

Minutes of Facilities Committee Meeting

2007/10/08

Attendees: Janet Coursey, Tracey Hamilton, Ruth Milner, Delilah Walsh, Don Weinkauff, Karin Williams, Russell Wrenn, Marcel Kerkmans
Absent: Cecilia McCord, Jim Shepherd, Pete Whiteis
Scribe: Janet Coursey

Old Business

1. **Approval of minutes** of 24 Sep 07 occurred via email; posted to web site.
2. **Burying overhead electric lines:** Delilah Walsh – Socorro Electric will place a power pole across the street from CVCS and KEEP the mulberry tree. Cable and phone likewise. SEC is considering doing the work during the school fall break weekend (Oct 19-22).
3. **Soil compaction test:** Russell Wrenn –
 - Vinyard Associates responded with a time & materials bid (\$250 for soil test + 45 cents/mile + \$50 trip, ~\$550) but then recommended a "geotechnical investigation" for whole site at \$2800. We discussed the primary purpose is to assure that the E-pod can be placed in NW corner; otherwise the classrooms must be moved. Further we want some certification ready for the E-pod financing package.
 - Undecided whether we should test whole site. Sagging of one of the trailers has been noted. Is it the trailer or the soil? We do not want to learn late that a classroom pod needs remedial soil prep. Who and what to do?
 - Another bid is in the USPS mail to Russell.
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4. **Fundraising Committee update:** Russell Wrenn – Approximately \$15K could be available from the state Safe Routes to School money to bridge the ditch. This could augment landscaping funds.
5. **School District Building Plan:** Karin Williams – At the principals' meeting of 10/3 Cheryl Wilson explained CVCS' top priority on funding list (SHS grounds work and track are next) and Karin presented the classroom pod plan and the E-pod plan to the group. Karin asked for SCSD's revised long-term capital plan priorities to include CVCS' items by December. Cheryl agreed this will be done.
6. **PSFA and modular manufacturers meetings:** Jim Shepherd, via email – Sharon Ball phoned Bill Sprick to clarify the lease reimbursement plan constraints. Don's sense is that Comark can build trailers at \$40/ft² so Kent Beierle thinks we can find a way to make our \$80 target. Preferred Builders above our price range. Karsten does not have a commercial license, which PSFA requires. If we hire a contractor with a commercial license, then we may not need the pre-fabs to be so certified. Russell identified other modular builders to be investigated, expanding the search beyond New Mexico.

New Business

1. **Report on modular manufacturers:** Kent Beierle of EDI – Kent was traveling; see discussion of item 6 above.

2. **Motion:** to recommend that the Governing Council approve continuation of existing contract dated 9/21/07 with EDI for design of modular classroom pods, with recommendation to EDI that additional builders be interviewed. Moved: DW; second: RM; passed: unanimous.
3. **RFP for Project Coordinator:** MK described typical working relationships between an architect, and general contractor. Terminology question: are we seeking a project coordinator (no, expect more hands-on); project inspector, project manager, site superintendent? We recommend to JS to augment the Additional Information section of the RFP to include the time line from the EDI contract. Then send revised RFP to KB for comments. We think we understand that EDI does not have a working relationship with general contractor(s) in Socorro; hence this atypical approach.

SUMMARY OF ACTION ITEMS:

- Revise manager/inspector RFP to include time line; solicit comments from EDI; JS?
- Request summary statement from KB regarding feasibility of procuring through a modular manufacturer.
- Monitor SCSD capital plan priorities: KW.
- Ask EDI for advice re: compaction testing; send the Vinyard letter to them. Report on 2nd bid when received. (Russell Wrenn)
- Assist Fundraising Committee with application for Safe Routes to School money: RW.
- Update CVCS site plan in the District's plan and keep a look out for the Interim Committee Request for the PSCOC Meeting this November (Karin Williams)

Next meeting: Monday, 22 October 2007, 7 p.m. multipurpose room, CVCS