

**Building Advisory Committee  
Meeting Agenda  
April 21, 2022 (5:30-7:00pm)**

**WGSD High School**

Please contact [Frazier.pam@wgmail.org](mailto:Frazier.pam@wgmail.org) or [mueller.jason@wgmail.org](mailto:mueller.jason@wgmail.org) in advance of meeting to be invited.

- I. Call to Order
- II. Adoption of Meeting Agenda
- III. Approval of the February 17, 2022 Meeting Minutes
- IV. Approval of March 31, 2022 Special Meeting Minutes
- V. Public Comments to the Building Advisory Committee by guests
- VI. Old Business
  - a. Board Policy on Construction Bidding Update – Rob
  - b. High School Auditorium – Jason
  - c. High School Little Theatre – Pam
  - d. Facility Assessment Report – Jason
  - e. Bond Planning
- VII. New Business and Reports
  - a. Next Meeting Date - May 19<sup>th</sup> BOE has rescheduled meeting for this date.  
Options: May 12<sup>th</sup> or May 26<sup>th</sup>
  - b. Member Vacancy/Recruiting
- VIII. Chair's Report - Sean
  - a. Possible Bond Issue
- IX. Announcements by Members
- X. Future Business
  - a. WGSD Masterplan Update
  - b. Building Datasheets

XI. Partial Building Tour – Time Permitting *Auditorium, Little Theatre, Fields, Etc.*

XII. Adjournment

## Building Advisory Committee

### Meeting Minutes

**Meeting Date:** March 31, 2022

**Meeting Location:** Virtual

### Attendees:

Arens, Mark - Member	Present	Frazier, Pam, CFO/COO	Present
Cibulka, Jim - Member	Present	Todd, Allen, BOE Rep	Absent
Curtis, Randy – Member	Absent	Mueller, Jason – Director of Facilities	Present
Eickhoff, Sean - Member	Present	Steuber, Rob – Const Project Manager	Present
Mittler, Chuck - Honorary	-	Hazelton, Mike – Assist Principal	Present
Myers, Steve - Member	Present		
Piazza Chris - Member	Present		
Wiley, Tristen - Member	Present		
Wilhite, Darren - Member	Present		
Vacancy			

\*5 of 9 BAC **members** must be present for a quorum to hold a meeting. With vacancy, 4 of 8 members must be present for quorum to hold a meeting.

#### 1. Call to Order

Sean Eickhoff called the meeting to order at 5:32pm. Meeting held virtual due to logistics and members not able to attend in person due to COVID quarantine.

#### 2. Adoption of Meeting Agenda

Motion made by Steve Myers, seconded by Mark Arens to adopt the meeting agenda as presented. Motion passed by unanimous voice vote.

#### 3. Public Comments to the Advisory Committee by guests

No Guests were present.

#### 4. Potential Bond Issue Project List Review - Jason

- a. Jason provided an overview of planned upgrades / replacement areas targeted for funding by the potential bond issue.
- b. Jason explained which items they are not planning on doing due to recent replacement cost.
- c. Jason then gave us a review of the Survey results. Safety, security and Moss Field were leading areas of concern.
- d. Pam would like to get the BAC to finalize the recommendation to the board for their meeting at the end of April.
- e. Bond Schedule
  - i. April 12 – BOE First Presentation

- ii. April 26 – BOE Vote
- iii. August Ballot
- iv. Late 2022 Bond Sales and Funding
- v. Late 2022 Design Efforts/Bid Packages
- vi. 2023 Construction

**5. Consultant/Vendor RFQ /RFP - Rob**

**RFQ being Issued**

Responses to RFQ received today. The RFQs will need to be evaluated. Rob provided an overview of the proposed scoring to be used in evaluating.

Pam, Rob, Jason, Stephen, Tristen and Chris to do the evaluations.

**6. Adjournment**

Motion made by Chris Piazza, seconded by Mark Arens to adjourn. Motion passed.  
Meeting adjourned.

**7. Next Meetings:**

Thursday, April 21, 2022 530-700, Location High School  
Thursday, May XX, 2022 (Date TBD due to BOE conflict)

## Building Advisory Committee

### Meeting Minutes

**Meeting Date: February 17, 2022**

**Meeting Location: Virtual**

### Attendees:

Arens, Mark - Member	Absent	Frazier, Pam, CFO/COO	Present
Cibulka, Jim - Member	Present	Todd, Allen, BOE Rep	Present
Curtis, Randy – Member	Present	Mueller, Jason – Director of Facilities	Present
Eickhoff, Sean - Member	Present	Steuber, Rob – Const Project Manager	Present
Mittler, Chuck - Honorary	-	Hazelton, Mike – Assist Principal	Present
Myers, Steve - Member	Present		
Piazza Chris - Member	Present		
Wiley, Tristen - Member	Present		
Wilhite, Darren - Member	Present		
Vacancy			

\*5 of 9 BAC **members** must be present for a quorum to hold a meeting. With vacancy, 4 of 8 members must be present for quorum to hold a meeting.

#### 1. Call to Order

Sean Eickhoff called the meeting to order at 5:35pm. Meeting held virtual due to inclement weather.

#### 2. Adoption of Meeting Agenda

Motion made by Chris Piazza, seconded by Tristen Wiley to adopt the meeting agenda as presented. Motion passed by unanimous voice vote.

#### 3. Approval Meeting Minutes

Motion made by Jim Cibulka, seconded by Chris Piazza to approve the January 20, 2022 meeting minutes. Motion passed by unanimous voice vote.

#### 4. Public Comments to the Advisory Committee by guests

No Guests were present.

## 5. Old Business

### **Board Policy on Construction Bidding Update - Rob**

Members include Rob Stueber, Mike Hazelton, Steve Myers and Tristan Wiley.

Update provided on progress for inclusion policy. Draft of policy to be presented to BAC by May Meeting.

### **High School Auditorium - Jason**

Funding being included in the potential bond package to be considered by the BOE and potentially voted on by public in August 2022.

### **Little Theatre - Pam**

Final elements of package being developed by design team and reviewed by donor. Aspects that can be added after completion are being considered to align project with financial budget.

### **Facility Condition Assessment (FCA) Report - Jason**

Update of FCA database to remove items completed, items added and cost updates progressing. The 2018 FCA organized projects by facility and provided a 5-year timeline starting in 2018. The total estimate is \$91MM+ over a 5-10 year period.

Prioritization of projects based on:

#### **Focus on 4**

Safety & Security  
Accessibility & Inclusion  
Curriculum & Instruction  
Energy Efficiency

### **No-Tax Increase Bond Issue**

No-tax rate increase bond issue documentation being developed to present to the BOE. Jason continues to refine the data and information to be presented to the BOE for consideration.

An "Additional BAC Meeting" to review updated information will be held on March 31, 2022. Information to be presented at April BOE meetings.

## 6. New Business and Reports

### **RFQ being Issued**

A RFQ for design and construction management firms to submit qualifications for potential bond work will be issued. The intent is to build a toolbox of firms that can be tapped over a 3-year period to

prepare bid packages, manage construction, etc. The District is allowed to utilize firms that submit within the 3-year period following the RFP. The intent is to align firms with work and progress through the list of projects, assuming the bond issue moves forward.

The RFQs will need to be evaluated. Pam, Rob, Jason, along with up to 3 BAC members.

**8. Chair’s Report - Sean**

**Membership**

Membership terms were presented to align with the new by-laws. The following table defines the current membership 3-year terms. Member agreed with the presented terms.

Member Count	Member	Academic Year						
		2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
1	Arens, Mark	0-3	1-1	1-2	1-3	2-1	2-2	2-3
2	Cibulka, Jim	0-3	1-1	1-2	1-3	2-1	2-2	2-3
3	Curtis, Randal	1-1	1-2	1-3	2-1	2-2	2-3	
4	Eickhoff, Sean	1-2	1-3	2-1	2-2	2-3		
5	Myers, Stephen	1-2	1-3	2-1	2-2	2-3		
6	Piazza, Christopher	1-1	1-2	1-3	2-1	2-2	2-3	
7	Willhite, Darren	1-2	1-3	2-1	2-2	2-3		
8	Wiley, Tristan	1-1	1-2	1-3	2-1	2-2	2-3	
9	Vacancy	Vacant	1-1	1-2	1-3	2-1	2-2	2-3

**Building Datasheets**

Building Datasheets are on BAC Google Drive. These will need to be updated to reflect the recent bond projects.

**9. Announcements by Members**

None.

**10. Future Business**

- a. WGSD Masterplan Update
- b. Building Datasheets Update

**11. Adjournment**

Motion made by Steve Myers, seconded by Chris Piazza to adjourn. Motion passed.  
Meeting adjourned.

**12. Next Meetings:**

Thursday, March 31, 2022 530-700, Location TBD

Thursday, April 21, 2022 530-700, Location High School

Thursday, May XX, 2022 (Date TBD due to BOE conflict)