



Austin Independent School District
COMMUNITY BOND OVERSIGHT COMMITTEE
February 23, 2016 6:00 P.M.
Carruth Administration Center, Board Auditorium
1111 West 6th Street, Austin, Texas

MEETING SUMMARY

ATTENDANCE

COMMITTEE MEMBERS:

Denotes Tri-Chair: Willis Adams, Sara Atkins, Jennifer Carson, Nan Clayton, Matt Teo Gonzales, Monica Guzman, Lawrence Huang, Stan Strickland, Andrea Stover, Dale Sump, Peck Young

VISITORS: Bobbie Garza-Hernandez, Jessica Castilleja (Workers Defense Project)

STAFF: Nicole Conley, Robert Hengst, Paul Turner, Uly Flores, Chaneel Daniels

CALL TO ORDER – 6:14 PM

1. APPROVAL OF MINUTES

The January 26, 2016 meeting minutes were approved.

2. CITIZENS COMMUNICATIONS

Jessica Castilleja, representing the Workers Defense Project, urged the committee to ensure that OSHA 10/30 safety training is required for construction works and superintendents on AISD construction projects. Ms. Castilleja stated that several entities provide OSHA 10/30 training and that AISD should encourage the use of high quality courses that award certificates upon completion.

3. NEW BUSINESS – BOND PROGRAMS REPORT

A. OSHA 10/30 Implementation

CBOC member Matt Gonzales urged the committee to recommend that AISD require OSHA 10/30 training for workers on AISD projects and made the following points:

- Workers must receive 10 hours of training once and are certified for life.
- Managers/superintendents must receive 30 hours of training every two years.

The CBOC reached consensus that AISD require OSHA 10/30 training, as recommended by Executive Director of Construction Management, Robert Hengst.

B. CBOC Development

- i. Board Report

CBOC Tri-Chair Dale Sump asked committee members to review the draft CBOC Board Report included in the meeting materials and forward their comments to Chaneel Daniels, Assistant Director for Bond Planning and Project Administration. He noted that the report would be presented to the Board of Trustees on March 21, 2016.

ii. Survey Update

Chaneel Daniels informed the committee that the CBOC survey would be conducted in April and would follow the same format used for previous CBOC surveys and the Construction Management Department would consider conducting a separate customer service survey in the future.

iii. Future CBOC Development Topics

CBOC Tri-Chair Dale Sump asked committee members to provide topics they would like to discuss in the future to the tri-chairs and/or staff. A member asked that a list/budget of bond funded projects and staff be presented to the CBOC in the future.

C. Bond Status and Project Updates

i. Selection Matrices

Robert Hengst asked committee members to let him know if they would be interested in serving on a work group to review selection criteria for bond projects (except HUB criteria which would be approved by the AISD Board of Trustees). The work group would include members of the construction community and the first meeting would be scheduled in March.

A member suggested that the work group analyze the impact of the past selection matrices. Mr. Hengst indicated such an analysis and it would be shown what results a different matrix would have yielded using 2015 data. Nicole Conley, AISD Chief Financial Officer, recommended that the districts Research and Accountability Office be asked to assist. Another member suggested that if resources were an issue, a sample could be analyzed.

ii. Status/Use of Contingency Funds

Uly Flores, Assistant Director of Construction Management, stated that the amount of \$1,596,046 of contingency in the 2008 Bond Program remains undesignated. Mr. Flores indicated that the projected cumulative impact of the 2013 Bond Program Phase-I and Phase-II Projects was the net addition of \$3,474,109 and \$1,946,511 respectively to program-level contingency.

Members asked that a column be added to the contingency report to clearly show these amounts and the impact on the contingency funds. Members also requested that the pie chart no longer be included in the contingency report. Mr. Hengst explained that the new budget currently being developed would be more transparent.

Mr. Hengst indicated that Uly Flores was leaving AISD and this was the last CBOC meeting he would attend. The CBOC thanked Mr. Flores for his hard work and dedication to AISD and wished him success in his future endeavors.

iii. Unfunded Project Request

Robert Hengst explained that critical HVAC improvements were needed at Travis High School to address safety issues. Members asked if other schools had the same problems. Nicole Conley explained that the most critical need was at this school. Mr. Hengst noted that a Board agenda

item to change the construction delivery method from construction manager at-risk to competitive sealed proposal would include these critical HVAC improvements and was scheduled for Board action on February 29.

Members voted unanimously to recommend that the Board take action to approve the inclusion of critical HVAC improvements as part of the bond project at Travis High School.

iv. Status of Individual Projects

Robert Hengst informed the committee that a new database and project reports are being developed that will provide clearer more transparent information to the committee and the public. Members were enthusiastic to see the new reports when they are available.

Committee Tri-Chair Dale Sump asked members to consider inviting the AISD project managers back to the CBOC meetings. He explained, for the benefit of newer members, that in the past the CBOC would meet in break-out sessions to discuss projects in greater depth with the project managers. The committee formed three groups to review projects in north, central and south Austin. Project managers often provided photographs of the school construction sites at the break-out sessions. The break-out sessions allowed members to have in-depth discussions on project time, quality and cost.

Other members agreed that the break-out sessions were effective and helped all members to fully understand the projects. Members got to know the project managers and followed up on their concerns by meeting project managers at schools. Members expressed concern about being assigned to one geographic area, some stated that their concerns encompassed the entire district. Other members explained that in the past members could participate in any group and were not bound to a particular group based on the Trustee district he or she represented.

Members expressed concern about the length of the meeting. Nicole Conley indicated that informational items will be provided in the meeting materials for the committee's review instead of being placed on the meeting agenda to make efficient use of committee members' time. Dale Sump, committee Tri-Chair, recommended that items requiring a vote be placed near the beginning of the agenda.

Members supported the idea of holding break-out sessions with the project managers at the CBOC meetings.

D. Bond Project Agenda Review Subcommittee Update

Matt Gonzales, Chair of the CBOC's Bond Project Agenda Review Subcommittee invited CBOC members to participate in the subcommittee meetings and provided an update. On February 16, 2016, the Bond Project Agenda Review Subcommittee of the Community Bond Oversight Committee (CBOC), along with other attending members of the CBOC, met to perform its review of agenda items scheduled for Board action at the Regular Board meeting. The subcommittee reviewed the process and supporting data for the projects listed below and recommended that the Board take action on the item as presented:

- Selection of Contractor and Award of Contract for HVAC Renovations at Langford Elementary School
- Selection of Contractor and Award of Contract for Renovations at O.Henry Middle School
- Selection of Contractor and Award of Contract for HVAC and Plumbing Renovations at Travis Heights Elementary School
- Approval of Final Guaranteed Maximum Price for HVAC, Electrical and Plumbing Renovations at Pease Elementary School
- Approval of Final Guaranteed Maximum Price Amendment One for Addition and Renovations at Casis Elementary School

- Approval of the Use of Competitive Sealed Proposal (CSP) Construction Delivery Method in lieu of Construction Manager at-Risk (CMR) for Renovations at Travis High School

E. HUB Subcommittee Update

Peck Young, Chair of the CBOC's Historically Underutilized Business (HUB) Subcommittee reported that members of the AISD Board of Trustees and four CBOC members attended the CBOC Disparity Study Retreat on Saturday, February 20, 2016. Participants received an in-depth presentation on the Disparity Study from Dr. Jon Wainwright who completed the study. Participants received answers to their questions from technical and legal experts. Mr. Young stated that the CBOC will assist AISD as it develops its HUB program and informed members that the adoption of a resolution to accept the AISD Disparity Study was on the agenda for the Board's action at the February 29, 2016 Regular Board Meeting.

Members asked what it would mean for AISD if the Board were to adopt the resolution. Nicole Conley explained that Trustees had been provided with an estimated budget of \$650,000 to staff a formal HUB program for the bond program only (which includes start-up costs) and \$1,000,000 to implement a district-wide HUB program (including the bond program). Ms. Conley recommended a phased approach and indicated that refined costs will not be known until the Board reviews a formal policy in April and a formal program is developed with costs in May. The bond-funded HUB program only would be implemented in September.

Peck Young indicated the CBOC HUB Subcommittee intends to fully discuss the funding. A member recommended that he watched the video of the Disparity Study retreat which was educational and encouraged other members to watch the video. A member stated it would be better to begin the formal HUB program for the bond program and then expand district-wide.

Bobbie Garza-Hernandez, a member of the AISD HUB consultant team for the bond program, indicated that the community wants AISD to spend its funds locally and that all segments of the community should have the opportunity to compete for district projects. She indicated that certification is the only legal way to define HUBs. Chaneel Daniels stated that this is the main reason the district has a HUB program and indicated that staff will work with the CBOC HUB subcommittee at its next meeting in March to refine the HUB report format. A new reporting format will be presented at the March CBOC meeting.

Robert Hengst indicated that AISD staff and HUB consultant would work to develop policies and procedures in conjunction with legal counsel and conduct community engagement meetings and coordinate with the City of Austin. Mr. Hengst also informed the committee that he continues to meet with members of the minority contracting community and HUB firms. He emphasized his commitment to expanding opportunities for HUB firms to participate in AISD bond programs.

4. FUTURE AGENDA ITEMS

- Break Out Session with Project Managers

ADJOURN – 8:22 PM