



BOARD OF DIRECTORS
Chris Hawkins, Chair – Julie Huntington, Vice Chair
Andrew Bryan - Jessica Dougherty – Travis Cook

Mark Witty, Superintendent

**Citizens' Bond Oversight Committee (BOC)
Regular Meeting Minutes
Tuesday, October 12, 2021, 5:30 p.m. (PST)
Zoom**

PRESENT

Bond Oversight Committee

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

BSD5J Staff

Mark Witty, Superintendent
Dieter Nevels, Business Manager
Lindsey McDowell, Communications

Wenaha Group

Cassie Hibbert
Shandiin Yessilth

LKV Architects

Amber Van Ocker

A. Call to Order

Superintendent Witty called the bond oversight committee meeting to order at 5:30 p.m. (PST)

B. Team Introductions & Organization Chart

Cassie Hibbert re-introduced herself and Shandiin Yessilth from Wenaha Group, as well as Amber Van Ocker from LKV Architects, the recently approved architect for the district's capital bond projects. She went over the organization chart including the bond project team and both internal and external stakeholders.

C. What does your Project Manager do?

Cassie Hibbert discussed the role and responsibilities of Wenaha Group as the bond project manager.

D. What does the Architect & Engineering team do?

Amber Van Ocker discussed the role and responsibilities of LKV Architects as the architect and engineering design team for the bond projects.

E. Internal & External Stakeholders

Cassie Hibbert reviewed the list of design stakeholders identified for the new multi-purpose building at Baker Middle School, HVAC systems and the South Baker Intermediate roof, and safety and security. Ms. Hibbert asked for input from the bond oversight committee. Liz Burton suggested adding opportunities for student input to the process.

The Baker 5J schools enhance community vitality by providing opportunities
for rewarding, individual educational experiences.



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The first internal stakeholder design meeting for the new multi-purpose building at Baker Middle School is scheduled to occur on Friday, October 15.

F. Phases of Design & Project Schedule

Cassie Hibbert reviewed the design phases: schematic design, design development, construction documents, bidding and permitting, and construction.

Ms. Hibbert also reviewed the overall project schedule, with projects expected to be completed the summer of 2023.

G. Project Delivery Method

Cassie Hibbert reviewed three methods for project delivery: design-bid-build (hard bid), construction manager/general contractor (CMGC), and design-build. Hard bid is the recommendation from Wenaha Group for most of the bond projects, with CMGC the recommendation for a portion of the projects at the middle school being done in conjunction with other seismic rehabilitation work.

H. Project Budget

Cassie Hibbert reviewed the overall project budget. The current budget is \$14,542,000; and 0.65% of the budget was spent as of September 19.

I. BOC Meeting Frequency

Cassie Hibbert recommended that the bond oversight committee meet on a set schedule every two months. Lindsey McDowell will send out a poll to determine the best standing date/time for the group.

J. General Questions & Discussion

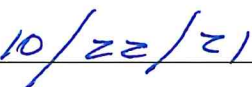
Cassie Hibbert opened the meeting to general questions and discussion. No additional questions were posed.

K. Adjourn

There being no further business before the committee, Superintendent Mark Witty adjourned the meeting at 7:10 p.m. (PST)



Superintendent Signature



Date