

# Horry County Board of Education

## Facilities Committee



## Facilities Committee Meeting Minutes Monday, January 25, 2021

### Board Members Present:

Neil James, Facilities Committee Chairman  
Ken Richardson (Serving in John Poston's absence)  
Sherrie Todd, Facilities Committee Member

Shanda Allen  
Howard Barnard  
James Edwards  
Janet Graham  
Ray Winters

### Staff Members Present:

Velna Allen  
Mary Anderson  
Lisa Bourcier  
Daryl Brown  
Joe Burch  
Keanne Chisolm

John Gardner  
Kenneth Generette  
Leann Hill – virtually  
Boone Myrick

### Media Present:

David Weissman, The Sun News  
Christian Boschult, My Horry News  
Katie Powell, My Horry News

*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

Mrs. Todd moved to approve the agenda as presented. Mr. Richardson seconded the motion. All voted in favor of approving the agenda. Motion passed.

### Review and Approval of Minutes

Mrs. Todd moved to accept the minutes of December 7, 2020, as presented. Mr. Richardson seconded the motion; all voted in favor. Motion passed.

## **Discussion**

### **Construction Projects Update**

Mr. Brown presented a narrated video update of the following items:

- Pee Dee Elementary Loop Road
- Tennis & Track
- SOAR Academy
- FBE Boiler

#### **Pee Dee Elementary Parent Loop Road**

The parent loop road construction at Pee Dee Elementary is complete and in operation. Vehicle traffic should now be cued on site and not on the main highway.

#### **Tennis and Track**

The new courts at Conway High School, Green Sea Floyds High School, and Carolina Forest High School are paved and all fencing and lighting is installed. We are waiting on a favorable weather window to install the final surfacing. At Loris track the final surfacing is complete and lane striping will be installed soon. Construction at St. James High and Carolina Forest High tracks continues, with grading and paving activities underway.

Mr. Burch noted that the wet winter has hindered progress on the Tennis and Track projects, delaying paving at St. James High School.

Mr. James asked if additional fencing was required at any of the new tennis/track sites. Mr. Burch answered that no additional new fencing was typically needed although some older fencing needed to be replaced. He added that Phase 2 will be put out to bid soon.

#### **SOAR Academy**

The roofing systems at SOAR are complete and final roof coverings are being installed. Exterior brick work is nearing completion and interior above-ceiling work is underway.

Mr. Burch added that everything is progressing well at SOAR Academy and hopefully we will get some favorable weather conditions over the next few weeks to help us with the site work.

#### **Forestbrook Elementary School Boiler**

Mr. Burch also updated the Committee on the new boiler as requested in August for Forestbrook Elementary School. The unit was installed recently and everything is operating as planned.

### **Facility Condition Assessment and Planning**

Mr. Brown explained that a comprehensive Facility Condition assessment was last completed in 2012 and it would be beneficial to conduct a new assessment. He asked Mr. Burch to present the supporting documentation he has compiled.

Mr. Burch shared with the Committee that as HCS prepares for new facility construction, existing facility renovations, and sustainment & upkeep projects for the next decade, consideration should be given to the following efforts: Facility Condition Assessment (FCA), Capital Forecasting Software, Floorplan and Critical System Creation in a Digital Space Platform. He added that while there are other factors, these

establish a strong facility assessment and digital platform integration. The data collection for the FCA would include a visual, non-destructive inspection of all buildings, utilize background data provided by the district, utilize a team of experienced professionals, and identify any life safety or ADA non-compliance issues. An electronic report of findings would be provided to HCS. He noted that the specifics of the RFP Scope of Work and level of detail requested for all building systems will be discussed at a later meeting. The RFP would be posted in May or June. The assessment and data collection would take about 8-10 months during the 2021-22 fiscal year.

Mr. James asked if the overall assessment will include a critical infrastructure component and would it be presented in the same manner. Mr. Burch answered that there are some advantages to continuing with the reporting format currently used, although there is a level of detail not captured that may be beneficial to include. He also noted that future discussions would include developing a grading system to rank the results of the assessment. Mr. Brown welcomed the suggestions and added that all of the suggestions and comments provided during these meetings will be compiled and discussed by this Committee to develop the RFP.

Mr. James stressed the importance of including auxiliary structures such as modular and athletic buildings. Mr. Burch agreed and stated that he believes that the modular structures would be listed separately so that each building could be properly evaluated. He added that the athletic structures could be included in this assessment or a separate all-encompassing athletic assessment could be conducted in the future, using firms with athletic expertise.

Mr. James then asked if the timeframe will allow adequate planning time to have projects ready to go in 2025 with the anticipated renewal of the penny sales tax. Mr. Brown answered that these conversations and planning are critical steps to meeting that goal. Mr. Burch added that this is one phase of that effort, another phase might be how we address new facilities. He noted that this is the time to start this process since the data will help guide us with the needs and growth elements of future projects.

Mr. Brown commented that staff is proposing funding the project, estimated to be about \$800,000 - \$1,000,000, from the Building Modification and Sustainment Fund.

Mr. Burch then explained that one additional effort to consider is the importance of Capital Forecasting Software (CFS) and Computer-Aided Design (CAD) software as part of the data collection and planning process and could be included in the Scope of Work. He noted that CAD drawings exist for many of our schools and PDF scans were made of all blueprints that were available at the time of the 2012 FCA process. The goal is to collect, verify, and digitize all drawings in CAD format. Mrs. Graham asked if any of the drawings are proprietary. Mr. Burch answered that all sensitive information would be kept confidential. Mrs. Graham asked if the CAD classes could assist with the project. Mr. Brown and Mr. Burch explained that due to the scale of the project and the turn-around time it is unlikely that classes offered at our schools could execute the project.

Mr. Burch continued to explain that additional efforts to consider include updating the Education Specifications/Design Guidelines which were also done in 2012 as a part of the prior FCA. He stressed that this may need to be done prior to the construction of any new facilities and will tie to the scope of work for renovations or additions. It will require coordination through appropriate departments, administration, and the Board. Mr. James commented that when the Ed. Specs were created there was copious amounts of input, which made the process difficult to move forward. Mr. Burch agreed and noted that this process should be easier since we have a good starting point, whereas last time they were being created from scratch. Mr. Brown added that conversations regarding the Ed. Specs could begin soon with various contributors such as department heads, using a virtual platform.

Mr. Burch suggested that the Ed. Specs be reviewed internally with assistance of report preparation and integration of FCA data being a part of the RFP. The Committee agreed that staff should move forward with this plan, with additional conversations being held at future Facilities Committee meetings.

### **Modular Classrooms**

Mr. Burch presented the Committee with a proposal to purchase/install additional modular classrooms at Carolina Forest Elementary School (CFES), Ocean Bay Elementary School (OBES), and River Oaks Elementary School (ROES). He noted that while it is hard to predict enrollment numbers for next year, these were already planned for these locations. Since these units are needed for enrollment needs going forward, purchasing them now will ensure the set contract price since the current contract is set to expire in May of 2022. These units could be moved should the need be greater at another school. The cost estimate, usually funded from the reserve fund, is \$3.1 million to place 2 units at CFES, and 6 units each at OBES and ROES.

Mr. James asked what information the Board Members would like to have in order to make a decision on the proposal, such as enrollment projections, anticipated housing construction, and capacity figures. Mr. Burch answered that we have that data but the unknown is how many students will return to brick and mortar. He added that other districts are predicting 85-90% will return to the classroom next year. Mr. James requested that capacity estimates be brought back to the next meeting based on 85% and 90% returning to the schools. Mr. Winters added that home prices in the Carolina Forest area are attractive to young families which will likely result in increased enrollment for the next few years.

Mr. Richardson asked for clarification regarding the expiration of the contract. Mr. Burch answered that the current contract locks in the price as long as the order is placed before the end of the contract, and it is anticipated that costs will increase similarly to construction costs.

Mrs. Graham asked if the census data is available from the 2020 census. Mr. Burch said that he believes we will begin seeing that later in the year or in the fall, noting that some deadlines were extended due to the pandemic which will delay the data.

Mr. Barnard asked about the cost of leasing versus purchasing. Mr. Burch explained that modular classrooms had been leased in the past which brought several challenges. Mr. Barnard requested a cost analysis of leased versus purchased units. Mr. Burch added that in the past units have been purchased at the end of the lease because the units were still needed either at that location or at another school.

Mr. Edwards asked if all the units' floor plans are similar. Mr. Burch explained that they are classrooms structures that can be joined together and, depending on the number of rooms, include bathroom facilities.

### **Construction Cost Updates**

Mr. Brown reminded the Committee that Construction Cost changes had been discussed at prior meetings, and Mr. Burch has additional information to share.

Mr. Burch explained that he recently attended a webinar on the RSMeans data changes for 2021. RSMeans is a leading construction cost estimating clearinghouse that focuses on non-residential construction. He went on to explain that there has been an increase in costs this year for lumber and copper, with steel and roofing decreasing slightly. The forecast for non-residential is a 4% increase,

which is reasonable given that COVID has increased time and labor costs, and it should be factored into project estimates.

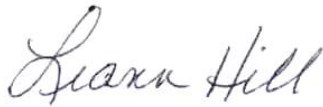
Mr. James asked if these increases were in line with projections made for the cost of SOAR Academy. Mr. Burch answered that he felt they would have been comparable, noting that other factors were also factored in such as design modifications.

Mr. James stressed the importance of estimating future projects appropriately, and wondered if a 5% increase should be factored to be on the safe side. Mr. Burch agreed and noted that while he has heard of several forecasts using that estimate, it will also have a bit of sticker shock for some. The Committee members agreed that using a 5% escalation rate is reasonable and all would rather overestimate than come in over budget. Mr. Burch will recalculate the cost escalation based on a rate of 5% for a future meeting.

## **Adjourn**

Mrs. Todd moved to adjourn, seconded by Mr. Richardson; all voted in favor. Motion passed.

Respectfully submitted,

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

Leann Hill  
Administrative Asst. – Support Services

**Approved:** \_\_\_\_\_