

**Horry County Board of Education**



**Facilities Committee Minutes**

**Thursday, August 27, 2015**

Facilities Building, 1160 E. Highway 501, Conway, SC

**Board Members Present:**

Neil James, Facilities Committee Chairman  
Holly Heniford

**Staff Members Present:**

Dr. Rick Maxey, Superintendent  
Mary Anderson  
Sandy Barfield  
Edward Boyd  
Teal Britton  
Daryl Brown  
Joe Burch  
Jeff Carland  
Carolyn Chestnut

Roger Dixon  
John Gardner  
Kenny Generette  
Leann Hill  
Mark Koll  
Dennis McCrary  
Boone Myrick  
Greg Sponseller  
Mark Wolfe

**Welcome**

Mr. James called the meeting to order at 4:32 p.m. He asked that everyone introduce themselves for the record.

**Acknowledge Compliance with FOIA**

As required by SC Law 30-4-80, local news media were informed of the date, time, place, and agenda of this meeting. Copies of the agenda were posted at the district office and distributed to schools for posting.

**Review and Approval of Agenda**

Ms. Heniford moved to approve the agenda as published. Mr. James seconded the motion. The motion carried.

**Review and Approval of Minutes**

Ms. Heniford moved to approve the minutes of June 15, 2015. Mr. James seconded the motion. The motion carried.

## **Board Approved Facilities Plan**

John Gardner presented and reviewed the 11 year cash flow plan which included the new projects as requested by the Board on July 28, 2014. Mr. Garner explained that there would be a surplus of about \$4 million which could be used to fund additional projects. Mr. James noted that the cash balance is based on assumptions and asked what amount Mr. Gardner felt comfortable leaving in reserve. Mr. Gardner explained that the amount currently listed is a good, conservative number that both he and the financial consultant used by the District, Brian Nurick, agree with.

## **Budget Review: Equipment and Furniture**

Mr. Wolfe reviewed the budget and inventory status for equipment and furniture. He noted that Ms. Barfield has saved the District \$40,000 so far this year by redistributing furniture rather than purchasing new furniture. However, with continued growth of the schools, the need for furniture has grown as well. The current budget has a furniture and equipment budget of \$85,000 annually which is inadequate for the demand. Mr. Wolfe also mentioned that several vehicles are nearing the end of their life span. Mr. James agreed that the budget appears to be inadequate and asked that projections be brought to the next meeting so that the Committee may review it before sending it to the full Board. In addition to the equipment and furniture, staff should present a proposed plan for fleet vehicle replacement.

## **NMBM/ME Additions & Renovations IPD Update**

Mr. Wolfe briefly updated the Committee on the status of the North Myrtle Beach Middle and Midland Elementary additions and renovations. Mr. Wolfe noted that the solicitation for architects has been issued and the solicitation for general contractors will be issued shortly. Once selected there will be one architect and one general contractor for each school, North Myrtle Beach Middle has a projected completion date of December, 2016 and Midland Elementary has a projected completion date of October, 2017. Mr. Wolfe noted that Midland Elementary requires more demolition and removal of critical functions (cafeteria and administration areas) which makes it a more complex process to keep the school functioning during renovations.

Mr. James asked if a large response was expected from the solicitations. Mr. Wolfe answered that a strong response is expected. Mr. Burch was asked to follow up with the Board at Santee Cooper regarding the land since we have not heard back as of yet.

## **Consideration of NMBH Delivery Method as IPD**

Mr. Wolfe requested that the Committee consider an Integrated Project Delivery method for the renovations at North Myrtle Beach High. This delivery method will work well with the complexities of the renovation. The school must remain in operation during the renovation work. Ms. Heniford asked if this delivery method will alleviate many of the unforeseen problems associated with the renovation. Mr. Wolfe explained how helpful the collaboration aspect of this delivery method would be during the process with the input from a general contractor on schedule and cost during the architect's design. Mr. James asked if this change would impact the budgeted price. Mr. Wolfe answered that there should

be no change in the budget, and the general contractor would most likely be held to a guaranteed maximum price (GMP).

Ms. Heniford made a motion that the request for delivery model change to Integrated Project Delivery to present to the full Board for consideration. Mr. James seconded, motion carried.

Mr. James asked if the schedule would be impacted by this change. Mr. Wolfe explained that the schedule shouldn't be a problem as there is some flexibility built into the schedule.

### **New MBM School Site**

#### **1) Update on Meeting with Myrtle Beach City Council on August 11, 2015**

Mr. Wolfe updated the Committee on the recent meeting at which traffic congestion was discussed. The City will be reviewing exterior design and would like the District to remain involved in traffic planning.

#### **2) MBFLC Existing Use Displacements (Fall 2015?) and Options Being Considered**

Mr. Wolfe updated the Committee that the tenants have been given notice that they may be displaced when renovations begin. He added that all possible accommodations will be made. Mr. James and Ms. Heniford agreed that the discussion of providing space for non-HCS tenants should be reviewed at the board retreat.

#### **3) Planning for Modifications to Current MBI and MBM (Summer 2017) to Accommodate School Shifts**

Mr. Wolfe explained that students will need to be moved from Myrtle Beach Intermediate to Myrtle Beach Middle and programs from Myrtle Beach Family Learning Center to the intermediate school. This will require small to moderate modifications at each school to accommodate the students.

### **Loris Education Center**

Mr. Wolfe updated the Committee on the disposition of the Loris Education Center. Mr. Wolfe asked that the Committee allow staff to investigate the potential of donating the facility to the City of Loris. Mr. James added that he would like to see this project move along. Ms. Heniford moved that the staff investigate the potential of donating the facility to the City of Loris. Mr. James seconded, motion passed. Mr. Burch added that the City plans to discuss this topic at their fall retreat meeting.

### **Socastee High Track Renovations**

Mr. Wolfe shared with the Committee some enhancements that he recommends be made to the Socastee High School track. He noted that originally, the project was planned as a cost-saving project to simply resurface and stripe. During the course of this work, it was determined that the subgrade was unsuitable. In addition, this is the only non-metric track in the District. Mr. Wolfe requested that the

Committee approve the improvements needed such as improving the base and converting to metric striping.

Ms. Heniford asked about the costs associated with these improvements. Mr. Wolfe explained that the cost of about \$240,000 is not much of a variance from what would have been spent had this been the scope of work planned from the beginning.

Ms. Heniford moved that the issue be deferred to the full Board for consideration. Mr. James seconded, motion carried. Mr. Gardner added that reserve funds could be used for this project.

### **Discussion of Ongoing Facility Inspections**

Mr. Wolfe updated the Committee on the routine inspections currently underway. Mr. James confirmed that records of the inspections are kept on-site at each location and at the District Office.

### **Removal of Wall-Mount TVs District Wide**

Mr. Wolfe informed the Committee of the ongoing removal of wall-mount televisions. He noted that most of the units being removed have been used most recently as clocks. The elimination of these TVs will save thousands in energy costs. Mr. Sponseller, Sustainability Analyst, added that the energy savings and recycling the units will cover the costs of removal.

Mr. Sponseller also shared information on other recycling programs currently being administered in the District. A new pilot program this year at River Oaks Elementary, Burgess Elementary and Ocean Bay Elementary has started commercial-scale composting programs which has eliminated about a ½ ton of waste in one day, increased operational efficiency in the cafeteria, and resulted in cost savings at each school. Plans are for the program to become a District-wide effort. In addition, at River Oaks Elementary, bagged trash was reduced from about 22 bags to 4 per day.

Mr. James asked Mr. Sponseller to present this information at the next Board meeting.

### **Facilities Building Roof Update**

Mr. Wolfe showed a few photos of the current roof conditions at the Facilities building. There are several concerns, including rusting internal gutters, rust, and cracking which is causing the furniture warehouse to flood. After a brief discussion, Ms. Heniford moved that in an effort to protect our investment, potential repairs to the Facilities building, and funding sources, be presented at the next Board meeting.

Mr. James added that the consideration of consolidation to one structure be considered as well. Mr. Gardner added that reserve funds could be used for this project.

### **Potential Capital Changes**

### **HCS' Library for Technical Specifications & Proposed Addition of a "Guidelines" Section to Our Current Educational Specifications**

Mr. Wolfe explained to the Committee that previously, the staff was charged with maintaining technical specifications and keeping them updated. He proposed that a separate section is created to be used as a guideline. This would combine all design information into one document and allow the guidelines to be given to architects, which puts the burden of compliance and keeping the technical specifications up-to-date on the architects.

Ms. Heniford moved that the proposal be presented to the Board for their consideration. Mr. James seconded, motion carried.

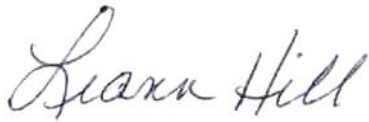
Mr. James requested that the Committee establish a regular meeting schedule. It was agreed that the members will discuss a schedule to align with Board meetings.

Ms. Heniford asked about canopy projects. Mr. Wolfe updated the Committee that the project is ongoing and specifications are being reviewed. He noted that there has been a code change and new structures must be 155 mph wind compliant. Mr. James asked if the canopies will be installed leading to the modular classrooms. Mr. Wolfe said that he would research the cost and report back to the Committee.

#### **Adjournment**

Mr. James adjourned the meeting at 5:46 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Leann Hill".

Leann Hill  
Administrative Asst. – Support Services

**Approved: November 2, 2015**