

DUBUQUE COMMUNITY SCHOOL DISTRICT  
Facilities/Support Services Committee

BOARD COMMITTEE MINUTES

This form is used by all multimember committees established by the Board of Education. Before any meeting is held, be sure you have met the requirements of Chapter 1037 Laws of the 67<sup>th</sup> G.A., 1978 Session, Official Meetings Open to Public.

- I. Complete the Following Before Starting the Meeting
- A. Date agenda was posted for meeting: October 1, 2021
  - B. Date media were emailed agenda: October 1, 2021
  - C. Media who were emailed an agenda: Telegraph Herald; Des Moines Register; KWWL; KCRG; KGAN; Radio Dubuque; Townsquare Media Group; and Chamber of Commerce.
  - D. Board Committee: **Facilities/Support Services Committee**
  - E. Date and Time of Meeting: October 4, 2021 - 4:00 p.m.
  - F. Place of Meeting: The Forum
  - G. Attach agenda to this form. Verify that a copy of the agenda has been filed with the Secretary of the Board and the Administrator holding the Committee meeting.

If any of the above data does not comply with the open meeting law, do not begin the meeting.

Board Members present: Kate Parks, Nancy Bradley, Tom Barton, Lisa Wittman, Jim Prochaska, and Tami Ryan.  
District representatives present: Stan Rheingans, Kevin Kelleher, Rob Powers, Mark Fassbinder, Mike Cyze, and Ernie Bolibaugh. Also attending via zoom: Abbi Hammann, Lori Anderson, and Coby Culbertson.

Kate Parks called the meeting to order at 4:01 p.m.

Agenda for October 4, 2021

The agenda was approved as submitted.

Review Donation from Cub Scout Pack 55

Mark Fassbinder presented to the committee that the cub scout pack from Kennedy Elementary proposes to donate and plant three trees at Kennedy Elementary. Project cost is estimated \$791.00. Board 10.11.21

Purchase/Professional Service Contracts

Finnin Ford-Passenger Vans – Administration recommends rejecting the bid for the purchase of two passenger vans. Kevin Kelleher asks for the bids to be rejected since the vans will no longer be needed. We will use school busses instead.

Iowa Vocational Rehabilitation Services (Transition Alliance Program) – Professional Service Contract at an estimated cost of \$221832.90 with 50% being reimbursed.

Hogland Bus Company – Purchase of 9 school busses at an estimated cost of \$865,491.00.

Board 10.11.2021

Update on Current District Projects

**Senior High School Additions Renovations Phase 2**

Mark Fassbinder updated the committee on current district projects. In general, the project is roughly 15% complete. Tricon Construction holds biweekly coordination meetings, wherein issues are worked out as they are identified.

Area C Addition:

- Concrete foundations are mostly complete at the performance PE
- Primary steel structure is currently being erected
- Steel long span joists are on site
- There was a small amount of over excavation required at the east addition, which is included in the change order

Area A Addition:

- Concrete foundations are mostly complete
- Masonry is targeted to start within the next month

Area B Addition:

- Structure is largely complete; exterior finishes are forthcoming
- There was a small amount of over excavation required at the northwest addition, included in the change order. The auditorium renovation continues, with scaffolding in the house to allow for removal of the existing ceiling and erection of the catwalks. New steel trusses are being installed, which will allow for the removal of the existing proscenium wall.

Renovations within the existing school are primarily radiating out from the Boiler Room, with piping mains occurring in some hallways, especially in D and E Wings, in preparation for the new mechanical system in all previously unrenovated areas. Project remains on budget and on schedule, with no obvious supply chain issues affecting the overall schedule at this time.

**Change Order #1** is comprised of:

- Credit for eliminating the reroofing over the existing wrestling room, since the area was recently replaced following storm damage
- Add for removal of the former mural
- Credit for changing acoustic ceiling tile material as specified to match phase 1
- Reroofing of a portion of the existing building over the main entry – (previously brought to the board for initial approval to move forward with this additional work)
- Minor over excavation amounts for Areas A and C, per Unit Price in the bid
- Total of change order #1 is \$79,598.34

### **Theatrical Luminaires**

The AIA Agreement, Certificate of Insurance and Bonds were received from Norcostco, the successful bidder for the Theatrical Luminaires and Accessories subproject. All documents appear to be in order. Original signed documents are now with the district. Barring anything unforeseen, the contract can be executed at the October 11<sup>th</sup>, board meeting, and work can commence as appropriate to the auditorium schedule which is to be completed not later than December 29, 2022.

### **Hempstead High School Intercom Replacement**

System is mostly complete. Currently, CEC continues to work through troubleshooting in certain areas. Supply chain issues are delaying delivery of remaining speakers. Design team will meet to discuss cafeteria speakers.

### **Central Kitchen Mechanical System Replacement.**

This is a summer of 2022 construction project and is still in the design phase. Work on drawings and specs will continue with bids scheduled to go out mid to late December. Due to equipment lead times, project may start before the end of the current school year with the completion by fall of 2022.

### **Kennedy Elementary School Playground Improvements**

Project is complete. Change order #1 is comprised of a list of final unit cost quantities for this type of construction contract project. Some were added costs based on final quantities used, while others were credits. With these adds and credits, the final change order was for an add to the project of \$3,173.38. This is the only project contingency what was used for this project. Total project cost is now \$182,850.78, following the added cost of the change order #1.

Received certificate of project completion for the engineer stating the project is complete.

Recommend accepting the project and releasing the final payment amount, which, after the added cost of Change Order #1, is \$9,142.55.

### **Hempstead High School Kitchen Freezer Replacement**

Fassbinder met with kitchen staff to further discuss layout with plans to be revised based off the Meeting discussion. Project is on schedule for late December bidding, with construction to start in the summer of 2022.

### Cenergistic Update

Abbi Hammann reported that summer is the biggest opportunity for cost savings. She shared two handouts with the committee, titled Cost Worksheet and kWh and Usage Reporting. There was a 33.49% reduction in usage from this summer (May-September-2021) compared to the summer usage in the base year (May-September - 2019). The cost worksheet shows Senior High School's cost per kWh over the last 4 years. The table showed that the increase in demand charges were 9% in the summer and 27% in the winter for the 2020-2021 school year.

Reviewed Project Recaps for Physical Plant and Equipment Levy –Secure Advance Vision for Education Funds  
Kevin Kelleher reviewed the project planning report for fiscal year 2021-2022, PPEL Fund and SAVE Fund.

#### Reviewed Refinancing of 2016 and 2017 Bonds

Kevin Kelleher talked with Tim Oswald about proposed refinancing of 2016 and 2017 bonds. He suggested doing a refinance in January and one later in the spring. There would be a savings of an approximately \$480,000.00 between the two bonds if they are refinanced.

#### Reviewed Supply Chain Issues

Kevin Kelleher spoke of labor shortages and supply chain issues that are causing delays in products. He reminded the committee that some areas of the world are still shut down because of Covid. Kelleher shared a handout that showed the areas in the supply chain that are contributing factors to shortages. The district has been impacted by shortages with computer chips, food products, and paper. Analysts predict these challenges will continue well into 2022.

#### Reviewed Easement Request from Alliant Energy

Mark Fassbinder presented an electric line easement request from Alliant Energy. District representatives met several times with an Alliant representative design team consultant over the past few months to look at the original request for the entire length of the east property line at Hempstead High school. They asked that Alliant identify the edge of the proposed easement as it relates to the existing fence line. The original requested easement was 10' wide. The east property line was surveyed and several stakes were installed to identify the edge of the proposed/revised 6' wide requested easement. Based on this revised requested easement width from the original 10' to the proposed 6', with verbiage of the existing fence line along this property line, Fassbinder reviewed the limitation the district would have for future development and utilities along this area. Mark felt comfortable allowing the 6' wide easement as proposed.

#### Reviewed 2020-2021 Internal Control Policies and Procedures Report

Internal control policies and procedures are reviewed annually by the Facilities/Support Services Committee and the Board of Education. Board 10.11.21

#### Covid Update/Mitigation Strategies-Masks

Superintendent, Stan Rheingans, updated the committee on current district Covid dashboard data. Since the beginning of the school year, we have had 1,488 students notified of a potential exposure. Of these students exposed seven (.47%) tested positive. Of the 327 school districts in Iowa, only 15 schools have a PreK-12 mask mandate. In response to families who have difficult accessing Covid tests, Rheingans stated that the district received approval on October 1<sup>st</sup>, to give out the Test Iowa Take Home Kits at every school as needed. All members of the board discussed masking and asked questions of Superintendent Rheingans.

The next meeting was scheduled for November 1, 2021.

The meeting adjourned at 5:55 p.m.

Carolyn Mauss, Secretary  
Board of Education