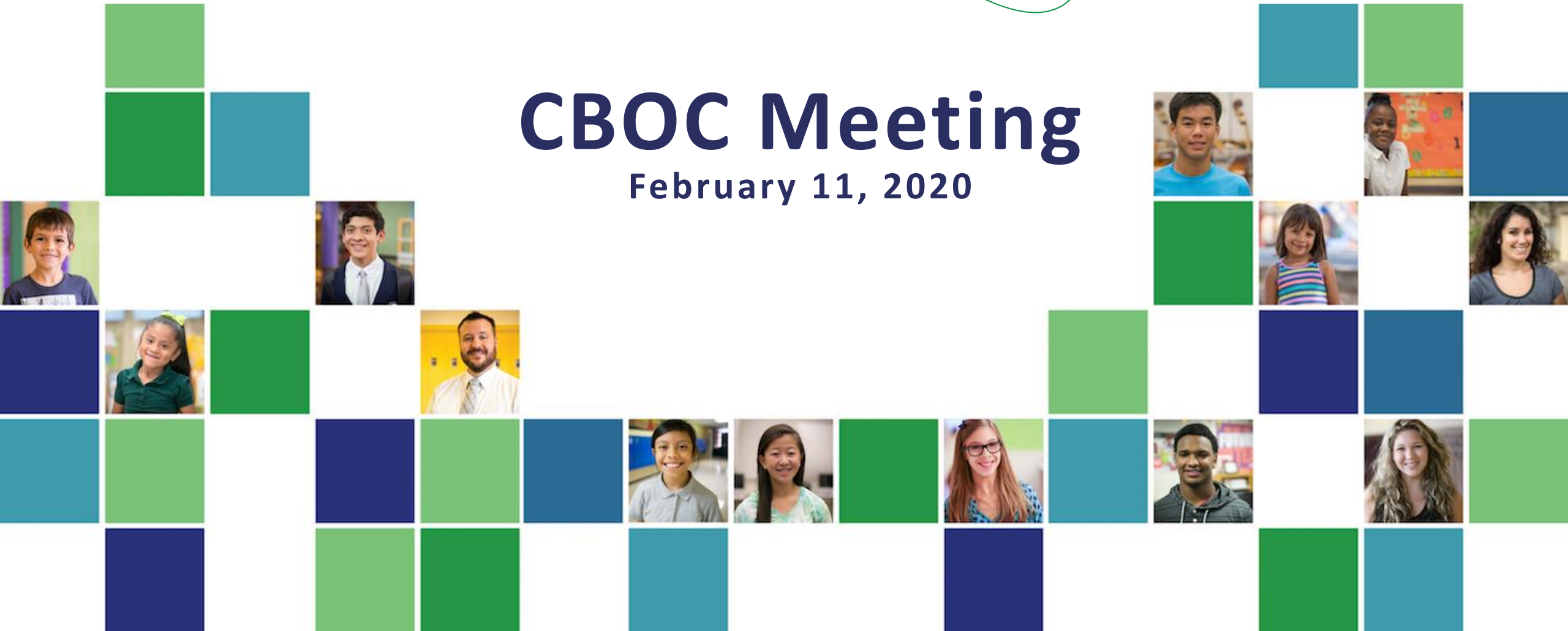




CBOC Meeting

February 11, 2020





AGENDA

1. **Call to Order**
2. **Public Comment**
3. **Approval of the Minutes**
4. **Routine Items**
 - 2017 & 2013 Bond Program
 - Issues and Risks
 - Substantial Changes
 - Monthly Bond Financial Report
 - Program Contingency Allocation
 - Explanations/Variance Report
 - Budget Overages
 - Discussion of Definition of “Substantial Scope Change”
 - HUB Report and Update
5. **New Discussion Items**
 - Review of Report to Board of Trustees
 - Update on Standard Operating Procedures for Construction Management, Historically Underutilized Business, Construction Procurement, Planning and Asset Management
 - Update on Brentwood Swing Space
 - Update on School Closures and Related Bond Allocations
 - Potential Future Items for Discussion
 - Draft Annual Calendar and Proposed Meeting Topics
 - Ceremonial Close Out of Previous Bond Program
 - Action Items Requested by the Committee
6. **Adjourn**



All regular and plenary meetings of AISD advisory bodies are open to the public.

If you would like to speak before a district advisory body during a regular meeting, please consult the [Communications and Visitor Guidelines](#), which can be found on the AISD website under [Advisory Bodies](#).

Public comment is limited to 10 minutes.



Approval of Minutes



Approval of Minutes from
January 21, 2020 CBOC
Meeting





Section Includes:

- 2017 & 2013 Bond Program
 - Issues and Risks
 - Substantial Changes
- Monthly Bond Financial Report
 - Program Contingency Allocation Explanations/Variance Report
 - Budget Overages
 - Discussion of Definition of “Substantial Scope Change”
- HUB Report and Update



Issues and Risks; Substantial Changes

Program Wide Market Escalation

- Austin is experiencing inflation in construction costs beyond projections at a rate up to 6% yearly. This includes increases in the cost of steel and concrete as well as other essential materials. In addition, Austin's continuous growth and influx of large construction projects, including 24 mid to high-rise projects in the downtown area alone, have increased the demand for labor and in turn, its cost. This, along with project specific enhancements, has directly impacted the projects included in this bond program.

LBJ Medical – Community Questions and Concerns

- AISD recently began receiving questions and concerns regarding the LBJ Medical project, some related to the change in Principal at LBJ ECHS. Interim Principal Shelia Henry assisted in progressing the design, before Principal Jon Bailey was announced. The project is on schedule and nearing the end of design development.

Murchison MS – Construction Disruption and Potential Change in Schedule

- When staff returned from the winter break, we received a few reports of disruptive odor, dust, and noise from construction. CMD inspected the site, conducted air quality testing, and has been meeting with staff on site regularly to address changes. Air scrubbers have been installed in areas of concern, and construction activities rescheduled to limit the disruptions.
- There will be a delay to the completion of the 6th grade addition primarily due to delays in site and building permit issuance. Work will continue on the re-sequencing of the library and renovation of the new admin areas to deliver by this summer. Overall project completion (all scope) remains as scheduled for December 2020.



Issues and Risks; Substantial Changes

New Blazier Relief - Access Issues and Schedule Impact

- Access to the school is pending construction of adjacent Baythorne Dr. by neighborhood developer Austin Goodnight Ranch, and AISD must vacate existing access easement for COA to permit Baythorne Dr.
- AGR anticipates to receive COA permit in the next few weeks followed by construction of Baythorne Dr. It was determined that AISD will fund the sidewalk at a cost not-to-exceed of \$25,000 as this sidewalk will be primarily used by the school.

Eastside Memorial ECHS - Budget Issues

- Previously, we informed the CBOC of an unfavorable bid, which came in 10% above the project construction budget (PCB).
- Reductions agreed to by the architect of record, general contractor and AISD staff which resulted in 5% cost reduction from the initial bid, included items such as decreasing the number of operable classroom partitions, replacing concrete for alternate engineered block at some retaining walls, changing HVAC equipment screening material, changing screen wall materials at the Central Utility Plant, changes storefront glass systems, replacing aluminum column covers with intumescent paint with corner guards and modifications to lighting plans.



Issues and Risks; Substantial Changes

18-0021-REAGN (Northeast Early College HS)

- Cost of Technology requirements are higher than expected. Academic Program is evolving. We are re-evaluating the scope of construction so that the total project comes within budget.
- Schedule could be impacted by 2-3 months, depending on the adjustments.
- This will not impact the function of the school or existing academic programs.

17-6014- AKINS

- Completion has been delayed due to issues with moving the water line easement, as well construction issues with leaks in the new water line. In addition, waterproofing issues were discovered during construction and a correction had to be made. We do not foresee any further delays.
- Final Completion moved from December 1, 2019 to February 28, 2020.

20-0029-BEDCK

- Part of the 2017 Bond Scope was to evaluate and make structural repairs in the crawlspace. While investigating, it was discovered that the structural problems were due to lack of proper ventilation. This also caused damage to hydronic piping and insulation.
- To correctly address the problems, mechanical ventilation is needed. Hydronic piping and insulation will then need to be replaced. The ventilation problem must be corrected before making repairs, and the hydronic repairs must be made to prevent failure of the HVAC system.
- To properly address these items, we estimate needing an additional \$600,000. Contingency money will be used for additional costs. The project is bidding in mid February and we will have a clear idea of the exact cost at that time. No schedule impact is anticipated at this time.



Monthly Bond Financial Report



- Program Contingency Allocation Explanations/Variance Report
- Budget Overages
- Discussion of Definition of “Substantial Scope Change”



Discussion of Definition of “Substantial Scope Change”

Substantial Scope Change Requiring CBOC Recommendation and Board Approval – Working Draft

A **substantial scope change, where CBOC recommendation and Board action is required**, is defined as a change in project scope, resulting in one or multiple of the following:

- Change in location that is different from stated purpose when the bond was ratified by voters
- Change in project type that is different from stated purpose that was presented when the bond was ratified by voters, i.e., from “build new school” to build and “performing arts center” to “buy land” or “replace turfs”

Definitions from January 2020 CBOC Meeting

- **Project Contingency** - Project contingency is a budget of money, held at the project level, that exists to mitigate against risk and uncertainty, and is used to ensure the delivery of each individual project. It is either planned and funded at inception, or built through contribution from within that individual project budget.
- **Program Contingency** - Program contingency is an account of money, held at the program level, that exists to mitigate against risk and uncertainty for the entire bond program, and is used to ensure the delivery of all projects within the program as scoped. It is either planned and funded at inception, or built through contributions from individual projects.
- **Bond Authorization Surplus** - Bond authorization surplus is an account of money or unused bonding authority, which begins at a zero balance at the start of the program, and receives contributions of surplus bond authorization as projects are completed under budget. Represents uncommitted funds, which can be used to fund new projects and/or scopes of work.



HUB Report and Update

January 2020 CBOC Update

The HUB Program is committed to advancing equity in contracting on which Historically Underutilized Businesses (HUB) can compete fairly and participate in construction related bond-funded projects.

The HUB team has been actively engaged in many areas of operations. The following is a summary of operational activities.

2017 Bond Program

HUB participation in the district's 2017 Bond Program is expected to meet and exceed HUB aspirational goals. The program is still in the beginning stages of implementing the 2017 Bond Program, with 40 projects underway. So far, the Architect/Engineering Design category has a total HUB participation rate of 59.3 percent (the goal for this category is 28.5 percent). In the Construction category, HUB total participation rate is 43.2 percent (the goal is 21.9 percent).

2013 Bond Program

The board of trustees adopted the formal HUB program in August 2016 and current goals applied to projects initiated thereafter. Even still, the 2013 Bond program exceeded district goals. The Architect/Engineering Design HUB category has a total participation rate of 47.2 percent (the goal for this category is 28.5 percent). In the Construction category, HUB total participation rate is 25.8 percent (the goal for this category is 21.9 percent).

HUB Outreach Efforts

One (1) outreach event was attended since our last CBOC meeting (see attached Outreach Report). Additionally, the HUB Program is in process of planning a spring outreach event to provide MBE/WBE/HUB firms upcoming construction and networking opportunities.



HUB Report and Update

District-wide HUB Program Recommended Aspirational Goals January 2020

| Historically Underutilized Business | Construction | Professional Services | Non-Professional Services | Commodities |
|-------------------------------------|--------------|-----------------------|---------------------------|-------------|
| African American (AA) | 1.7% | 1.9% | | |
| Asian/Native American (A/NA) | 1.9% | 7.4% | | |
| Hispanic (H) | 8.1% | 9.4% | | |
| Minority (MBE) | 11.7% | 18.7% | 10.3% | 12.9% |
| Female (WBE) | 10.2% | 9.8% | 10.2% | 8.6% |
| Total (MBE & WBE) | 21.9% | 28.5% | 20.5% | 21.5% |

NOTE: MBE total is cumulative of all ethnicities (AA,A/NA and H); WBE is not included in this total. Goals are derived from the 2016 Disparity Study data.



HUB Report and Update

HUB Participation Report - 2013 Bond Program

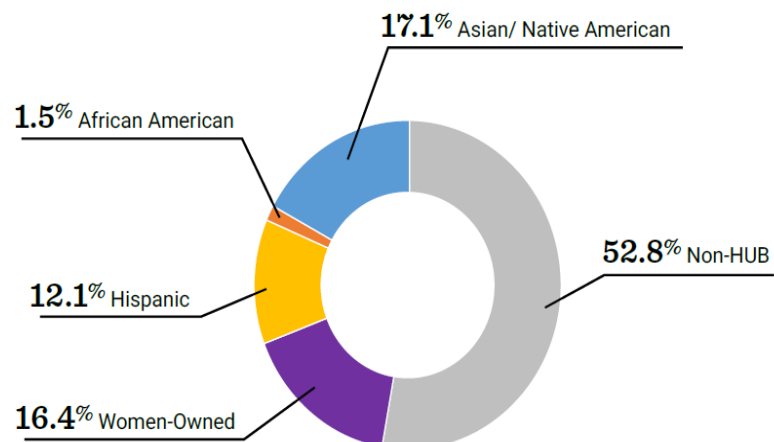
Beginning of current bond through the end of December 2019

Professional Services

| Category | Contracted Amount | Paid Amount | Paid Participation | Goal | Variance |
|-----------------------|-------------------|--------------|--------------------|-------|----------|
| African American | \$392,458 | \$378,793 | 1.5% | 1.9% | -0.4% |
| Asian/Native American | \$4,454,702 | \$4,273,153 | 17.1% | 7.4% | 9.7% |
| Hispanic | \$3,289,411 | \$3,019,607 | 12.1% | 9.4% | 2.7% |
| Women-Owned | \$4,506,114 | \$4,091,856 | 16.4% | 9.8% | 6.6% |
| HUB Total | \$12,642,684 | \$11,763,410 | 47.2% | 28.5% | 18.7% |
| Non-HUB | \$14,030,523 | \$13,171,726 | 52.8% | - | - |
| Total | \$26,673,207 | \$24,935,136 | | | |

Note: Numbers may not add due to rounding

Goals: Approximately 90% of projects paid participation took place prior to the formal HUB Program implementation 11/15/2016; goals were set only on 10% of A/E projects.



HUB Report and Update

HUB Participation Report - 2013 Bond Program

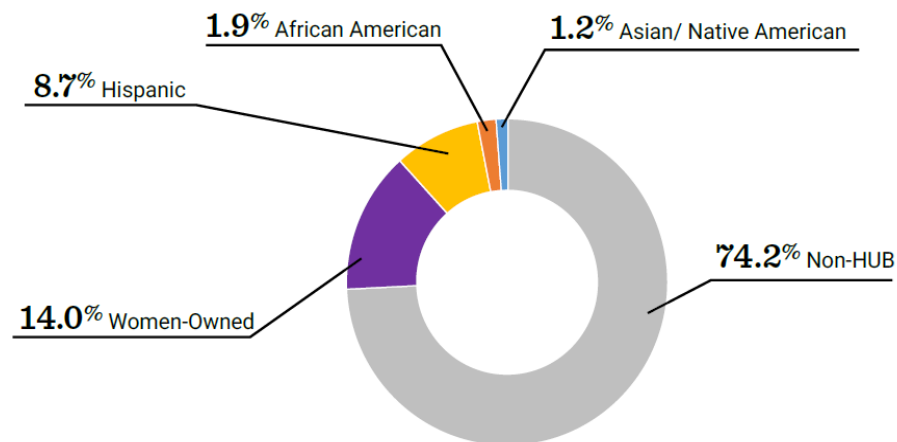
Beginning of current bond through the end of December 2019

Construction

| Category | Contracted Amount | Paid Amount | Paid Participation | Goal | Variance |
|-----------------------|-------------------|---------------|--------------------|-------|----------|
| African American | \$4,736,979 | \$4,736,979 | 1.9% | 1.7% | 0.2% |
| Asian/Native American | \$3,167,975 | \$2,933,309 | 1.2% | 1.9% | -0.7% |
| Hispanic | \$22,150,956 | \$21,171,633 | 8.7% | 8.1% | 0.6% |
| Women-Owned | \$35,521,471 | \$34,208,848 | 14.0% | 10.2% | 3.8% |
| HUB Total | \$65,577,381 | \$63,050,768 | 25.8% | 21.9% | 3.9% |
| Non-HUB | \$203,994,362 | \$181,076,164 | 74.2% | - | - |
| Total | \$269,571,743 | \$244,126,933 | | | |

Note: Numbers may not add due to rounding

Goals: Approximately 75% of projects paid participation took place prior to the formal HUB Program implementation 11/15/2016; goals were set only on 25% of construction projects.



HUB Report and Update

HUB Participation Report - 2017 Bond Program

Beginning of current bond through the end of December 2019

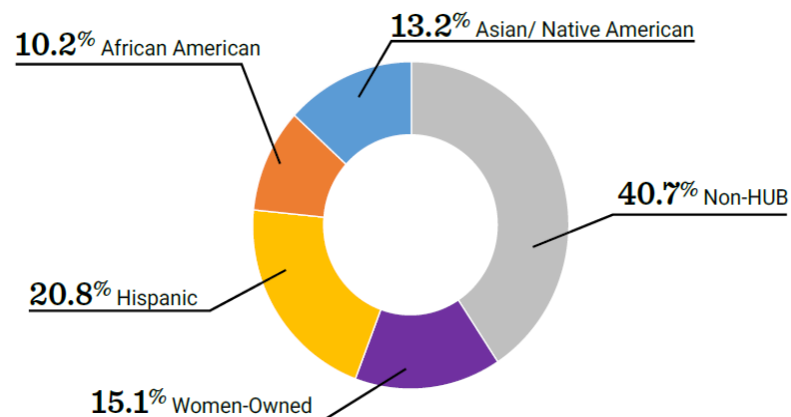
Professional Services

| Category | Contracted Amount | Paid Amount | Paid Participation | Goal | Variance |
|-----------------------|-------------------|--------------|--------------------|-------|----------|
| African American | \$3,312,668 | \$2,464,975 | 10.2% | 1.9% | 8.3% |
| Asian/Native American | \$4,268,450 | \$3,204,420 | 13.2% | 7.4% | 5.8% |
| Hispanic | \$6,910,083 | \$5,041,269 | 20.8% | 9.4% | 11.4% |
| Women-Owned | \$5,820,207 | \$3,655,483 | 15.1% | 9.8% | 5.3% |
| HUB Total | \$20,311,409 | \$14,366,147 | 59.3% | 28.5% | 30.8% |
| Non-HUB | \$26,471,674 | \$9,864,227 | 40.7% | - | - |
| Total | \$46,783,083 | \$24,230,374 | | | |

Note: Numbers may not add due to rounding

| Forecasted Budget | Contracted | % Contracted | % Paid |
|-------------------|--------------|--------------|--------|
| \$62,434,000 | \$46,783,083 | 74.9% | 38.8% |

Goals: Less than 39% of the forecasted budget has been paid. Goals are expected to be exceeded for all ethnic categories.



HUB Report and Update

HUB Participation Report - 2017 Bond Program

Beginning of current bond through the end of December 2019

Construction

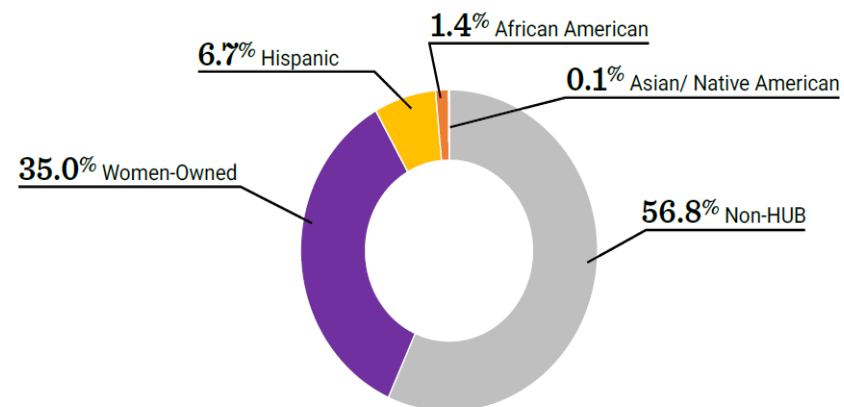
| Category | Contracted Amount | Paid Amount | Paid Participation | Goal | Variance |
|-----------------------|-------------------|--------------|--------------------|-------|----------|
| African American | \$604,852 | \$599,647 | 1.4% | 1.7% | -0.3% |
| Asian/Native American | \$38,340 | \$35,656 | 0.1% | 1.9% | -1.8% |
| Hispanic | \$4,811,926 | \$2,937,150 | 6.7% | 8.1% | -1.4% |
| Women-Owned | \$35,537,356 | \$15,243,495 | 35.0% | 10.2% | 24.8% |
| HUB Total | \$40,992,474 | \$18,815,947 | 43.2% | 21.9% | 21.3% |
| Non-HUB | \$152,260,336 | \$24,724,130 | 56.8% | - | - |

Total \$193,252,811 \$43,540,077

Note: Numbers may not add due to rounding

| Forecasted Budget | Contracted | % Contracted | % Paid |
|-------------------|---------------|--------------|--------|
| \$880,078,000 | \$193,252,811 | 22.0% | 4.9% |

Goals: Less than 5% of the forecasted budget has been paid. A/E Designs should be substantially completed prior to consultation commencing. Most construction is estimated to begin in early 2019.



HUB Report and Update

2019/2020 HUB Outreach Events Attended

1. Regional Hispanic Contractor Association (RHCA) LUNA Awards Planning Meeting – **July 26th**
2. Women's Business Council of Southwest (WBCS) – Business Exchange – **July 26th**
3. State of Texas Expo, "Legacy in the Making" – **August 6th**
4. Greater Asian American Chamber of Commerce (GAACC) – **August 12th**
5. Greater Austin Black Chamber (GABC) – **August 14th**
6. Greater Austin Hispanic Chamber of Commerce (GAHCC) – **August 21st**
7. Regional Hispanic Contractor Association (RHCA) 2019 LUNA Awards – **September 5th**
8. Texas Association of African American Chambers of Commerce – **September 19th**
9. Connect Forum – Greater Austin Asian Chamber of Commerce – **October 16th**
10. Regional Hispanic Contractor Association (RHCA) 2019 Luna Awards Luncheon and Conference - Dallas – **October 31st**
11. JE Dunn Minority Contractor Development (MCD) Austin Program Kick-Off and Stakeholder Luncheon – **November 8th**
12. Hispanic Austin Leadership Civic Engagement Session – Greater Austin Hispanic Chamber of Commerce – **November 12th**
13. Texas Comptroller of Public Accounts HUB Expo – **November 20th**
14. AISD State and Federal Fall Vendor Fair – **November 21st**
15. Travis County Bond Projects Forum – **December 4th**
16. Greater Austin Hispanic Chamber of Commerce (GAHCC) Annual Board Installation Luncheon – **January 7th**



New Discussion Items



Section Includes:

- Review of Report to Board of Trustees
- Update on Standard Operating Procedures for Construction Management, Historically Underutilized Business, Construction Procurement, Planning and Asset Management
- Update on Brentwood Swing Space
- Update on School Closures and Related Bond Allocations
- Potential Future Items for Discussion
 - Draft Annual Calendar & Proposed Meeting Topics
 - Ceremonial Close Out of Previous Bond Programs
 - Action Items Requested by the Committee



AUSTIN INDEPENDENT SCHOOL DISTRICT

COMMUNITY BOND OVERSIGHT COMMITTEE REPORT TO THE BOARD OF TRUSTEES

Please provide comments by
February 21st



MM/DD/YYYY



Update on Standard Operating Procedures – SOPs

| | Construction Management Department | Historically Underutilized Business | ProCon | Planning and Assets Management |
|---------------------|---|---|--|--|
| Complete and In Use | <ul style="list-style-type: none"> • Design Processes • Construction Processes • Closeout Processes | <ul style="list-style-type: none"> • Completed as of July 2019 | <ul style="list-style-type: none"> • Solicitation Training • Contract Training | <ul style="list-style-type: none"> • Boundary Change Process • Utilization |
| In Progress | <ul style="list-style-type: none"> • Project Management Information Systems (PMIS) • Project Communications • Contractor Badging • FF&E Procurement | <ul style="list-style-type: none"> • Under review for identifying opportunities for program efficiencies against best management practices | <ul style="list-style-type: none"> • Agenda Item Training • PO Maintenance | <ul style="list-style-type: none"> • Easements <ul style="list-style-type: none"> • Vacation and Creation |
| Progress Needed | <ul style="list-style-type: none"> • Contractor Key and Alarm Code Request • Contractor MDF Access | <ul style="list-style-type: none"> • Complete above review | <ul style="list-style-type: none"> • Documents Updated As Needed | <ul style="list-style-type: none"> • Leases/Facility Use |



Update on Brentwood Swing Space



Brentwood Elementary School Swing Space Update

February 7, 2020

Dear Brentwood Elementary School Families and Community,

Thank you to everyone who has shared their thoughts with us as we have worked to find the best swing space for the Brentwood school family.

We have looked carefully at each of the options, listened to your feedback and considered the cost, as well as the effects on students, staff and the surrounding community at each location. This is not a decision we take lightly.

At Tuesday night's meeting, district staff shared their findings with you and recommended using space at the Webb Middle School campus to house Brentwood students beginning next year.

Our superintendent, Paul Cruz, has carefully reviewed the possible implications of each move, and has decided that relocating to the Webb Middle School site is best suited to the needs of the Brentwood students and staff.

The campus is only about 2 miles from Brentwood, and the layout of the space will ensure that Brentwood and Webb students have their own sections of the campus to call home.

A Brentwood transition committee will now determine the details of the transition and the specifics about the swing space. We will also work to answer questions about transportation, after-school programs, transfers, enrollment, safety and more.

Thank you for your time and commitment to ensuring the best for your students and for all the students at Brentwood Elementary.



Update on School Closures and Related Bond Allocations

Austin Independent School District School Expenditures By Bond Program

Schools Affected by School Changes- Board action taken on Nov. 16, 2019:

1. Combine the enrollment boundary for Metz and Sanchez elementary, rezone students to Sanchez Elementary on completion of a modernized Sanchez. Transfer students currently enrolled at Metz or Sanchez will be provided a continuation transfer if requested.
2. Combine the enrollment boundary for Sims and Norman elementary, rezone students to Norman Elementary on completion of a modernized Norman. Transfer students currently enrolled at Sims or Norman will be provided a continuation transfer if requested.
3. Approve a boundary change for Brooke Elementary of students living south of Lady Bird Lake to Linder.
4. Combine the remaining enrollment boundary for Brooke and Govalle elementary. Students currently enrolled at Brooke will be provided a continuation transfer to Govalle if requested.

As of: January 21, 2020

| Org | School Name | | 2004 Bond | 2008 Bond | 2013 Bond | 2017 Bond | Totals By School |
|-----|-------------|--|-----------|------------|-------------|------------|------------------|
| | | | | | | to Date | |
| 124 | Metz | | 896,905 | 29,687 | 1,729,608 | 76,852 | 2,733,052 |
| 127 | Sanchez | | 1,562,664 | 49,469 | 2,010,280 | 1,473,920 | 5,096,333 |
| 150 | Norman | | 4,237,224 | 565,220 | 848,801 | 6,028,431 | 11,679,676 |
| 139 | Sims | | 959,900 | 37,669 | 1,995,249 | 64,178 | 3,056,996 |
| 108 | Brooke | | 1,195,811 | 559,047 | 122,016 | 8,146 | 1,885,020 |
| 160 | Linder | | 1,837,185 | 24,769 | 1,245,741 | 109,144 | 3,216,839 |
| 116 | Govalle | | 991,187 | 901,307 | 779,814 | 20,833,789 | 23,506,097 |
| 128 | Pease | | 377,988 | 32,997 | 2,230,277 | 34,176 | 2,675,438 |
| 145 | Zavala | | 729,778 | 170,706 | 1,533,733 | 7,763 | 2,441,981 |
| 109 | TA Brown | | 1,853,956 | 14,782,841 | * 2,117,401 | 9,114,504 | 27,868,702 |

The 2004, 2008 and 2013 Bond amounts were based on reports from Tririga.

The 2017 Bond amounts are from BOLT.

* TA Brown - 2008 Bond monies are being used to support 2017 Comprehensive project.



Potential Future Items for Discussion



- Draft Annual Calendar and Proposed Meeting Topics
- Ceremonial Close Out of Previous Bond Program
- Action Items Requested by the Committee



Draft CBOC Annual Calendar

CBOC PLANNING AND EVENTS SCHEDULE – Working Draft

| | Meeting/Tour Date | Meeting Subjects | Reporting | Milestone Ceremonies | Board Date | Other Key Dates |
|---------------|-----------------------------|---|--|--|--------------------------------------|-------------------------------|
| February 2020 | February 11 CBOC Meeting | 1. Agenda pending | Semi-Annual Board Report, including quarterly materials | <ul style="list-style-type: none"> TBD, Govalle ES Opening Event | February 24 Regular Board Meeting | |
| March 2020 | March 10 CBOC Meeting | 1. Technology Update 2. HUB Deep-dive 3. Overview of Stakeholder Satisfaction 4. Other Subject TBD | Issues and Risks Substantial Changes Financial Reports | <ul style="list-style-type: none"> FEB 20, Sanchez Elementary School Groundbreaking | March 30 Regular Board Meeting | March 16 - 20 Spring Break |
| April 2020 | April 14 CBOC Meeting | 1. EWaS Update 2. Ceremonial Closure of 2004 Bond Program 3. Other Subject TBD | Issues and Risks Substantial Changes Financial Reports | | April 27 Regular Board Meeting | |
| May 2020 | May 12 CBOC Meeting | 1. Life Safety Update 2. Bond Communication 3. Stakeholder Satisfaction Results 4. Other Subject TBD | Quarterly Report | | May 18 Regular Board Meeting | May 28 Last Day of School |
| June 2020 | June 9 CBOC Meeting | 1. Transportation Update 2. Auditor Update 3. Other Subject to TBD | Issues and Risks Substantial Changes Financial Reports | | June 15 Regular Board Meeting | |

- What is missing that is needed to satisfy the CBOC charge?
- What modifications, adjustments, or changes should be made?
- Is the frequency (rotation) of topics appropriate?
- Please provide comments by February 21st





THANK YOU

