



**Citizens' Bond Oversight Committee (BOC)**  
**Regular Meeting Minutes**  
**Meeting 9: Tuesday, October 11, 2022, 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  
Bruce Nichols  
Deon Strommer

**BSD5J Staff**

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

**Wenaha Group**

Cassie Hibbert

**1. Call to Order**

Superintendent Lair called the BOC meeting to order at 5:30 p.m. (PST)

**2. Brooklyn – Construction Updates**

Ms. Hibbert shared that favorable weather has allowed Gyllenberg Construction to continue rooftop preparations for the Spring 2023 installation of new HVAC units. She also shared that the installation of new doors is still outstanding. Training has begun on the new building security system, and a key card compatibility issue was identified that is being worked through.

**3. Middle School Gym Seismic – Construction Updates**

Ms. Hibbert reported that the fresh paint added to the BMS gym and locker room has a really positive visual impact. Substantial completion of the project is scheduled for this Friday, October 14; and the space is expected to be back in student use by Tuesday, October 18. The new toilet partitions for the locker room (which also received new toilets) are still outstanding. BOC members were invited to stop by BMS to take a look at the updated space.

**4. CM/GC Procurement**

Messrs. Cassidy and Joseph were part of the evaluation committee also including school district staff and board members who met to evaluate and interview the two firms who responded to the CM/GC Request for Proposals that went out on September 12 with a September 29 deadline. The evaluation committee reviewed and scored proposals from Wright Brothers of Eagle, ID, and CB Const., Inc., of La Grande, OR, on October 4, then conducted interviews with both firms on October 10. The committee was very grateful to have two solid proposals and firms to evaluate. In the end, the evaluation committee will recommend to the school board on October 20 that CB Const., Inc., is selected as the CM/GC for remaining bond projects. CB Const., Inc., demonstrated good comparable CM/GC experience with public schools in the region, communicated a dedication to scope and schedule with flexibility to self-perform critical work as

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needed, and has a successful track record with Baker School District (including the BMS Seismic Rehabilitation wrapping up currently).

**5. Pre-Construction Schedule/Tasks with CM/GC**

Ms. Hibbert reviewed the preliminary pre-construction schedule planned for our CM/GC following a decision by the school board at their meeting on October 20. The timeline covered November 2022 through March 2023.

**6. Funding Expenditures Deadlines**

Ms. Sampson and Ms. Hibbert discussed expenditure deadlines for the various funding sources associated with bond projects. An extension was requested for the Oregon School Capital Improvement Matching (OSCIM) Grant, but an extension wasn't possible. Some good news is that the legislative funding received for projects at the Baker Early Learning Center will now be front-loaded with reporting requirements, removing the previous deadline of expenditure by September 2023.

**7. Budget Update**

Ms. Hibbert reported that a refresh of the overall budget is in process, including funding source restrictions and soft costs based on schedule changes.

**8. BOC Upcoming Opportunities**

Messrs. Cassidy and Joseph volunteered to attend the regular school board meeting on Thursday, October 20, to participate in the CM/GC recommendation to the board.

The next BOC meeting is scheduled to take place on December 13, but it will likely be rescheduled to align with a bond projects "Scope Summit" the same month.

**9. General Questions & Discussion**

None.

**10. Adjourn**

There being no further business before the BOC, Superintendent Lair adjourned the meeting at 6:35 p.m. (PST)



Erin Lair (Oct 19, 2022 07:35 PDT)

Superintendent Signature

Oct 19, 2022

Date