



**Citizens' Bond Oversight Committee (BOC)  
Regular Meeting Minutes  
Meeting 11: Tuesday, April 11, 2023, 5:30 PM (PST)  
Baker School District 5J, District Office & Zoom**

**PRESENT**

**Bond Oversight Committee**

Jess Blatchford  
Kevin Cassidy  
Nathan Defrees  
Josey Gaslin  
Loran Joseph  
Katie Lamb  
Dave Lindley  
Bruce Nichols  
Phil Stone  
Deon Strommer

**BSD5J Staff**

Erin Lair, Superintendent  
Regina Sampson, CFO/Business Manager  
Lindsey McDowell, Communications

**Wenaha Group**

Cassie Hibbert  
Shandiin Yessilth

**1. Call to Order**

Superintendent Lair called the BOC meeting to order at 5:12 p.m. (PST)

**2. Scope Summit Recap & Approval**

Ms. Yessilth reviewed the January 2023 "Scope Summit" meetings with BOC and school board members that resulted in a new scope for 2021-2023 Capital Bond Projects. Approved scope for remaining bond projects included the new Middle School Cafeteria/Multi-Purpose Building as previously designed; installation of the HVAC equipment already procured for Baker Middle School (BMS); work at the Baker Early Learning Center (BELC) tied to legislative grant funding, including lower roof, HVAC, and security; as well as secure main entries at Baker High School (BHS), BMS, South Baker Intermediate (SBI), Haines Elementary, and Keating Elementary. Additional security scope was subsequently added to the main BMS building tied to approval for the new Cafeteria/Multi-Purpose Building, as well as with regard to security cameras in other school locations.

Superintendent Lair discussed the recently revamped District Five-Year Facilities Plan that is expected to fund projects alongside the work being done as part of the 2021-2023 Capital Bond Projects. The updated Five-Year Facilities Plan will be discussed during the Budget process for the coming school year.

**3. Revised Overall Project Schedule**

Ms. Yessilth presented an updated project schedule showing new timelines for 2021-2023 Capital Bond Projects. Work at Brooklyn Primary is expected to be complete in Summer 2023. Work at BMS, particularly the new Cafeteria/Multi-Purpose Building, is expected to be complete at the end of the 2023-2024 school year. Work at the BELC is expected to be completed over the next two summers, finishing up in time for the start of the 2024-2025 school year. Safety/Security work at the other district schools is expected to be complete by the end of 2023.

Using collaborative leadership, Baker 5J schools enhance community vitality by providing cradle-to-career opportunities across broad, integrated learning platforms for rewarding educational experiences.

#### **4. Brooklyn Primary – Construction Updates**

Ms. Yessilth reported that Gyllenberg Construction paused work at Brooklyn Primary during Winter 2022 while rooftop HVAC units were delivered and stored offsite and electrical panels purchased by CB Const. were delivered. Gyllenberg Construction was able to set the majority of the rooftop HVAC units and complete minor electrical/security items over Spring Break, and they will be performing work on approved Fridays until Summer Break.

#### **5. Middle School Cafeteria/Multi-Purpose Building & Existing HVAC/Security**

Ms. Yessilth reported that the Middle School Cafeteria/Multi-Purpose Building and existing HVAC/Security projects were issued as a single bid package in January with a deadline of February 28. CB Const. focused on local subcontractor outreach, and six major line items were ultimately covered by local subcontractors. A list of key subcontractors is available on the district bond projects website.

At their March 16 meeting, the district school board approved a Base Guaranteed Maximum Price (GMP) for the project of approximately \$6.556M.

CB Const. installed project fencing and set their job trailing during Spring Break and started demo and earthwork on April 3. A Groundbreaking Ceremony took place just ahead of this BOC meeting on April 11, and a livestream video of progress on the project can be viewed on the district bond projects website.

Placement of electric vehicle charging stations in the new BMS parking lot were also discussed at length. In the end, BOC members voiced general support for possibly placing conduit during this construction phase, but not proceeding further with the option at this time.

#### **6. Baker Early Learning Center Lower Roof/HVAC & Security Subcontractor Bidding**

Ms. Yessilth reported that CB Const. issued the BELC bid package on March 21, with bids due April 13. A special school board meeting has been scheduled for May 11 to review and approve a GMP for the BELC projects.

Due to the long lead time for HVAC equipment, BELC projects will be completed over two summers. This summer, HVAC equipment will be ordered, roof and structural upgrades will be done, and safety/security scope will be completed. Summer 2024, HVAC equipment will be installed and any remaining work/programming will be completed.

#### **7. Safety/Security Subcontractor Bidding**

Ms. Yessilth and Superintendent Lair announced that the district has purchased cameras, public address (PA), and clock speaker devices with SIA funding that has a June 2023 deadline.

Safety/Security bids are planned to be sent out as a single package in May, with subcontractors asked to break out pricing per school.

Construction on the Safety/Security projects is scheduled for Summer 2023, but may run into Fall.

#### **8. Budget Update**

A refresh of the overall budget is in process and includes a mechanism to track expenses per fiscal year and per funding source. Approximately \$12.797M of the budget is committed, with approximately \$2.156 in uncommitted funds, though there is some overlap due to the pre-purchased security devices. When Owner's Contingency is included, there is a total budget of \$15.532M.

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**9. BOC Upcoming Opportunities**

The next BOC meeting will take place on Tuesday, June 13, 2023.

A construction tour of the new Middle School Cafeteria/Multi-Purpose Building will be planned for BOC and school board members.

**10. General Questions & Discussion**

None.

**11. Adjourn**

There being no further business before the BOC, Superintendent Lair adjourned the meeting at 6:13 p.m. (PST)

[Erin Lair \(Apr 20, 2023 12:21 PDT\)](#)

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Superintendent Signature

Apr 20, 2023

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Date