

**PUBLIC SCHOOL CAPITAL OUTLAY COUNCIL
MINUTES
JUNE 17, 2013
NEW MEXICO SCHOOL FOR THE DEAF
1060 CERRILLOS ROAD
RESIDENTIAL ACTIVITY CENTER
SANTA FE, NEW MEXICO**

Members Present: Mr. David Abbey, LFC Mr. Gene Gant, PEC
Mr. Joe Guillen, NMSBA Mr. Dee Dennis, RLD
Ms. Frances Maestas, LESC

Designees: Ms. Sharon Ball for Mr. Raul Burciaga, LCS
Ms. Debbie Romero for Mr. Tom Clifford, DFA
Mr. Antonio Ortiz for Mr. Paul Aguilar, PED

Absent: Mr. Keith Gardner, Office of the Governor

1. Call to Order

Mr. David Abbey, Chair

a. Approval of Agenda

Clerk called roll noting that Ms. Sharon Ball would serve as designee for Mr. Raul Burciaga, Legislative Council Service, Ms. Debbie Romero would serve as designee for Mr. Tom Clifford, Department of Finance & Administration, and Mr. Antonio Ortiz would serve as designee for Mr. Paul Aguilar, Public Education Department.

Mr. Dennis moved to include the process of evaluating the PSFA Director to the agenda. Ms. Ball seconded, motion carried.

MOTION: Mr. Guillen moved for adoption of the agenda with changes. Mr. Dennis seconded, motion carried.

b. Correspondence

There is no correspondence at this time.

WELCOME

Dr. Richard Gorman welcomed the Council and staff to the New Mexico School for the Deaf thanking them for their hard work and dedication.

2. Approval of Minutes

Upon review by the Council, Mr. Guillen moved for adoption of the May 3, 2013 PSCOC minutes subject to technical corrections. Mr. Dennis seconded. There being no objection the motion carried

3. Overview and District Presentations

a. Overview of 2012-2013 Standards-Based Capital Outlay Application Process/Requirements and District Presentations

Mr. Tim Berry gave a brief overview of the Standards-Based Capital Outlay application process and requirements. He noted that the application is divided into two phases beginning with the pre-application process and later a detailed full application. The 2012-2013 application is web-based and districts are able to access it via Internet. Mr. Berry referred the Council to the meeting notebooks that contain district applications, fast facts which are a roll-up of district financial information and past awards, as well as membership by school, site visit reports for districts applying for PSCOC funding and other pertinent information.

The financial plan, provided to the Council in their meeting notebooks, reflects the actions taken by the Council at their last meeting regarding projects and adjustments as follows:

--**NMSD Site Improvements** at NMSD (C10-001). Funding for DCP Award.

Net Award: \$2,170,381

--**NMSD Dillon Hall Phase 2B** at NMSD (C10-001). Funding for DCP Award.

Net Award: \$3,574,078

--**NMSD Health Center** at NMSD (P13-017). Funding for Standards-based Award Phase 2.

Net Award: \$539,623

--**McKinley Middle School** at APS (P12-002). Funding for Partial Phase 2 (Summer Work).

Net Award: \$218,725

--**Chaparral Elementary School** at APS (P12-003). Funding for Phase 2.

Net Award: \$7,341,794

b. District Presentations

➤ **Albuquerque School District**

Priority 1: Marie Hughes ES—Construct a large classroom wing for classrooms currently in portables beyond their useful life, expansion and upgrades to the cafeteria and kitchen. Construct a loop road for fire access, a parent drop off and additional on-site parking.

Priority 2: Arroyo Del Oso ES—Renovate and expand administration area to meet current adequacy standards and provide ADA accessible access. Expand staff toilets. Include 250 sf of custodial storage and 600 sf of facility storage. Increase ceiling height (include structural modification). Make necessary drainage improvements. This project is already designed and ready to enter the construction phase. This project will be used to reduce the 2013 – 2014 direct appropriation offset.

Priority 3: Collet Park ES—Build a new classroom wing to allow for the proper housing of kindergarten students, renovate the existing spaces into needed support program spaces as well as the expansion and renovation of the entire admin area, and upgrade the dining and kitchen facade area of the school. The admin changes are for efficiency and security needs. This project is already designed and is ready to enter the construction phase. This project will be used to reduce the 2013 – 2014 direct appropriation offset.

Priority 4: Atrisco ES—Demolish and replace the concrete / CMU classroom pods that are box-like buildings with new classrooms. Demolish and replace the cafeteria / kitchen building which is inadequate. This would be a classroom addition of at least 16 classrooms or more depending on the cost of construction. This request is for design funds only at this time.

Site Visit Report: APS and PSFA Staff agree that a site master plan needs to be completed prior to design of some projects.

Facilities Master Plan: APS and PSFA Staff agree that a site master plan needs to be completed prior to design of the project. This project is included in the District's facility master plan as a priority project. The district is currently updating their facility master plan.

Maintenance Plan: The APS M&O department has a complex and challenging task in providing the educational environment to the students and staff of the district. While the district has developed many best practices there is still a lot of work to be done. Facility Maintenance Assessment Reports (FMARs) are currently being conducted for the entire district and as of 5/23/13 the sample size is now 13 of the 140 plus sites. FMAR scores range from a high of 77.96% (mid satisfactory) to a low of 36.40% (Poor). The average score of these FMARs is 60.97% for a 'Marginal' rating. The district is working diligently to improve their maintenance plan. FMAR is not being used effectively because of the budget, the district has less maintenance workers but feel that they are doing the best they can.

Audit: The district's FY12 audit contained 39 findings.

Notes: Mr. Brad Winter, Mr. Kizito Wijenje and Mr. Don Moya represented the district. The district will soon have a bond election. The Council requests that the district provide more information on trends and enrollments. The Council urged the district to apply for Pre-K funding.

➤ **Mesa Vista School District**

Priority 1: Ojo Caliente ES—The district is requesting funding for design and planning including educational specifications, architectural and engineering services including utilization study to evaluate the existing buildings, building systems and site drainage, develop construction plans and specifications to reconfigure, renovate or replace the school or parts of the school to meet the needs of the staff and students as to be identified in the educational specifications.

Site Visit Report:

The FAD database shows that most of the building systems of the school are nearing the end or beyond their useful life. The instructional spaces of the school will be sized for the current population, as growth is not anticipated. The school classrooms and other parts of the school are 1960's era block with stucco finish. Most classrooms are in two satellite pod buildings separate from the main public buildings. Renovation costs are likely to be high in relation to replacement costs. Currently classroom sizes are much larger than current adequacy standards. The square footage to adequacy for the current school population is 22,226.

The District desires to consolidate their elementary School and middle School campuses into a K-8 facility. This consolidation is referenced in their Master Plan. This will be fully explored as part of the educational specifications process. The Ojo Elementary campus is on a shared 30 acre parcel with Mesa Vista Middle School and High School. The entire K-12 population on campus is fed from the kitchen/cafeterium in Ojo Elementary. Keeping this kitchen/eating area open during construction as located is problematic as it is on the far end

of the campus, and is attached to the existing facility where demolition and major renovation is anticipated. If left in use during construction, the relocated elementary students, as well as students from the middle School/high school area would have to walk around the elementary construction site to access. Locating a cafeteria portable elsewhere on campus for use during construction would likely be best for accessibility and safety. The District has placed this school as its highest priority since the completion of El Rito ES in 2009. There is no offset for the district at this time. All kindergarten students are currently in permanent classrooms.

Alternative Options: It is believed that the district has enough unutilized/underutilized space from the adjacent high school to house the elementary school through construction if a cafeteria portable can be brought to the site. Currently, the entire elementary, middle school and high school population is served meals in the Ojo Elementary Gymnasium. This would allow for a single phase project.

Facilities Master Plan: The Master Plan is current and in effect through 2017. The plan is consistent but has excessive square footage.

Maintenance Plan: Not performing to NM Statute 22-24-5.3 or NM Statute 22-24-5.5. New leadership at the district will need to continue with progress to address Statute. The district has made improvements with leadership of the district. Staff recommends that district come up with plan for statutory requirements.

Audit: The district's FY12 audit contained 6 findings.

Notes: The district is not in the position to fund ed specs and is requesting funding. Their bond has passed. The district is working on consolidation and operational costs. There was concern in regard to the district professional development for the maintenance of the facilities. PSFA recommends that funding for planning and design be approved in total as requested; however we recommend dispersing the funds for the educational specifications as a Phase 1A to help the district identify current needs and begin to understand the facility impacts toward a combined (K-8) elementary/middle school campus identifying buildings that may be retained. Disperse funds project planning and design as Phase 1B, after the Educational Specifications are complete and the project scope is well defined. After planning and design is completed, then the district will apply for Phase 2 construction funding. The Council voiced concern in regard to the need of a facility manager, excessive square footage, superintendent turnover, and the use of the maintenance system. The district indicated that \$400,000 from bond proceeds will be used for other projects.

➤ **Gallup School District**

Priority 1: Ramah ES—The school was constructed in 1957. The school has 10 portable buildings most of which are 39 years old, these are costly for the district to operate and maintain. Many components of the school, such as plumbing/fixtures are original and beyond their life expectancy. The school is not energy efficient, and is showing structural cracking. This school does not have adequate parking or safe bus and parent drop off areas. The district proposes to replace Ramah ES at the “old High School site”, which is located nearby. Students will remain in the existing ES until construction is completed; then the existing school will be demolished.

Site Visit Report--The Gallup McKinley County School District is currently working with a planner to realign attendance boundaries and right size school buildings for all of the Elementary Schools located within the town of Gallup. The boundary study has delayed design of the elementary schools awarded by the Council in 2010. Since Ramah ES is outside of the city limits and not affected by the boundary study, the district would like to go ahead with the design of a new Ramah ES in order to keep capital projects moving forward in the district. The PSFA recognizes the need for replacement of Ramah ES. The district will need to begin the design process for Ramah ES in 2013; this would require the district to modify their priority listing in their 5 year FMP and have school board approval. The existing elementary school site has challenging grade changes and limited space for parking and drop off areas. The existing structure is showing structural cracking and is lacking proper fire rating/protection. The school site complex is not ADA compliant and is showing an overall degradation of the building systems and structure. Despite previous DCU work, it has remained a costly building for the district to operate and maintain. The proposed "old High School site" has sufficient space for the new elementary school building, parking/drop off areas and play areas. The PSFA further recommends demolition of the existing "old High School" buildings that are still currently onsite.

Facilities Master Plan: This request is consistent with the District's FMP priorities and timeline. The site of the old Ramah High School is the preferred option. The FMP states the location at the "old" high school would require the high school to be modernized and modified to meet the programmatic needs of the elementary school. The FMP states the cost of construction at the high school site would be estimated at \$11.5 million along with the mothball or sell current elementary facility would require at least \$500,000 plus. The district has a Facility Master Plan which was approved in 2012 and is in the process of updating with new attendance boundaries for the elementary schools in the Gallup Metro area.

Maintenance Plan: Needs improvement. Due to budget deficiency and the operational budget the district has issues with maintenance. The deficiencies total approximately \$70 million. The district will meet with staff in an attempt to resolve the maintenance issues.

Audit: The district's FY12 audit contained 6 findings.

Notes: During the site visit, the district voiced their concern about the current application for the Crownpoint HS roofing project. The district also needs to complete HVAC work and other upgrades to this building and they feel that it would be best to complete all this work at one time. Crownpoint HS is currently ranked 59 with NMCI of 43.18%. The district would like to modify their current roofing application to a standard based award for renovation of Crownpoint HS. The district and the PSFA can work together to establish a scope of work in order for Crownpoint HS to qualify as a standard based project. Some renovations to consider might be; no longer using portables over 30 years old and moving students to unused classrooms in the main building. The district could also renovate unused vocational spaces for standard classroom spaces. The district needs to replace the HVAC system and doors/windows to increase energy efficiency in the building. The district noted that Ramah is included in the districts master plan. It was noted that the consolidation of the some schools would be needed to be included before the district can apply for funding. The district noted that consolidation takes away from the community. The Council also noted that the district needs to address operational maintenance costs. The district indicated that their board

approved the consolidation of some schools but the Navajo Nation opposed. This consolidation attempt took place last year and was for 3 schools located on the reservation. PED overturned the board recommendation. The Council directed the staff and the district to provide a status report at the next scheduled PSCOC meeting. They suggested that the district keep pushing the city to close the Juan de Onate School. The FMP shows the enrollment numbers to be 190 students in 5 years. The district may want to consider increasing the enrollment to 190 students.

However, the construction and design schedules are on time. The Council voiced concern regarding the district not moving forward with their projects. The district's board has approved the consolidation of the facilities but PED has delayed the process. The district is experiencing issues with finding a reliable licensed technician in the area and it is an issue that the technician would have to travel to and from the district. It was noted that due to the budget, staffing has been reduced.

➤ **Hobbs School District**

Priority 1: Broadmoor ES— New Broadmoor ES to serve 400 students.

Site Visit Report: This elementary school was built in 1948 and located in the heart of Hobbs. The school had renovations and additions in 1948 and 1963. With Hobbs' rapid population growth, the school and district no longer have sufficient space to meet the educational needs of the community. The district elementary school capacity is 4,345 (with portables) and with an elementary enrollment of 4,583 is currently overcapacity district wide. With growth projected to peak at 4,948 in 2015. The District's draft FMP forecasts a district wide seat deficiency of 601 seats in 2015 with all schools lacking classrooms to house the growth (capacity figure includes portables). Broadmoor's current functional capacity is 333 (with portables) and has enrollment for 2012-13 is 351.

Alternative Options: Consideration of a core school (administration, multi-purpose room, cafeteria, etc.), with permanent classrooms built for less than current and projected enrollment size, supplemented by planned portable attachments to make up the difference (i.e. a core classroom size of 250, with an additional 150 served in portables, for a combined enrollment of 400 students). This could more easily be staged on current school site that has limitations. Transfer a portion of current expected student population (150) to the proposed new school and at new location and build it first. Combined with current (crowding) at existing surrounding schools, the new school with a proposed capacity of 500 could relieve crowded schools and absorb the Nunan-Jenkins 50-60 3-4 DD students when opened. It is recommended that the district not install portables unless needed for capacity.

Facilities Master Plan: The draft FMP is anticipating Broadmoor's enrollment to reach 376 in 2015, meaning it will lack seats for 43 students. Hobbs Municipal Schools is looking to demolish the old building, and replace it with a new elementary built to accommodate 400 students (the current facility has a capacity of 333 students, and has one portable). The FMP does forecast stabilization of the enrollment after 2015. Hobbs Municipal Schools is in the midst of finalizing their current Facility Master Plan (estimated finish in one month's time, due to community review and acceptance by School Board). Broadmoor ES and the new ES are highlighted as high priority projects, to address the District's increasing enrollment.

Maintenance Plan: Hobbs Municipal Schools maintains its' facilities in good working order, with equipment often exceeding its' operational lifetime, still in use.

Audit: The district's FY12 audit contained 6 findings.

Notes: PSFA would like to see the District adopt Educational Specifications for all new construction planned for, prior to putting any projects up for an RFP for Design Services. The District currently operates one Special Education Pre-K (3 & 4 year olds) at the Nunan-Jenkins facility. This facility is not in the PSFA Facility Assessment Database and a needs assessment must be performed. It is the recommendation of the PSFA that the need is critical and will likely become one of the top ranked schools. It has a current enrollment of 50-60 with projected community need of potentially 170. Projected timeline for the construction: District would like to complete construction as soon as possible to address current increase in enrollment. However, 18 months to design and construct the project is a very aggressive schedule, and 24 months is a timeline that is more likely to be met. The longer timeline would allow for the redistricting and move over the summer break. The FMP enrollment projections show an increase in the student population, followed by a slight decline. In about seven years, this trend is projected to result in enrollment numbers very close to the number of students in recent spike of enrollment. The project should be funded in a Phase 1a and 1b; Phase 1a will fund development of district educational specifications for elementary schools, whereas Phase 1b will develop design for the specific project. Phase 2 funding will be for the construction phase, as per standard operating procedure. Care must be taken in development to analyze growth trends, as to not "over-build" new schools; if enrollment declines the district wants to avoid excessive operating costs on the part of the district for new buildings with less-than-optimally used space.

Other Notes: Mr. T.J Parks stated that the district has existing bonds and will have a bond election in 2014. The district is in desperate need of a new school as it was built in 1949 for 350 students and is 147% undersized. Staff noted that the facility was not visited as the students were still in school. Staff is directed to visit the district and Council urged the district to move forward with the project as quickly as possible. The district indicated that all the elementary schools are over capacity. The district passed a bond in 2013 and \$25 million will used for the district match. The district indicated that the project would be complete by August 2014. New school will open in 2014, will eliminate the use of portables and would house $\frac{3}{4}$ of the DD students. The Awards Subcommittee will make a final decision to fund one or two projects.

➤ **Carlsbad School District—Withdrew Application**

➤ **Grants School District**

Priority 1: Los Alamitos MS—This facility is a 7th-8th grade school originally built in 1968 with an addition built in 1977. The district is applying for a school replacement to house 6th -8th grade students, which would move the 6th grade program from the district elementary schools into the middle school to support the Common Core Education model. Grants Cibola County Schools plans to build the new middle school on open space located on the existing property and demo the existing school after construction.

Site Visit Report: PSFA recommends approval of the planning and design money for a building core to support 670 students and classroom space for 453 students (7th and 8th grade students). The council may want to consider the additional 217 students (6th grade students) to be over adequacy and a district only expense. It is also recommended that the district complete a utilization study to investigate the impact that moving 6th grade students will have on the existing elementary schools. Los Alamitos MS student population is fed by 5 of the 7 elementary schools in this district. Many of systems at the middle school are beyond their useful life. The school is extremely energy deficient with its current HVAC system, single pane windows/doors, and wall insulation. The plumbing is original and piping is located in underground tunnels which are all but inaccessible for repairs and are deteriorating as a result of past plumbing problems. Structural cracking can be seen throughout the building and the roof need replacement in gym/cafeteria and one classroom wing. There are classroom spaces that are inadequate for instruction, such as science labs. There is asbestos floor and ceiling tiles throughout the building and lighting levels are inadequate in classroom space. Corridors do not have proper fire protection. The site drainage is inadequate and is causing problems with sidewalks and paving. The PSFA agrees with the district's proposed location for the new facility and demolition of the existing structure.

Alternative Options: The district may want to consider only applying for funding of educational specifications and an elementary school utilization study. The district could then come back to the council for out-of-cycle planning and design funding once they work through the utilization of their elementary schools and the Ed Spec process. The utilization study would allow the district to look at the effect on school utilization if the 6th grade students are moved to the middle school. The district chooses to move the 6th grade students they could then investigate ways to maintain high utilization in each elementary school. The district could study the possibility of combining schools that are coming up in the PSCOC ranking with schools that have been recently remodeled or replaced. The district could also study current attendance boundaries and make revisions if needed. The schools upcoming on the ranking are Bluewater ES (Ranking-108), Mt. Taylor ES (Ranking-211) and Seboyeta ES (Ranking-373). Mt. Taylor ES currently uses 6 portables that are over 30 years old and are no longer adequate for education. The district may be able to move all of their students into the main building. Other considerations are San Rafael ES, which has a building wing built in early 1900's, the stone foundations is showing structural damage, the district may consider demolishing this wing of the school to reduce area once 6th graders are relocated.

Facilities Master Plan: The facility master plan was updated February 2013. This request is consistent with the District's FMP top priorities and timeline. However, the FMP does not discuss the proposed new grade configuration at the Los Alamitos Middle School to include the 6th grade, nor does the plan discuss the new grade configurations at the elementary schools without 6th grade. The District needs to update their FMP to reflect the new grade configurations and how it will modify the enrollments and enrollment projections at each of the District's schools. The plan does not contain configuration for the middle school.

Maintenance Plan: The maintenance plan is good. The plan has been updated; however, staff recommends utility data.

Audit: It appears that there were issues with the state auditor regarding irregularities in expenditures of capital accounts. The district is monitoring their accounts on a monthly basis

and steps are being taken not to overdraw on their account. The district's FY12 audit contained 11 findings.

Other Notes: The Council noted that there is not appropriate oversight in place, there is a result of overspending in prior years and this is a repeat finding. It was also noted that the district has no sent payments for an advanced award. According to staff, this is a pre-standards based project.

➤ **Central School District**

Priority 7: Newcomb HS—Make significant repairs and renovations to the high school.

Site Visit Report: Project as proposed needs a complete evaluation as to the cost efficiency of renovating the high school only. At this time it appears that campus utilization study needs to be completed and a subsequent educational specification written for the possibly newly combined projects. The NMCI does need to move to at least 30.85 in order to ensure that the improvements are significant enough to adjust the ranking of the school sufficiently. Furthermore the total project should include an examination of Newcomb ES and the possible utilization of the relatively new Newcomb MS as the location for Newcomb ES. The newly renovated Newcomb HS could be repurposed to house both the MS and the HS.

Alternative Options: Project would consist of three distinct phases: (1-a) Perform a thorough campus utilization study and update to the FMP to account for the changes agreed upon through the campus utilization study; (1-b). Develop an education specification to incorporate the redistribution of students as outlined in the campus utilization study. (1-c) Design the total project to incorporate the newly determined school facilities. (2) Construct the project, and then demolition of the existing ES could be completed reducing the total GSF of the campus by approximately 70,000 GSF.

Priority 8: Replace both Grace B. Wilson ES and Ruth N. Bond with a new combined school while saving both gymnasiums. One gymnasium at Ruth N. Bond is to be incorporated into the new school and the other gym at Grace B. Wilson is to be a stand-alone community use facility paid for entirely by the district. Total area of the new school will be about half that of the two existing schools.

Site Visit Report: Project as proposed is acceptable, however, an educational specification needs to be completed prior to design beginning. This is due primarily to combining a school that is grades K-3 and one that is grades 4-6. This project combined with the present Naschitti ES and the proposed Newcomb HS may require the district to secure the services of another construction administrator to assist Mr. Fieldsted. If the projects can be staggered this requirement may not be necessary.

Alternative Options: Project would consist of three distinct phases: (1-a). Develop an education specification to incorporate all grades of both schools, (1-b) Design the project, Phase II construction project.

Facilities Master Plan: The Ruth N Bond and Newcomb High School are included in the District's FMP as top priorities; however the Grace B Wilson is not listed as a top priority in the District's current plan. Also the consolidation of Wilson ES and Bond ES at the Bond site

is not included in the District's FMP. Since this is a change in priorities, the District will need to update their FMP to reflect this school consolidation as a top priority. All projects would increase better utilization and these 3 schools need to be "sized right" for the current and projected enrollments. It seems to promote better utilization and flexibility, which would continue to add to their better utilization goal. It appears the District would have the opportunity to "size right" their schools and demolish the underutilized square footage.

The District as a whole lost 235 students from last year; however the District enrollment is 90 students over current year projection. Both the requested elementary schools are in the Kirtland area, which is projected and anticipated new industry growth with the installation of a new municipal sewer line; however the enrollment has remained flat or have declined. The enrollment is projected to rise if any increase in job availability. The Shiprock and Newcomb areas have had substantial decline in student enrollment since 2002. These declining numbers should level out and could possible increase again within ten years. Recent changes in educational programs: In 2010-2011 the district implemented a new grade configuration that affected the majority of elementary schools and their two middle schools. This changed allowed the District to close Natanni Nez Elementary. The grade reconfiguration affected the school sizes to better utilize existing facilities. It was projected to decrease the school enrollment at Ruth N Bond School; however the enrollment has stayed consistent and appears to be leveled out. Also this grade configuration did not include the consolidation of the Wilson and Bond schools and the FMP needs to be updated to reflect this addition to the Districts goal for better utilization.

Maintenance Plan: Maintenance performance has decreased in the last two years and a strong effort needs to be made to get back to the standards of a few years ago.

Audit: The district's FY12 audit contained 5 findings.

Notes: Mr. Randy Manning noted that there have not been community meetings to discuss consolidation and the district needs community input. The process was not followed as it should have. The superintendent disagreed stating that Mr. Manning was fully aware of the consolidation issue. Council agreed that the correct process should be followed and suggests that Mr. Manning and the district should continue their conversation on district level. In regard to redistricting and bond election, the district wants to maintain the tax rates and the board will meet within a few weeks to discuss these issues. The superintendent indicated that their bonds never fail. Council urged the district to keep them informed on the consolidation issues. The district indicated that Kirtland does not want to be consolidated and this issue has been discussed with the community.

➤ **Roswell School District**

Priority 1: Parkview Early Literacy—Overall complete renovation of the entire facility (28,927sf) that will include 18 classrooms, administration/core space, warmer kitchen, multi-purpose, media center, restrooms, etc., as well as HVAC, roofing, plumbing & restroom renovations, electrical, asbestos abatement and , structural repairs. Construct new (6,200sf + TARE) addition to accommodate 4 special education programs and OT/PT spaces that are unique to this school. The original structure was built in 1948 with additions in 1953, 1985 & 1987.

Site Visit Report: Staff recommends that the district approach this project in 3 steps. (Phase 1a) Educational Specifications that clearly define the needs for this 3 & 4 year old DD School. The PSCOC/PSFA should work closely with the District in this process and potentially develop draft Adequacy Standard Guidelines for 3-4 DD Facilities. (Phase 1b) For planning/design would follow and request state match for Phase 2 construction. It is anticipated that the multi-purpose game & equipment storage room would need to be larger due to the size & uniqueness of the equipment, possibly use the existing multi-purpose storage for the warmer kitchen & build a new storage room.

Alternative Option: Tear down school and replace entirely. This option, if found necessary, would be more difficult for the following reasons: This is a specialty function special education school. The cost will be at least \$275/ sf bringing the project to around \$12,375,000 (RISD Portion @ 28% \$3,465,000). This would be 15-25% over the cost to renovate and the district does not have this budgeted. Because this is a small urban site, and existing facility would first need to be demolished, students would need to be housed elsewhere. Portables on this site for 100% of population and still have room to build a new school would be difficult.

Facilities Master Plan: Updated in February 2013. The update reflected progress on active projects and identified Parkview Early Literacy Center as its top priority, for which it intends to bond for in 2015. The FMP 2013 acknowledges that Parkview Early Literacy Center is the District's highest ranked priority; however, it is not the District's highest NMCI ranked facility. Del Norte Elementary is NMCI ranked #6 while Mesa Middle School is NMCI ranked # 19. The FMP states that the FMP committee and District elevated Parkview over the other two schools since it had been previously listed on the District's 2011 GO Bond package. At the time of the 2011 bond election, however, the school was not eligible for PSCOC funding and as a result, the district put the project on hold. The District believes that making the school its top priority and applying for funds will fulfill promises made to the community in 2011, which will help maintain support for future GO Bond elections.

Maintenance Plan: FMAR average is 17 points above the Statewide Average and found adequate to expect full life out of their building systems. Because of the age continued functionality of their schools, this effective maintenance is not new to Roswell.

Audit: The district's FY12 audit contained 3 findings.

Notes: The Council reminded the district that there is state funding for Pre-K classrooms. The district replied that their Pre-K program is federally funded and do not feel that they would need additional funding for the program. This project will move forward as it was included in their local bond.

4. Subcommittee Reports

a. Awards Subcommittee Report

- **Roswell—Valley View ES**

Requesting phase 2 construction funding to complete renovation of the existing 34,316 gsf facility originally constructed in 1954, including: HVAC, windows, doors & frames, interior walls, insulation, roofing, etc. as well as a 2,560 gross square footage (gsf) media center

addition and a 6,988 gsf four-classroom kindergarten addition to adequacy. PSFA staff recommends that the PSCOC approve the state funding request totaling \$6,837,365 (72%) as requested to complete Phase II construction to adequacy. The district has in place their required additional funding amount totaling \$2,658,979 (28%) as submitted. The Awards Subcommittee has reviewed this request.

MOTION: Mr. Guillen moved for Council approval of the Awards Subcommittee recommendation to amend the 2010-2011 standards-based award to the Roswell Independent Schools to include out-of-cycle construction funding for renovations/additions of the existing facility to adequacy for 467 students, grades K-5, with a total increase in the state share amount of \$6,837,365 (72%), contingent upon an additional local share of \$2,658,980 (28%). There being no objection the motion passed.

- **Roswell—Goddard High School HVAC Emergency**

This request is for replacement of a 49 year old HVAC system which is rapidly becoming in disrepair. The high school currently has an enrollment of 1,033 students which will make the situation have one of the largest impacts within RISD. Due to the weather conditions in Southeastern New Mexico, a non-functioning HVAC system will make the environment extremely uncomfortable. The bulk of the students occupy the basement which without the HVAC system has no means of relieving CO2 levels and with 1,033 students it will not be long before the levels achieve dangerous levels. The Awards Subcommittee has reviewed this request.

MOTION: Mr. Guillen moved for Council approval of the Awards Subcommittee recommendation to make an emergency advance to the Roswell Independent Schools for Goddard High School to include design and construction funding for replacement of the HVAC system in the amount of \$10,500,000. District commits to repayment of the advance on the following schedule: FY14 - \$1,500,000, FY15 – \$2,000,000, FY16 – \$2,000,000, FY17 – \$2,000,000, FY18 - \$3,000,000. Since this is a subcommittee recommendation a second is not required. There being no objection the motion passed.

- **Chama—Escalante MHS**

MOTION: Mr. Guillen moved for Council approval of the Awards Subcommittee recommendation to amend the 2005-2006 Standards-Based Award to the Chama Valley Independent Schools for Escalante Mid-High School to include additional construction funding to replace the mechanical system in the form of an emergency state grant award of \$1,780,250 (100%).

Mr. Guillen informed the Council that the Awards Subcommittee spent a substantial amount of time in discussing this funding request. It is also related to the timing in hopes that the funding can get approved to complete the project before the beginning of the school year.

Mr. Robert Herron, PSFA Regional Manager for the Chama School District met with the district's personnel and maintenance staff last week to discuss what was proposed to the subcommittee regarding either moving the project to next summer to complete the work or begin now where some activities would continue past the school year which starts on August 19, 2013. The district staff requested to proceed this year with scheduled interior, duct repair, and drywall that would be done during the school year with the completion of

the project by October 2013. The testing and balancing would be completed after October. The district was unanimous in their support of the second option versus beginning the project next year.

Mr. Gorrell noted that when the PSFA conducted a site visit, it was the intent to have the system fully designed and proceed in the middle of May. Staff had a difficult time completing what was needed on the project because of unexpected delays. There is an agreement with the district which will require a partnership and the district needs to be onboard that Mr. Herron and the district will meet daily to move forward with the project. Mr. Gorrell stated that it may be more efficient to begin the project next summer rather than risk disruption after school begins. The contractor has ordered the materials at their own risk, and determined that they would need to go with the original schedule. The district has agreed verbally and committed in writing that they will meet that schedule. Mr. Herron will visit the district 3-4 days of the week to assure that the project is moving forward.

Council asked if the Chama District will repay their advance to the Council. Mr. Gorrell responded that the district was in arrears on their repayment, but that this request is for an additional grant. Council commented that that the district is forcing the project this late in the year. Mr. Gorrell stated that there is currently a temporary system in place. The staff has worked with the contractors and if the district cooperates as a team member, the project would move forward, although it is risky.

Mr. Guillen added that the Awards Subcommittee felt that the risk is okay to take so they would not have problems with the existing system and it is a good possibility that it would be fixed before the winter sets in. Mr. Herron agreed that there is concern but the contractor did proceed at risk with mobilizing which is significant portion of the project and have written checks to get the material needed prior to Council action.

Council asked how the contractor was selected. Mr. Gorrell responded that originally the district purchased the RS Means contractor through Cooperative Education Systems (CES). There was a misunderstanding between Mr. Gorrell and Mr. Herron and noted that PSFA required that the Gordian Group be used instead so there would be oversight of the units and pricing and there is no oversight with the RS Means with the unit pricing as with Gordian Group, there is oversight of the units and pricing. Mr. Gorrell informed the Council that the school is in its fourth year and was not completed because the contractor defaulted. Council asked if there are design issues with the mechanical system that the district is looking for reimbursement, or are these issues created due to lack of maintenance. Council also asked if the district is taking action against the surety that the contractor had. Mr. Gorrell responded that these issues have been reviewed as far as responsibility. Action has begun but there is still a question regarding the cost. As soon as the district enters into the contract, staff will identify what items will be taken care of that were in the original contract documents in which there is a liability. The biggest liability was the roof system and it has been completed. Mr. Gorrell reiterated that the current contractor was selected through CES that was established through an RFP process. The current contractor is Centennial and they have agreed to conduct the work for \$1.7 million. It was indicated that the district feels that the Council created their problem and they feel that the Council should fix it. Council noted that some members visited the district and the meeting is characterized as a recognition that the Council and PSFA contributed to the problem and Council also noted that the district

picked the contractor and the district had the responsibility to get at this unhappy spot. The staff suggested to the district that they front \$200,000 to enter into a preliminary contract with the contractor to get material ordered in mid-May. The district agreed but in meeting with their board, they decided not to front the advance which delayed the process.

Council noted that the district's position in early May was that it was the Council's fault and at the end of the meeting, Council felt that they had a recognition that the district and the Council were in it together. In approving the district's current request for funding, it would indicate that the Council is taking full responsibility of their issues. Mr. Gorrell stated that staff looked at the Honeywell contracts and the contractor has a responsibility to replace the broken coiling and were required to maintain the system. The district is unwilling to put requirements on the Honeywell contractors for reimbursement.

Council voiced concern that the district is not taking ownership in the above issues as it was their local choice and their contractor. Some Council members feel that the district indicates that the staff should carry the ball. The district is not stepping up to their responsibility. There is concern that if the Council does not step up, the project will not be completed and the students will suffer for this. The Council questioned why the district was not at the meeting. Mr. Herron took responsibility stating that he did not communicate with the district regarding the terms of the meeting in this manner and feels that if it was communicated that the district would have a different response. He stated that there is a lack of understanding by the district on how to maintain their facilities and their responsibilities. Mr. Herron stated that the work is contingent on a positive outcome of the action taken by the Council today. He stated that the contractor would pull off the job if the Council does not approve their current request.

MOTION: Ms. Ball moved that the Council postpone action until June 20th to allow the district to present before the Council.

Mr. Guillen cautioned the Council that not taking action on the above motion due to non-attendance by the district, as it was not a requirement that the district attend this meeting, would jeopardize the project in terms of the timing.

Mr. Abbey commented that if Council is 100% confident that this award completes the project, he would feel better about taking positive action. However, he is not confident the project would be complete. He requested a copy of the exchange between the staff and the district regarding the next steps to be taken on projects. Mr. Abbey also requested that staff cross-check the exchange with the district so the Council would be satisfied.

Mr. Herron indicated that the district is concerned about any action taken on the roofing project and comments made were valid opinions. However, there is a roof warranty in place..

Council noted that this issue is being presented as critical and need assurance that the district would not come before the Council for other projects that have not been identified in the action plan.

Mr. Gorrell noted that the maintenance equipment is a concern as there is a 3-year warranty to give the district training. The previous estimated cost was over \$1 million for the construction portion of the project. Mr. Herron explained that other items at the Escalante Middle/High School have been funded by the Council and are being tracked to conclusion. Mr. Herron stated district is just requesting funding for the mechanical and a contingency for anything related to the project. The Council asked for assurance that anything listed on the funding form would complete the project. Staff is directed to meet with the district to double check the list and get assurance that they agree. Mr. Gorrell stated that there is one item on the list that Mr. Casados, District Superintendent, did not agree to. The issue being the water pressure for Tierra Amarilla Elementary School, the district continues to monitor the system for further issues. He believes that it was determined that this project was tied into their own well rather than a domestic system when the system was first turned on. Mr. Herron noted that a mechanical contractor went to the district and provided a courtesy review of the system and discovered valves that were shut and other issues.

Mr. Guillen noted that action taken at the Awards Subcommittee was based on information provided by staff and has not had personal contact with district.

Mr. Herron contacted the district by phone. He presented an action plan he prepared in March 2013 based on the site visit with several Council members, district staff and the contractor. The items were reviewed individually and put the plan together with the understanding that this is the comprehensive list of items that are outstanding. He noted that during the meeting Mr. Abbey voiced concern regarding ongoing issues and wanted assurance that everything discussed was included on the plan. At that time the district agreed that everything that they knew of is included on the list. Upon speaking to Superintendent Casados, he indicated that he is willing to meet with the Council in a subcommittee meeting or PSCOC meeting in the future to review the plan and items included. Mr. Gorrell agreed that the plan presented to the Council were items reviewed on the site visit.

The Council asked Mr. Gorrell if the proposed action taken today would complete the Council's responsibility on the plan. Mr. Herron answered in the affirmative assuring the Council that the plan takes care of every item that the district has ever requested whether verbally or in writing.

Mr. Dennis commented that in consideration of saving the investment as put forward the Council has to insure that students do not go through another winter as they have been through.

Amended Motion: Mr. Guillen moved for Council approval to amend the 2005-2006 Standards-Based Award to the Chama Valley Independent Schools for Escalante Mid-High School to include additional construction funding to replace the mechanical system in the form of an emergency state grant award of \$1,780,250 (100%). Award is contingent on receiving a signed certification from the school board by the July 25, 2013 PSCOC meeting that completion of this additional work completes the list of deficiencies from the March 29, 2013 action plan that will facilitate an acceptance of the project by the district with no further involvement of the PSCOC and PSFA. Mr. Dennis seconded. Ms. Sharon Ball abstained from voting. By the majority of the vote, the motion carried.

- **Estancia – P12-009 Estancia Middle School – Phase 2 Construction**

This request is for construction funding to complete the renovation and partial replacement of the Estancia MS at the Estancia Municipal Schools Campus. The renewed facility is approximately 7,000 SF smaller than the existing. The existing gym is being renovated, while the academic core is being completely redone. The facility will have natural light, low maintenance polished concrete floors, continuous insulation, ground-source heat pump HVAC system and a standing seam metal roof. Significant site work is included in this project to correct drainage problems around the existing MS site. PSFA staff recommends that the PSCOC approve the state funding request totaling \$5,647,478 (69%) as requested to complete Phase II construction to adequacy. The district has in place their required additional funding amount totaling \$2,537,274 (31%) as submitted.

MOTION: Council approval of the Awards Subcommittee recommendation to amend the 2011-2012 standards-based award to the Estancia Municipal Schools for Estancia Middle School, to include out-of-cycle construction funding for renovation/replacement to the existing facility to adequacy for 150 students, grades 7-8, with a total increase in the state share amount of \$5,647,478 (69%), contingent upon an additional local share of \$2,537,274 (31%). Since this is a subcommittee recommendation a second is not required. There being no objection the motion passed.

- **West Las Vegas—WLV Family Partnership**

This request is for the construction phase award funds to supplement Planning & Design awards totaling \$ 269,724. Design is currently in Bid Documents phase. This request includes funds for demolition of the current Family Partnership facility. The amount of this request is based on actual cost following completion of proposal evaluations through a RFP process. PSFA staff recommends that the PSCOC approve the state funding request totaling \$1,622,114 (76%) as requested to enable award of the Construction Phase of this project. The district has their required additional funding amount totaling \$512,246 (24%).

MOTION: Mr. Guillen moved for Council approval of the Awards Subcommittee recommendation to amend the previous 2011-2012 award to the West Las Vegas Public Schools for West Las Vegas Family Partnership Middle-High School to include out-of-cycle construction funding to renovate the existing facility to adequacy for 80 students, grades 6-12, with a total increase in the state share amount of \$1,622,114 (76%), contingent upon an additional local share of \$512,247 (24%). The district is encouraged to update their PM plan and provide for continued enhancement of the use of FIMS. There being no objection the motion passed.

- **Bernalillo—Placitas ES Roof**

The district is requesting additional funds based on actual cost proposal received from the highest ranked contractor through the RFP process. The additional cost is due to unknown conditions at the time the estimate was provided. The project was solicited for RFP for construction and 4 proposals were received. The top ranked came in \$19,656 above what was anticipated. The district has funds to cover its share of the additional costs. PSFA staff recommends the PSCOC approve the request for additional state funds totaling \$8,255 (42%) to complete re-roofing to adequacy as originally intended. The District has their required matching funding totaling \$11,401 (58%).

MOTION: Mr. Guillen moved for Council approval of the Awards Subcommittee recommendation to amend the previous 2012-2013 roof award to the Bernalillo Public Schools for Placitas Elementary School based on actual cost to complete the work with an increase in the state share amount of \$8,255 (42%), contingent upon an additional local share of \$11,401 (58%). There being no objection the motion passed.

b. Administration, Maintenance & Standards Subcommittee

Mr. Dennis provided the Council with two different employee performance review and development plan formats requesting input by the June 20, 2013 PSCOC meeting.

5. Other Business

a. 2013-2014 Proposed Workplan/Timeline

Staff presented this item to the Council noting that both subcommittees have reviewed the workplan/timeline. Various dates were highlighted for changes in the timeline. It is noted that the timeline is still subject to change.

This report is for informational purposes only. No action is required by the Council.

b. PSCOC Strategic Issues

Mr. Dennis noted that a draft plan was submitted in April by staff asking for responses from the AMS Subcommittee. The subcommittee decided that this issue needs to be narrowed down to 5 items. A survey was developed and sent to all Council members for their input. Mr. Dennis is asking that the Council return the survey to identify the top five concerns to develop the strategic plan.

6. Director's Report

a. Status Reports

• PSCOC Project Status Report

Mr. Gorrell presented the Project Status Report to the Council, noting that the report was reviewed by the Administration, Maintenance & Standards Subcommittee. He highlighted the various projects in the report along with the projects that are moving forward and projects that are behind schedule.

This report is for informational purposes only. No action is required by the Council.

• Master Plan Project Status Report

Mr. Gorrell presented the Master Project Plan Report to the Council noting that the report was reviewed by the Administration, Maintenance & Standards Subcommittee. He highlighted various portions of the report.

In regard to the Deming School District, Mr. Gorrell noted that there is rumor that the district is considering moving to the new site. Staff followed up with the district's master planner and was informed that they are still going to the existing site. The staff is directed have the PSFA regional manager follow-up and validate. Mr. Berry explained that the day of the site visit the district called a full board meeting.

This report is for informational purposes only. No action is required by the Council.

- **Lease Assistance Report**

Mr. Gorrell presented the Lease Assistance Payment Report to the Council noting that the report was reviewed by the Administration, Maintenance & Standards Subcommittee.

This report is for informational purposes only. No action is required by the Council.

- **Red Flag Report**

Mr. Gorrell presented the Red Flag Report to the Council, noting that the report was reviewed by the Administration, Maintenance & Standards Subcommittee. It was noted that most of the projects are moving forward.

This report is for informational purposes only. No action is required by the Council.

Public Comments

There are no public comments at this time.

Adjourn

There being no further action to come before the Council that meeting adjourned at 5:00 PM.

David Allen Chair
7/25/13 Date