

Meeting Minutes | July 29th, 2020



Portland Public Schools Bond Accountability Committee Virtual Meeting due to COVID 19 restrictions

PORTLAND PUBLIC SCHOOLS
Office of School Modernization
501 North Dixon Street • Portland, OR 97227

Members present: Kevin Spellman, Beth Woodward, Cheryl Twete, Dick Steinbrugge, Greg DiLoreto, Karen Weylandt, Norm Dowty, Tenzin Gonta, Tom Peterson

Board members present: Andrew Scott, Rita Moore

Invited Virtual Guests: Marina Cresswell, Brian Oylear, Bryce Gardner, Chris Boyce, Damon Roche, Darren Lee, Darwin Dittmar, Dan Jung, Derek Henderson, Erik Gerding, Glenn Bryant, Heidi Bertman, Jamie Hurd, Jen Sohm, Jessie Steiger, John Burnham, Mark Kline, Mike Williams, Rolando Aquilizan, Robert Jole, Scott Perala, Shelley Bonaduce, Stephen Effros, Steve Varblow, Steven Simonson, Terry Proctor, Theresa Fagin, Tracy Pinder

Next meeting: October 28th, 2020

I. Welcome & Introductions

Kevin Spellman calls meeting to order at 5:30pm. (*Note: this meeting was conducted virtually due to COVID 19 restrictions*).

II. Public Comment

- Public Comment was requested to be submitted in written format due to COVID 19 restrictions. No known emails came in for public comment. OSM will re-review the public comment email account to determine if any were missed before the meeting.

III. Balanced Scorecards

Balanced Scorecard: Overall

- OSM notes that the Roosevelt and Franklin modernization projects have been removed from the Balanced Scorecards, per BAC suggestion now that they are complete. OSM has added Roosevelt Phase IV and Grant Upper Field Improvements in their place.
- OSM provides a general program overview of the Overall Scorecard.

Balanced Scorecard: Budget; Budget Updates

- Budget Scorecard:
 - OSM notes that OSM is tracking a small concern with budget at Benson due to contingency levels not being at preferred amounts. Benson has gone through extensive value engineering effort and reduced costs significantly. Value engineering is continuing

and there are additional VE items being reviewed that may help to reduce base cost and increase contingency amounts.

- Staff provided an overview of the Project Management Cost Report. Some highlights include:
 - The bulk of the FHS budget savings have been transferred to the 2012 Program Contingency.
 - A correction to the RHS project estimate at completion was made, as noted at the last BAC meeting (roughly a \$200,000 change).
 - Overall the 2012 project financials are substantially similar to the last meeting.
 - There have been no changes to the Benson forecast. The project continues to forecast the authorized budget amount of \$357 million.
 - All other projects are forecasting on budget.
 - A significant amount of new health & safety projects have been added.
- Staff provided an update on the 2012 Program Costs Summary:
 - The PBOT IGA continues to be forecasted at \$4 million, per the current agreement. The agreement should be finalized soon.
 - The OCIP 1 audit has been completed and the updated forecast is included in the documents.
 - Staff provided an overview of the potential costs that could be covered by the program contingency.
- Staff provided an update on the 2017 Program Costs Summary:
 - OCIP costs have increased to reflect current data.
 - The bond management line item has been updated. Staff has moved funds for the DayCPM contract from the water project to the bond management line. This item was discussed at previous BAC meetings.
 - The future interest earnings have been updated. The COVID pandemic has had a significant impact on the bond market, and has caused a change in the future interest earnings. The estimate has been reduced from approximately \$21 million to \$12 million.
 - PPS' Finance department made a change to investment reporting to begin reporting "mark to market." The change in reporting has reduced the reported earned interest to date by approximately \$3.4 million (reflected in the 2017 Program Costs Summary). Now that numbers have been aligned, no additional changes are anticipated to occur due to future mark to market reporting. Staff noted that, while OSM and Finance customarily reconcile expenses between the project management software system (eBuilder) and the District's financial system of record (PeopleSoft), staff will also reconcile funding between the two systems going forward.
- Staff provided an update on the Health & Safety Funding Allocation:
 - Several new projects have been added. Some have been created but did not yet have budgets set up at the time of reporting; these will show \$0 but will be populated with budget for the next meeting.
 - The bulk of unallocated funds are in Asbestos, Lead Paint and Water Quality. These programs are ongoing with additional projects being developed.

OSM/BAC Discussion:

The BAC asks where the bond funds are invested. Staff explains that some of the bond funds are in the Local Government Investment Pool but this has a cap of \$50 million. The funds are diversified. Finding investment locations is a challenge in this market. The current projection of \$12 million in future interest earnings for the 2017 Bond is a conservative estimate.

The BAC comments that the financial documents (and other reporting documents) may need to be updated to account for the size and complexity of the current bond program and in anticipation of a potential additional bond. The BAC and OSM are aligned in working to update the reporting documentation in upcoming months.

Balanced Scorecard: Equity

- OSM notes a decrease in the cumulative percentage of certified contracts since last quarter's report. This is in large part due to the challenges the MHS project has had with procuring certified firms (the MHS team will be presenting additional information later in the meeting).
- OSM identifies that the apprenticeship target for LHS has dropped to approximately 18%. Multiple projects are having challenges with obtaining apprentices and this appears to be tied to the COVID pandemic.
- OSM notes that the student participation numbers have been updated and presents more detailed information on student engagement as part of an annual update. The COVID pandemic has significantly reduced career learning opportunities, including cancellation of the NW Youth Expo in March and the shift to online learning only in late March. OSM has also specifically limited the number of individuals on OSM construction sites and in-person interactions. Staff is looking at more virtual student engagement opportunities.

OSM/BAC Discussion:

The BAC asks how the overall equity score is calculated and whether the weighting of the categories should be reviewed. Staff responds that the overall score is a mathematical equation and all categories are weight equally. This could be reviewed as part of the overall reporting documentation review.

The BAC asks why the consultant numbers for LHS and BPHS are below the goal, and whether the firms' original proposals showed higher numbers. Staff notes that projects that have non-certified prime firms have a larger challenge at hitting the goal, given the breakdown of services in a contract. OSM can look back at the two proposals to ensure they are taking the actions they promised for certified representation.

Balanced Scorecard: Schedule

- OSM provides a schedule overview.
- OSM notes that all projects are forecasted to complete on schedule, with the exception of 3 partial roofing projects. Staff is taking advantage of the COVID-related school closure to have these projects completed before students return.
- OSM states that staff has updated the schedule reporting structure to highlight changes from the previous BAC meeting.

OSM/BAC Discussion:

In discussion with the BAC, OSM confirmed that the schedules of the modernizations have not changed, but the changes noted by the BAC prior to the meeting were all explained by the change in

formatting of the schedules. As noted above, OSM will work with the scheduler to ensure a more consistent format going forward.

IV. Program Update

- OSM provides a program update, including an update that the FHS alternative procurement post-completion analysis is in progress, and the RHS analysis will be started after the CM/GC contract is financially closed.
- OSM notes that the department will be recruiting to add a Senior Manager of Business Operations to oversee Operations staff.
- OSM notifies the BAC that the increase in positive COVID cases in the community is being reflected in an increase in positive cases on OSM jobsites.

OSM/BAC Discussion:

The BAC asks if it would be possible for the audit tracker to link to the actual audit reports. Staff responds that all audits are posted to the PPS website but additional updates to the tracker could be helpful.

The BAC comments that it would be good to schedule time for the BAC Audit Subcommittee to meet with the contract auditor to review recent construction contract audits and to meet with the performance auditor to review next year's audit work plan.

V. Project Updates

ROOSEVELT WINDOW REHABILITATION

- Accomplishments:
 - **Construction:**
 - NTP issued mid May 2020.
 - Mock-up completed.
 - Sash removed from 178 windows, currently being rehabilitated.
 - Sash at 44 windows have been re-installed at south elevation. Currently re-installing sash at 37 windows at east elevation'
- Next Steps:
 - **SHPO:** Ongoing effort to closeout RHS Modernization MOA and negotiate amendment for Window Rehabilitation project.
 - **Construction:** May 2020 – November 2020.
 - Complete install of rehabilitated sash at east elevation.
 - Complete install of rehabilitated sash at west elevation and courtyard elevations.
 - Complete rehabilitation at window frames of all windows.
- Challenges and Opportunities:
 - **Opportunities:** Construction work is on pace to be complete early by August 21, 2020.
 - **Recognition:** Contractor has done a good job with their workflow operations of performing sash rehabilitation offsite then returning for re-install.
- Safety Updates: None (construction has not started yet).

- **Man Hours to Date:** 759
- **Reportable Accidents to Date:** 0
- **OSHA Recordable Incidents:** 0
- **Incident Rate:** 0.00

OSM/BAC Discussion:

OSM notes that the project is ahead of schedule and anticipates completing prior to September.

ROOSEVELT PHASE IV

- Accomplishments:
 - **TI Scope:** Building permit approved and issued. Limited scope of work established for Summer 2020.
 - **Addition Scope:** Design phases completed. Permit documents completed. Preliminary permit submittal/intake/review in process with the City.
 - **Addition – Construction:** Bid documents in final review to be issued with RFP.
 - **Total Project:** Master project schedule established.
- Next Steps:
 - **Addition – Building Permit process:** Continue working with Design team and CoP/BDS to acquire building permit ASAP. Anticipated review and permit issuance – late September to early October 2020
 - **Addition - Construction Procurement:** RFP process for contractors with P&C in progress. Issuance by end of July. Construction scheduled start, October 2021.
 - **Steering Committee:** Preparing for first Steering Committee meeting.
- Challenges and Opportunities:
 - **Opportunities:** Extra stock materials and some equipment stored in RHS basement will help to minimize and align budget.
 - **Opportunities:** Spurred on creativity to potentially repurpose unused or minimally used existing technology equipment in the building. This may also help as a lessons learned opportunity to efficiently design and equip future projects.
 - **Challenges:** Tight budget for scope of work the stakeholders may require or desire to have. Looking for ways to align budget while still addressing “wants.”
- Safety Updates: None (construction has not started yet).

GRANT HS MODERNIZATION: CLOSE-OUT

- Close Out Activities:
 - Minor contractor activity onsite to address warranty and punchlist items (1 punchlist item remains).
 - Staff are negotiating final project change orders and GMPCA’s.
 - 13 remaining GMPCA’s
 - Meetings with CMGC project leadership are ongoing.
 - Final GC cost change is complete.
 - Discussions ongoing for final GR amount.
 - 3 open close-out submittals in processes.
 - PPS construction auditor waiting for resolution on GR to finalize audit.

- Project remains on budget, per risk assessment of outstanding issues.
- Project team is meeting regularly with PPS operations and IT departments to resolve closeout and turnover issues
- F/U Projects:
 - Confirmed projects:
 - Gym lighting levels (bids received and contract is being awarded.)
 - Interior batting cages installation has started.
 - Improved ventilation for kiln room
 - Improved cooling for computer room
 - Band room instrument storage
- Challenges:
 - Full resolution of GR amount.

OSM/BAC Discussion:

The BAC notes that it has taken a long time to negotiate the final GRs and wants to know what lessons have been learned. OSM notes that the Benson project has incorporated contract language to avoid these late negotiations. The BAC requests a lessons learned report from the GHS project.

HEALTH AND SAFETY: Roofs

- Accomplishments:
 - **2020 Roofs** permits approved and under construction:
 - Chapman re-roof (Chapman – Re-Roof – 4671)
 - Harrison Park (Harrison Park – Partial Re-Roof – 5321)
 - Kelly (Kelly Partial – Partial Re-Roof – 5319)
 - Mt Tabor (Mt Tabor – Partial Re-Roof – 5320)
 - Ockley Green (Ockley Green – Partial Re-Roof 5322)
 - Woodlawn (Woodlawn – Partial Re-Roof 5323)
 - **2021 Roofs/Seismic**
 - SRGP grant awarded to the district for Lent
- Next Steps:
 - **2020 Roofs:** Projects to be completed in a timely manner to allow for staff return in September.
 - **Phase 2 Construction of 2019 Projects:** Hayhurst Seismic Retrofit Phase-2 (5028)
 - **Jackson Roofing Phase 2 (5030):** Bid out abatement as separate scope for 2021
 - **2021 Projects:**
 - Confirm sites for 2021 projects and issue RFQs for A/E services.
 - Issue RFQ for A/E services for Lent SRGP project
- Challenges:
 - Some Covid-19 related impacts are affecting the roofing projects with extended lead times for some materials/equipment.
 - Potential risk that Covid-19 outbreak among contractor personnel or new state shutdown could halt projects.
 - Harrison Park, Ockley Green, and Woodlawn were delayed in starting construction due to delays in contracting.
- Opportunities:

- Hayhurst and Chapman projects have taken advantage of starting construction early, lessening impact on fall activities.
- The district received notice that the state has awarded an SRGP grant for a full seismic upgrade for Lent K-8.
- Early planning for summer 2021 roof replacements (as funding allows) has started.

OSM/BAC Discussion:

The BAC asks about the scope of the seismic at Lent. OSM responds that PPS received an SRGP grant to complete a full seismic retrofit at Lent.

HEALTH AND SAFETY: ADA

- Accomplishments:
 - **80% Complete:**
 - Elevator at Rigler (5029)
 - Door hardware and railings at Jackson (5030)
 - **ADA Improvements under construction:**
 - Restrooms and hand railings- Harrison Park (5321), Ockley Green (5322), Woodlawn (5323)
 - Restrooms, ramps and entrance improvements – Kelly (5319), Mt Tabor (5320)
- Next Steps:
 - **Potential 2021 Projects:** Assess remaining funding and potential needs at 2021 sites for ADA improvements
- Challenges and Opportunities:
 - **Challenges:**
 - Rigler elevator work is ongoing but faces delays due to manufacturer delays from Covid-19.
 - **Opportunities:**
 - Remaining funds left for ADA may allow additional upgrades at future sites in 2021.

HEALTH AND SAFETY: Fire Alarm/Fire Sprinkler

- Accomplishments:
 - **Under Construction (2020)**
 - Fire Alarm Group 1 North 5211: Beaumont (5% complete); Beverly Cleary Fernwood (75%); Forest Park (5%); Meek (20%); Sabin (10%)
 - Fire Alarm Group 2 North 5212: Astor (97%); Kenton (97%); Laurelhurst (0%); MLC (15%); Vernon (50%)
 - Fire Alarm Group 3 South 5213: Atkinson (97%); Grout (40%); Robert Gray (10%); Stephenson (10%)
 - Fire Alarm Group 4 South 5214: Harrison Park (50%); Lent (15%); Markham (10%); Richmond (10%)
 - Rigler Fire Sprinkler Install 5029 (40%)
- Next Steps:
 - Complete and closeout all open construction projects.
 - Reconcile all project costs and release any contingencies upon completion.

- Challenges:
 - Contractor and tradespeople availability for volume of work in fire alarm projects. Competition with security projects and fire alarm projects.
 - Due to the COVID pandemic, review of drawings by the Fire Marshall has been impacted considerably.
 - Material delays due to manufacturer slowdowns from Covid-19 are affecting Group 3 schools and Group 4 schools.

OSM/BAC Discussion:

OSM notes that projects are on schedule to meet the Fire Marshall IGA.

HEALTH AND SAFETY: Asbestos

- Accomplishments:
 - **2020 Asbestos Bond Projects:**
 - Beaumont (Phase-2) – Main Work Completed
 - Chapman (Phase-2) – Main Work Completed
 - Capitol Hill (Phase-2) – Floor Install in Progress
 - Hosford – Floor Install in Progress
 - Lane – Not Started
 - Rigler – All Work In Progress
 - Stephenson – Main Work Completed (FAM Support)
 - Vernon – Main Work Completed
 - Woodstock – Floor Install in Progress
 - Vestal – All Work In Progress
 - Supporting FAM project for steam trap repairs at Robert Gray (Gray – Steam Trap Repairs – 5257 – FY20)
- Next Steps:
 - **2020 Asbestos Bond Projects:**
 - Lane – Starting soon
 - All others – To be completed
- Challenges:
 - Project complexity with other construction scope
 - Ability to perform work in sites already closed by other Bond work
- Opportunities:
 - Coordinating with other projects for efficiency

HEALTH AND SAFETY: Lead Paint

- Accomplishments:
 - **Phase 2 and Phase 3:** (Pre-K – 2nd Grade Exterior and additional Interior locations in buildings with Pre-K – 2nd Grade programs) underway:
 - Interior and Exterior work part of Phase 2 & 3 now happening simultaneously as exterior work is dependent on weather. 11 interior and 6 exterior sites completed.
 - **Documentation:** Verdant Database Lead Paint Module purchased for tracking all lead paint work. Implementation and training taking place in July.

- **In-House paint crew:** Training, equipment purchases, and collaboration with PPS Maintenance allowing paint crew to expand range of exterior work.
- **Lead Paint IDIQ Solicitation:** Intent to Award letters being issued to four contractors.
- Next Steps:
 - **Phase 2 & 3 Work** (Pre-K – 2nd Grade Exterior and additional Interior locations in buildings with Pre-K – 2nd Grade programs):
 - Total of 54 Sites
 - **Staffing**
 - Additional safety training for paint crew
 - **Lead Paint IDIQ Solicitation:**
 - Contract recommendations to the School Board delayed to August 2020
- Challenges:
 - COVID-19 has affected work procedures and site access, causing some challenges.
 - Furlough has reduced work hours by in-house crew.
 - Additional safety training on hold due to COVID-19 and need for social distancing.
- Opportunities:
 - Once IDIQ painting contracts in place, look to roll out first work packages to accelerate project completion timeline.

HEALTH AND SAFETY: Water Quality

- Accomplishments:
 - **School by school detailed engineering plans**
 - Completed design on 25-school sites.
 - Successful bids received on 20-school sites.
 - Additional 20-school sites in the design process.
 - **Construction:**
 - Construction started July 2020 and continuing through Fall 2021, with 5 additional sites starting every 3 to 4 weeks.
- Next Steps:
 - **Design Surveys:**
 - Detailed school site engineering surveys and Principal interviews for remaining Groups continue.
 - **Design:**
 - Construction Drawings and bid packages of 5 sites to be released approximately every 3-weeks until all sites are addressed (Mid 2021).
 - **Completion:**
 - All major construction and testing forecasted to be complete by the end of 2021.
- Challenges:
 - Water Quality Program will require work, during the school year, through late 2021 to complete work in all buildings
 - Pilot program data collection cannot conclude until students return to the schools (and use fixtures).
 - Temporary water will need to be reintroduced into the schools prior to construction and until drinking fixtures are tested.
- Opportunities:
 - Opportunity to give contractors more access to schools as they are mostly empty this summer.

HEALTH AND SAFETY: Security Upgrades

- Accomplishments:
 - Security Upgrades Group 1: 26 schools under Design/Build contract
 - 1 School *Designed and Awaiting Construction*
 - 3 Schools *In Construction or Commissioning*
 - 22 Schools *Turned Over / Punch list*
 - Security Upgrades Group 2: 31 schools under Design/Build contract
 - 1 School *Designed and Awaiting Construction*
 - 2 Schools *In Construction or Commissioning*
 - 28 Schools *Turned Over / Punch list*
 - Security Upgrades Group 3: 30 schools
 - 24 Schools *Designed and Awaiting Construction*
 - 5 Schools *In Construction or Commissioning*
 - 1 School *Turned Over / Punch list*
- Next Steps:
 - Security Upgrades Groups:
 - Groups 1, 2: Punchlist and Closeout
 - Groups 1, 2, 3: Signage is in contracting, start work
 - Group 3: Complete construction/commissioning
 - Fencing: Complete design and move into permitting for sites with supplemental fencing (4 sites)
 - Contractor Staffing:
 - Group 1 and 2 Contractor staffing levels have leveled off as sites have been turned over and workload has decreased.
 - Group 3 Contractor started construction two weeks ago and is using 5 crews. We are monitoring schedule performance as they get underway.
- Challenges:
 - Ongoing flexibility is needed as the District plans continue to evolve with the shifting COVID-19 landscape.

KELLOGG MS REPLACEMENT

- Accomplishments:
 - **Construction:** Roofing, exterior framing/weather barrier/rain screen, and interior building systems and walls are significantly complete on the Gym, Commons & Administrative Wing. The 3-story Learning Suites are well underway on both the exterior and interior.
 - **M/E/P systems:** M/E/P systems are at the same level of completion as the rest of construction, with the rooftop mechanical units having been installed.
 - **Main stair:** The cast-in-place concrete stairway has been completed.
 - **Utility infrastructure:** PGE utility upgrades, including the installation of a new power pole on SE 69th, have been completed.
 - **Off-site work:** Public works scope has begun, including sidewalk and ADA ramp installation.
- Next Steps:
 - **On-site work:** On-site work will begin, including installation of perimeter masonry fencing along the eastern property line.
 - **Off-site work:** Signal upgrades will begin on Powell.

- **Gym paneling:** Finish paneling in the Gym will be completed.
- **Performance stage equipment:** Performance stage equipment will be installed.
- **Gym/stage flooring:** Flooring will be installed at Gym and on Performance stage.
- **Kitchen equipment:** Kitchen equipment will be installed.
- Challenges and Opportunities:
 - **COVID-19 risk management:** Project team coordinating with Bond program to mitigate risks from COVID-19.
 - **Constrained site:** Project team coordinating with GC to minimize impact on neighbors.
 - **Planning principal:** Planning for opening of new school would benefit from selection of KMS planning principal anticipated in July, 2020.
- Safety Update:
 - December Man Hours: 17,245
 - Man Hours to Date: 68,706
 - Reportable Accidents to Date: 2
 - OSHA Recordable Accidents: 0
 - Incident Rate: 0

OSM/BAC Discussion:

The BAC asks if the project is tracking COVID-related costs. Staff note that the current estimate for COVID-related costs for Kellogg is about \$500,000, and this can likely be absorbed by the project contingency.

MADISON HS MODERNIZATION

- Accomplishments:
 - **Construction:**
 - Structural steel topped out
 - Sectors C, D & E have spaces approved for wall close in
 - Gyp board and Ethernet install have started
 - Gym structure is complete except roof deck
- Next Steps:
 - **Construction:**
 - Gym and Commons roof deck
 - Sect. A SOG
 - AHU's end of August
 - Field fencing & irrigation
 - Commons SOG late August
- Challenges:
 - Little schedule float left to absorb new impacts
 - PBOT/ODOT permitting is slow and behind schedule
 - Not enough available iron workers in Portland
 - Need to develop plan for renaming of school (signage/branding)Site logistics are challenged with extra trailers/lifts to achieve social distancing
- Opportunities:
 - Warehousing of materials has helped eliminate supply chain risk due to COVID
 - Subs are cooperative and committed to finishing project on time
- Safety Update:

- Man Hours to Date: 308,800 as of July 20, 2020
- Reportable Accidents to Date: 1
- OSHA Recordable Incidents: 1
- Incident Rate: 0.65

OSM/BAC Discussion:

Fortis Construction provides an update on the project's certified business plan, and workforce training and hiring program efforts. The BAC notes that the presentation is helpful in showing all of the effort Fortis has put towards meeting the goals, and Fortis really did their due diligence. The BAC asks whether PPS believes a possible factor in the lower numbers is due to many public agencies with similar goals competing for the same companies. Staff responds that, anecdotally, it appears that competing with other large capital work was a factor in the low bid turnout.

LINCOLN HS REPLACEMENT

- Accomplishments:
 - **Design:**
 - Construction administration and permit review ongoing
 - Phase 2 design work for Teen Parent Center and Field Storage.
 - **Construction:**
 - Structural excavation completed. Grade beams, pile caps, footings and slab sections are complete. Remaining slab sections to be complete in late August.
 - GMP amendment approved at approx. \$280K under budget.
- Next Steps:
 - **Permits:**
 - Permit 2 review in final round of comments. Permit needed by mid-August.
 - Waiting on final comments for Public Works permit.
 - **Student Engagement:**
 - Construction Management class
 - Art/Artifacts/School Identity/Interior Signage
 - BORA Equity Team/Critical Race Theory and Spatial Design
 - Artist Mural Project with RACC
- Challenges:
 - Relocation of PGE Transmission Duct Bank
 - COVID-19 impact on structural steel procurement
- Opportunities:
 - Possibility to use solid oak decking from Gunderson Rail in lieu of oak veneer paneling at the theater.
- Safety Update:
 - Man Hours to Date: 19,338
 - Reportable Accidents to Date: 0
 - OSHA Recordable Incidents: 0
 - Incident Rate: 0.00
 - Average # of Workers on Site: 34

OSM/BAC Discussion:

The BAC asks about the LHS certified business contractor percentage. Staff responds that LHS was at 13% a few months ago but the project's masonry contractor lost their certification due to company growth, so the project is now at approximately 11%. Staff notes that LHS is in a similar position as MHS and has taken many of the same actions.

BENSON

- Accomplishments:
 - **75% Design Development (DD):**
 - Design Team coordination set milestone
 - **CMGC Early Trade Package** issued by Andersen Const.
 - **Historic Landmarks Commission (HLC) Type III July 13th Historic Resource Review Hearing:** Complete and accepted by all Commissioners. Type II review and submittal for several outstanding design items.
 - **Summer 2020 work** planning & investigation under way.
 - **June 4th DAG** project update
 - **July 13th Benson Polytechnic Alumni Association** Project Update
- Next Steps:
 - **100% DD** package
 - **Design review** being done with virtual/online stakeholder engagement.
 - **FF&E**
 - Existing furniture inventory for swing site planning & building cleanout
 - CTE equipment planning & consolidation
 - **HLC Type II:** Submitting design details and modifications for front entry lighting, fence & gate, Bldg H wall & G2 wall.
 - **State Historic Preservation Office (SHPO):** Clearance form submittal
 - **Schedule:** Monthly schedule workshops with project team
 - **Completion:** summer 2020 work & investigation
- Challenges
 - Building cleanout and swing site move with large amount of heavy equipment in summer 2021 compressed time frame.
 - Conducting virtual/online meetings with school and district stakeholders.
 - Planning, move, transportation and messaging for relocation to multiple swing sites for 3 year construction period
- Opportunities:
 - Early co-location on site
 - If building activity is limited during the school year, it may be possible to get an early start to the relocation and disposal of existing furniture and equipment.

BENSON: Multiple Pathways Building

- Accomplishments:
 - **Master Plan:**
 - Master Plan approved by Board of Education
 - **Design**
 - Design Contract in place
 - Schematic Design phase launched
 - **Community Engagement**

- Completed DAG meeting #7 in June
 - **Budget**
 - Master Plan cost estimates align with BOE approvals
- Next Steps:
 - **Design:** Bassetti is conducting design kick-off meetings
 - **Stakeholder Engagement:**
 - Working with MPG to confirm capacity studies and Kenton planning
 - Planning DAG meetings for fall
 - **Precon Agreement:** with Andersen Construction
- Challenges:
 - Managing the scope of work for programs that do not fall within the current Ed Spec requirements
 - Integrating the schedule to align with the work at Benson HS.
 - Conducting DAG and other meetings virtually
 - Planning for move to Kenton in August 2021
- Opportunities:
 - Exploration of innovative materials and construction technology, i.e. CLT, pre-fabricated units, etc.
 - Explore concepts of Trauma Informed Design

BENSON: Swing Sites

- Accomplishments:
 - **Marshall:**
 - Land use application process nearing completion.
 - Auxiliary CTE Shop Building – size reduction and building system cost cutting to align with budget
 - Marshall building tenant improvement (TI) Phase I underway. Planning for Phases 2 and 3.
 - Reduced TI scope to reduce cost & meet schedule constraints
 - Andersen Construction review of site investigations to confirm existing conditions
 - **Kenton:**
 - Reroof scope removed due to condition assessment
 - Continue coordination with De La Salle HS to manage building transition
 - PPS IT infrastructure work to begin summer 2020
 - **Grant:**
 - Portland Evening and Summer Scholars (PESS) office moving to Grant August 2020
- Next Steps:
 - **Marshall**
 - Cost reconciliation and start of construction
 - Determine nonconforming upgrades (NCU) scope
 - Coordinate site logistics for new CTE building
 - Permitting for new CTE Shop building
 - Dust hazard analysis requirements for latest fire code
 - **Grant:**
 - PESS move in & school communication
 - **Kenton:**
 - Confirm design and permitting schedule

- Coordinate with PPS departments for specific scopes of work; tree removal, bus parking
- Challenges:
 - **Marshall:**
 - Aligning the scope and budget.
 - Obtaining permit in time to start new building in Fall of 2020
 - Compressed timing of swing site build out at Marshall & move-in. 3-4 Phases anticipated
 - **Kenton:**
 - Compressed timing of swing site work & move in following DLS move out at end of lease

VI. Adjournment

The meeting was adjourned at 8:50 PM.