

SEASIDE SCHOOL DISTRICT 10
School Construction Citizen Oversight Committee
Tuesday, June 12, 2018 – 3:00 pm
District Administration Office
1801 South Franklin Street, Seaside, Oregon

PRESENT:

Committee Members: Chair Egrane Brown, Nathan Crater, Parker McCarthy

Administration: Superintendent Sheila Roley, Business Manager Justine Hill

Others: Phil Broome, Leslie Garvin, Jim Henry, R.J. Marx

CALL TO ORDER

Chair Egrane Brown called the June 12, 2018 meeting of the School Construction Citizen Oversight Committee to order.

ESTABLISH QUORUM

A quorum of the Committee was present.

DELEGATIONS/GUESTS

Superintendent Sheila Roley introduced Project Superintendent Phil Broome who explained he has worked with Hoffman Construction for 35 years and most recently completed work on the Nike Headquarters building. He is a Seaside High School graduate and started his career with Hoffman as an apprentice working on the building of Seaside Heights Elementary School.

Superintendent Roley introduced Leslie Garvin as the new District Office Executive Secretary.

APPROVAL OF MINUTES

A motion to approve the minutes of the May 8, 2018, meeting of the School Construction Citizen Oversight Committee as presented was made by Nathan Crater and seconded by Egrane Brown. The motion carried unanimously.

REPORTS

Monthly Project Report

Project Manager Jim Henry presented the May Progress Report and reported that the early site work bid package is complete, the foundation permit package has been finalized and BRIC held additional focus groups with District staff. In June, DEQ approval for erosion control is in a two-week review process. Approval should be received by June 25, 2018. The logging of the property will start at the top and a fence will be erected to keep the site secure.

He further reported on the water systems infrastructure and explained that engineering firm, Murray Smith, is working with the City of Seaside on a hydraulic analysis of the water system. They are recommending a revision from a two-pipe to a one-pipe system. The site and utility permits were submitted on June 1, the foundation permit will be submitted on June 19, and the overall building permit package will be submitted on August 7. The cost estimate package on 50% construction drawing is due July 19.

Phil Broome explained that Hoffman held a “Meet the Contractor” meeting at Clatsop Community College South County Campus sponsored by Clatsop Economic Development Resources and the Seaside Chamber of Commerce during which they discussed opportunities and took names to contact when bid packages are released. He further explained the construction logistics plan which has been updated. The site will be fenced off and “No Hunting” signs will be posted and advertised. A working pad will be created, concrete will be poured in October and November and steel will be set in February 2019.

Superintendent Roley explained there will be an unofficial ground-breaking in the near future and an official ground-breaking ceremony will take place in September 2018.

Financial Report

Business Manager Justine Hill explained the Project is still under budget from the forecast because of the four-month delay to finalize the site permit package. The timeline will catch up to the forecast once the building starts. She further explained that the District’s investment company, Piper-Jaffrey, has encouraged the District to re-invest the bonds that have matured in a short-term investment pool at a high interest rate. They recommend keeping as much money in the pool as possible as it can be accessed within 48 hours.

Discussions and Recommendations

Jim Henry discussed the request from the Corps of Engineers for a Cultural Resource Survey to look for artifacts which are 50 years or older. The surveyors did not find anything on the site and going forward, if something is found during construction, it is up to the contractor’s discretion to report.

There being no further business, the meeting was adjourned.

Sally Francis
Executive Assistant