- iii. Reminder: exterior materials & colors: (2) options reviewed and approved on 8/9
 - iv. Reminder: interior materials & colors: (2) options reviewed and approved on 8/9
 - v. Henry Road Improvements / DTE / Road Commission
 - 1. Aaron sent road "profiles" to DTE; no response yet...
 - 2. Revised site design eliminates the north crossing of the gas line
 - 3. Aaron created PLAN B concept (if we need to build road on School property)
 - 4. Cost could be additional \$800,000 magnitude for PLAN B
 - 5. PLAN C (for consideration...) relocate the New Elem to the South to reduce cost
 - a. John presented SOUTH option concept site plan
 - b. Playgrounds 700' from road; could add a fence on west side
 - c. Parking and Bus loop work the same
 - d. Relocate soccer and practice football fields to the north
 - e. PLAN C is viable... but District is not excited about this option
 - i. Disadvantage: buses sharing drive with students
 - ii. Soccer field relocation cost \$300k
 - iii. No real trees near playground
 - iv. Eliminating a lot of football practice space
 - v. Extending utilities creates flexibility for future site expansion
 - f. Precedent: Lake Ann Road was paved by Road Commission
 - g. Soil borings / Any bad soil at proposed south location?
 - h. Contingency for new elem is set at \$1.3m
 - i. 10% contingency is good until new building gets out of the ground; then reduce to 5%
 - j. PLAN C - do not share at this point beyond the Core Team
 - vi. County Health Department update
 - 1. Health department vs EGLE; working through it
 - a. Health department says septic field review in not their jurisdiction; they say EGLE is the authority
 - b. EGLE says septic in the County Health Departments jurisdiction
 - c. Kingscott working to get a letter from EGLE to the County telling them Septic for Benzie Schools is the county's jurisdiction
 - d. Health Dept contact: Mark Grossnickle
- b. Lake Ann Elem
- i. Kingscott team proceeding with Construction Documents (CD)
 - ii. Review (DD) cost estimate
 - 1. Always going to be over budget due to added remodeling scope (not part of original bond budget)
 - 2. 10.7% over budget at SD estimate
 - 3. 26% over budget at DD estimate: large footings for retaining walls, additional fire alarm work, one additional UV to replace at remodeled area (former Computer Lab)

4. Reduce casework – make an Alternate
5. Wolgast recommends going out for bid as is
6. Projecting \$80,000 overage including all our contingency money
7. Unused 2021 SF money can be directed toward this project (approximately \$50k)

c. HS Addition & Locker Room Remodeling

- i. Kingscott Team issued Design Development (DD) documents
- ii. Wolgast Team working on the DD Cost Estimate
- iii. South parking lot:
 1. District would like to add the new exit drive for the “Parent” loop
 2. District is willing to scale back interior work scope / finishes
 3. Wolgast – SF budget money is planned to be used for this. Kingscott to identify the scope in more detail on future drawings / documents. SF Budget is \$604,000. Full depth west approach, mill and surface main lot and bus loop, replace concrete sidewalks, replace walks at parent drop, full depth NE drive... KRIS HAS A DETAILED LIST / DESCRIPTION OF WORK
 4. Kris recommends delaying this work to end of the Bond Projects so we have clarify on remaining budget dollars
 5. Amiee would like the HS south lot done with the Transportation Building Work; can wait on the student lot because that lot will be impacted (chewed up) with the HS Addition work
 6. Betsie Valley 2021 parking lot work cost was \$126,000 for reference.

d. Transportation Building

- i. Kingscott team proceeding with Construction Documents (CD)
- ii. Wolgast team working on Design Development (DD) cost estimate

e. Betsie Valley Remodeling (Phase 2)

- i. Kingscott team proceeding with Design Development (DD)
- ii. Reminder: District would like to improve the front canopy if budget allows; replace front doors; maybe some new landscaping, etc.
- iii. Question: existing cabinet unit heaters (CUH’s) are floor mounted; floor or ceiling mounted preferred for the new ones? New supply lines are coming from overhead.
 1. Mike would like new units to be floor mounted
- iv. Question: fan on the roof replaced often; is this the Kitchen fan? Is there a recent P.O. so we can match the new fans?
 1. Fan in question is near the Kindergarten Room.
 2. It is replaced often due to ice damage.
 3. Mike and Kris had conversation with Roofing Contract to prevent further ice damage in the future.
 4. Mike prefers all roof fans to be from the same manufacturer

- f. HS / MS Remodeling (Phase2)
 - i. Kingscott proceeding with Design Development (DD)
 - ii. Schedule Items
 - 1. Served Expansion: Can this happen earlier than Summer 2022? 16-week lead time for aluminum storefront and glass...
 - a. Remodeling can't happen until Summer of 2022 due to material lead time and State BCC/BFS plan review timeline
 - b. District has a plan for using tables to block off / define the serving line area in the interim.
 - 2. Cafeteria Remodeling: Can this happen Summer 2022 (not 2023)
 - a. Yes plus served expansion.
 - b. Wolgast/Kingscott to discuss phasing strategy for the construction
 - 3. Science Classroom Remodeling: Can this happen Summer 2022 (not 2023)
 - a. Yes.
 - b. Wolgast/Kingscott to discuss phasing strategy for the construction
 - iii. Question: existing cabinet unit heaters (CUH's) are floor mounted; floor or ceiling mounted preferred for the new ones? New supply lines are coming from overhead.
 - 1. Mike would like new units to be floor mounted
 - iv. Question: New Conference Room (where corridor is restored); Do you want new heating / cooling unit for this space?
 - 1. Mike wants to reuse the existing cooling only RTU (unit is pretty new)
 - 2. Add something else for heat (maybe just fin tube?)
 - v. Question: Sheriff's Office; has a small window A/C unit now; Do you need new A/C?
 - 1. Mike wants air conditioning in the space but has to be something other than a window unit
 - vi. Question: has Roto Rooter scoped the existing cast iron sanitary lines? NOT YET.
 - 1. Roto Rooter has not scoped the lines yet; they are scheduled to come out
 - 2. Flo meters being installed so we can measure water usage (for Septic Field design)

6. Other Items

- a. Update on current Sinking Fund project progress
 - i. Betsie Valley
 - 1. Parking lot is complete
 - 2. 3 punch list items: working on them
 - ii. Lake Ann: pumps and VFD's
 - 1. VFDs arrived; pumps arrived yesterday
 - 2. Glycol fill system: still needs to happen
 - 3. Exhaust venting thru roof to be done next week

4. Gas service issue: working on increasing pressure and need new meter; to be completed late summer early fall; small fee for this from utility provider
- iii. High School: roof work; stadium lights; owner training
 1. Roof is moving forward; Bloxom making a plan to get done; less noise expected on the MS roof; continue to work while buildings are occupied; TBD
 2. Meeting with Bloxom late next week; weather has been good; they've been making good progress
 3. Stadium lights done; Owner has been trained
- iv. BCC / BFS: final inspections
 1. Wolgast scheduling BCC inspections
 2. No BFS inspections required
- b. Life Skills FLOORING – Life Skill flooring going down well. Casework / Countertops won't be done for start of school but Carmen has a plan to make it work without casework

7. Next Meeting

- a. Next Core Team on September 1, 2021, 7:30am