

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 67th G.A., 1978 Session, Official Meetings Open to Public.

- I. Complete the Following Before Starting the Meeting
- A. Date agenda was posted for meeting: December 2, 2021
 - B. Date media were emailed agenda: December 2, 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: December 6, 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, Katie Jones, Lisa Wittman, Jim Prochaska, and Tami Ryan.
District representatives present: Rick Till, Kevin Kelleher, Rob Powers, Mark Fassbinder, Mike Cyze, Joe Maloney, Amy Hawkins, Lisa Tebockhorst.

Kate Parks called the meeting to order at 4:00 p.m.

Agenda for December 6, 2021

The agenda was approved as submitted.

Review Donation from Class of 1971 to Hempstead High School

Mark Fassbinder presented to the committee that the Class of 1971 from Hempstead High School proposes to donate a sitting bench. There is no cost associated with this donation. Board 12.13.21

Comprehensive Annual Financial Report

Mike Kircher, Kircher & Associates, gave his annual report regarding the district's audit. In their opinion, the financial statements were presented fairly, in all material respects, the respective financial position of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information as of June 30, 2021, and the respective changes in financial position and, where applicable, cash flows thereof for the year ended in accordance with US generally accepted accounting principles. In short, he gave an unmodified (clean) opinion (no substantial findings). Mr. Kelleher thanked Rick Till and Sarah Pfab for their hard work in preparing this document. Board 12.13.21

Purchase/Professional Service Contracts

Apple Store for Education—Purchase of 400 Apple iPad tablets and protective cases for elementary schools at an estimated cost of \$131,580.00. Funding source are ESSER dollars.

Hewlett-Packard—Purchase HP ProBook x360 G5 Notebooks, professional services and carrying cases for 6th and 9th grade students at an estimated cost of \$621,891.00. Awarding as HP as sole source provider.

Board 12.13.2021

Update on Current District Projects

Senior High School Additions Renovations Phase 2

Ken Johnson, from Straka Johnson, updated the committee on the Senior High School Project.

- The project is roughly 22% complete. Tricon Construction holds biweekly coordination meetings, where issues are worked out as they are identified. Straka Johnson meets regularly with Buildings and Grounds to ensure compliance with schedule, budget and to address any concerns. Roofing throughout the project is based on 30-year warranty systems (heavier membrane and special detailing, as required by the roofing manufacturer). The project remains on schedule and on budget. Johnson said that Tricon should be commended for their efforts including pre-ordering and proactive procurement, which are keeping the project on schedule (with relatively few supply chain concerns to date). Timeline is on track to be completed in August of 2024.

Area C Addition (Performance PE and Wrestling Room):

- Structure and masonry backup are complete. Roofing is pending (weather-dependent); structure will be dried in for winter work.

Area B Addition:

- Fully enclosed and dried in, in preparation for work through the winter.

Area A Addition:

- Masonry backup is complete; preparing to be dried in for the winter.

The auditorium renovation continues, with erection of the catwalks ongoing. The volume of the space is full of scaffolding to allow the high work to be completed (catwalks, mechanical, electrical, structural/architectural), after which the floor level work will commence. The former proscenium has been eliminated to Stage level. Renovations in the existing building are ongoing – primarily piping and ductwork, especially in Area B, D and E.

Hempstead High School Intercom Replacement

Nick Rettenberger, from Origin Design, updated the committee on the Hempstead Intercom Replacement Project. CEC continues to be on site to work through some troubleshooting issues in certain areas of the school. Reviewed Change Order number three which adds to the contract sum of \$5,713.86. This change order includes work in A-Wing, D-wing, bathrooms, and cafeteria. They are replacing speakers based on ceiling types, adding digital controller and microphone input plate. Final documents to follow once cafeteria work has been approved and completed.

Central Kitchen Mechanical System Replacement

Work on drawings and specs for the project are ramping up. Schedule has been finalized after meeting with Buildings and grounds. Final schedule is as follows:

- Board approval of project at the January 10, 2022, board meeting.
- Drawings available to contractors on January 11, 2022.
- Bids due on February 1, 2022.
- Construction to start on June 7, 2022.
- Project to be substantially complete on August 12, 2022.

Most work in the kitchen to be complete over the summer, with the exception of the mechanical unit installation.

To limit disruption to kitchen activities, additional coordination will be required with kitchen staff once mechanical unit arrives on site. In order to pick up a month in the schedule and allow the contractor to start shop drawings sooner and also, to get the unit here sooner, we are proposing to have the Public Hearing at the end of the February 7th Facilities Committee meeting, with the hopes that the board will sign the contract at the February 14th board meeting.

Hoover Elementary School Boiler Replacement

Mark Fassbinder reviewed the proposed plans, specifications, form of contract, and estimated cost of the boiler system. Bids will be due on Thursday, January 13th and will go to the facilities meeting in February for review. Replacement will begin in June of 2022.

Hempstead High School Kitchen Freezer Replacement

Mark Fassbinder updated the committee on the project. Plans and specs will be coming to the January Facility meeting. The public hearing will be at the end of the February 7th Facilities Committee Meeting to gain some time for ordering. Supply-chain issues have been a challenge. The budget has been increased to allow for a new fire sprinkler system.

Roosevelt Roof Repair

The Roosevelt roof was leaking and needed to be repaired immediately to save the flooring. The roof is sixteen years old and had a fifteen-year warranty. An emergency repair needed to be made. The repair has a 20-year warranty. We will have to look into the cost of replacing the rest of the roof in the coming years.

Cenergistic Update

Mark Fassbinder gave the Cenergistic update. A flyer was sent out to all the buildings with energy-saving reminders for over the break in November. Jessie Coulter is in the district to complete the energy audits.

Heart Rate Sensors Donation

Joe Maloney requested that fifty used heart-rate straps from the PE program be donated to Loras College. The committee agreed that the heart-rate straps could be donated, and any others can be offered for donation to other programs.

Discussion of financial Targets for 2020-2021 and projections for the 2021-2022 School Year

Kevin Kelleher discussed the financial targets for the 2020-2021 school year and the financial target Projections for the 2021-2022 school year. Because of the supplanting that took place with the ESSER funds, we are in good shape financially as a district. The ESSER funds will run out in the 2022-2023 school year so, we have time to plan how to manage without those funds in the future.

Discussion of Superintendent Search

The committee discussed how they plan on searching for the next superintendent to take over for Superintendent Rheingans who will be leaving the district on June 30th. It was decided that the board will do the search with help from district staff. The committee wants a posting to go up next week with the goal to have a contract by the end of February.

The next meeting was scheduled for January 3, 2021.

The meeting adjourned 5:43p.m.

Carolyn Mauss, Secretary
Board of Education