

# Horry County Board of Education

## Facilities Committee



## Facilities Committee Meeting Minutes Monday, July 23, 2018

### Board Members Present:

Neil James, Facilities Committee Chairman  
Janet Graham, Facilities Committee Member  
Holly Heniford, Facilities Committee Member  
Pam Timms, Facilities Committee Member  
Sherrie Todd, Facilities Committee Member  
Ray Winters, Facilities Committee Member

Shanda Allen  
David Cox  
Chris Hardwick

### Staff Members Present:

Dr. Rick Maxey, Superintendent  
Velna Allen  
Mary Anderson  
Lisa Bourcier  
Daryl Brown  
Joe Burch  
John Gardner  
Kenneth Generette

Leann Hill  
Mark Koll  
Dennis McCrary  
Boone Myrick  
Davida Rohlf

### Media Present:

Christian Boschult, The Sun News  
KYLE IVES, WMBF  
Katie Powell, Horry Independent  
Chris Spiker, WBTW

### Others Present:

Robbie Ferris, FFEP  
Erin Haney, Brandon Agency (FFEP)  
James Rice, FFEP

1 community member

*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

Mr. Winters moved to approve the agenda as presented. Ms. Timms seconded the motion. All voted in favor of approving the agenda. Motion passed.

### Review and Approval of Minutes

Mr. Winters moved to accept the minutes of the May 21, 2018 meeting, as revised. Mrs. Todd seconded the motion; all voted in favor. Motion passed.

Ms. Timms moved to accept the minute of the June 18, 2018 meeting, as presented. Mr. Winters seconded the motion; all voted in favor. Motion passed.

### **Punch List Update – North Myrtle Beach High School, North Myrtle Beach Middle School, and Midland Elementary School**

Mr. Wolfe provided a quick update on status of the North Myrtle Beach High School punch list, noting that virtually all items were complete. He added that there were a few minor items such as lettering on the building that will be completed before the start of school. Mr. James asked if all items would be completed by August 1<sup>st</sup>. Mr. Wolfe confirmed that the items would be completed by August 1<sup>st</sup>.

Mr. Wolfe informed the Committee that the building renovations at North Myrtle Beach Middle School are complete, and the soccer fields will be addressed later in the meeting.

Midland Elementary School's traffic loop and playground have been completed, with only clean-up and landscaping work remaining. Mr. Wolfe noted that those items will be completed by August 17<sup>th</sup>. He added that the Office of School Facilities (OSF) has scheduled an inspection for that date. Mr. James asked why the work would not be completed by August 1<sup>st</sup>. Mr. Wolfe clarified that the majority of the work is complete and that OSF is unavailable to complete an inspection until the 17<sup>th</sup>. Mr. James requested that staff press the builder to have the work done by August 1<sup>st</sup>.

### **Punch List Update –Ten Oaks Middle School, St. James Intermediate School, Socastee Elementary School, Myrtle Beach Middle School, and Socastee Middle School**

Mr. Wolfe opened the discussion by noting that representatives from First Floor are present to answer any questions, as well as members of Facilities staff. He explained that a list of items being discussed was shared with First Floor prior to the meeting. While some items are general finish work items, other continuing issues are more technical. Mr. Wolfe detailed the number of punch list items that remain open as of 1:45pm on July 23<sup>rd</sup> by School: 98 at Ten Oaks Middle School, 138 at St. James Intermediate School, 107 at Socastee Elementary School, 198 at Myrtle Beach Middle School, and 270 items at Socastee Middle School.

Mr. James asked about Socastee Middle School and referenced the minutes of prior meetings where it was stated that the school would be used as a model to determine best practices for the other schools, and that the list for that school would be completed in May. Mr. Rice of First Floor responded that the addition of some items to the list, A/C commissioning issues, and complications with sub-contractors have all contributed to delays. He added that First Floor is committed to completing the work on time.

Mrs. Todd asked for clarification on the list of items, specifically if the items are major. Mr. Wolfe explained that he will go over the continuing major items and asked Mr. Koll to address the other items. Mr. Koll stated that many of the items are fairly minor and reiterated that sub-contractor issues have contributed to the delays. He added that that Socastee Middle School has not had proper A/C testing, and of concern is how the system will react when the students are in the building.

Mr. Ferris shared that many are “fit and finish” items that can be completed easily. Regarding the testing, he noted that First Floor started getting data within the past two weeks, and the optimization process will help reduce the number of outstanding items. Mr. Ferris also noted that acceptable materials for the expansion joints has been identified and ordered, with installation expected in the beginning of August. He added that they are working on the challenge of fixing the rise of the long steps up to the stage which is currently not meeting code requirements. Mr. Wolfe noted that testing data was available previously through a query of the system, which staff utilized to access data.

Mrs. Todd asked if testing Socastee Middle School should be the top priority before school starts. Mr. Wolfe answered that due to a lack of success with test and balance reports and functional performance testing, the process may not be completed before school opens. He added that adjustments are being made, but more testing may be required.

Mr. James expressed concern that the number of items far exceeds the number of days until the August 1<sup>st</sup> deadline, and asked about the amount of resources available to meet the deadline. Mr. Rice answered that crews have been working diligently, even weekends, to meet the deadline. Mr. Ferris added that some items that were not on the original punch list will be completed and were included in the item count presented by staff.

Ms. Heniford asked if the items were related to building code requirements or cosmetic, and would they prevent occupancy. Mr. Ferris answered that most of the items are “fit and finish” items, and only a small amount were building code related, and would not prevent occupancy. He added that the majority of commissioning should be complete by August 4<sup>th</sup>, and the optimization process usually lasts about two years.

Mr. James asked for confirmation that all schools had passed OSF inspection. Mr. Ferris confirmed that they had all passed inspection.

Mr. Brown asked for an update on the on-going door hardware issue at Myrtle Beach Middle School. Mr. Koll stated that since HCS took occupancy of the first school about a year ago, there have been conversations with First Floor and Metcon regarding the fit and finish of the exterior doors which are still not latching properly. This item is included on the punch list for each school, and will require someone to check every door at every school.

Mr. Brown asked Mr. McCrary about the compressor failures that have been noticed at the schools. Mr. McCrary explained that there have been three compressor failures and he is concerned that these failures are on systems that have only been functioning at capacity for under a year. He added that one of the failures resulted in acid in the system which causes a burnout and can damage the system long-term. Mr. Ferris commented that his engineers advised him that a 6.25 failure rate on compressors is fairly low.

Mr. Wolfe expressed concern over some larger items such as play fields, landscaping, and sod. He stated that Myrtle Beach Middle School has been top dressed a second time, with activity allowed on the field on August 22<sup>nd</sup>. Socastee Elementary School has had a complete sod replacement and also has an August 22<sup>nd</sup> date for allowed activity. Socastee Middle School and Ten Oaks Middle School will not be ready for football practice or any activity for the beginning of the school year. Mr. Wolfe added that he does not have a date for those two schools field usage.

Mr. James asked why the urgency is not being recognized even though it is reiterated at each meeting. Mr. Ferris answered that it is being recognized, but noted some of these items are large and cumbersome, and problems with sub-contractors have contributed to the delays. Mr.

James asked if these items were included in the 811 punch list count. Mr. Ferris answered yes, there are included.

Mr. Wolfe also mentioned that the tile floors in the kitchens are unacceptable. Mr. Koll added that he was asked by the contractor to inspect the floors that were installed over the past couple weeks at Myrtle Beach Middle School. He explained that the tile has been installed improperly and the alignment is off by about six inches. Mr. Ferris and Mr. Rice both agreed that the installation was not acceptable and will be repaired.

Mr. James asked if there is agreement between staff and First Floor regarding the items on the punch lists. Mr. Ferris answered that aside from a couple items, they are in complete agreement.

Mr. Gardner asked about the warranty period on the new schools. Mr. Wolfe explained that typically the warranty period is one year from the date of substantial completion, although some equipment may have different warranty lengths.

Mr. James asked how these punch list items will be addressed by August 1<sup>st</sup>. Mr. Ferris answered that they are working from a very detailed list and are working diligently to have it completed on time. Mr. James asked if more resources were needed to meet the deadline. Mr. Rice and Mr. Ferris both said they are not aware of any resource issues.

Mr. Wolfe asked Mr. Ferris about the lighting controls programming that were promised to be done the week of July 30<sup>th</sup> to August 6<sup>th</sup>. Mr. Rice answered that Socastee Middle School was done and the others would be completed by August 6<sup>th</sup>. Ms. Wolfe explained that this programming is critical to the functioning of the building as it controls each light in the building and regulates if the lights are on correctly or stay on 24 hours. Mr. Ferris added that there is one company in the lighting control business that does superior work, and once it is completed there should be not further issues. Mr. James clarified that worst case scenario is that the energy consumption will not be efficient and lights will be manually operated. Mr. Rice agreed with that statement and added that three of the buildings have been operating in that manner for about a year.

Mr. McCrary mentioned that it is important for the staff to be trained on the intricacies of the lighting system to be able to troubleshoot any problems. Mr. Ferris explained that there are two First Floor staff members in Horry County full-time to help with any situation. Mr. Rice added that they had hoped to have training by now, but unfortunately it has not come together yet. He anticipates training will be held prior to the beginning of school, once a second interface is loaded to incorporate the updated floor plan. Mr. McCrary added that the lighting controls and programming, including parking lot lights, are not included in the punch list items.

Ms. Graham asked if communication between HCS staff and First Floor needs to be improved. Mr. Wolfe explained that communication has been extensive with weekly meetings, emails, and he noted that these items have been on punch lists for some time. Ms. Graham noted that it appears that punch list items are not being completed.

Mr. James asked for a commitment from Mr. Ferris that the outstanding punch list items will be done and the buildings will be ready for staff on August 13<sup>th</sup>. Mr. Ferris answered that he does not see a problem with that date, he added that there might be a couple items remaining at that time. He further stated that while they are struggling in a couple areas, they are committed to getting the work completed as requested.

Mrs. Allen reiterated the importance of a commitment from First Floor to resolving the issues that the staff has presented. Mr. Ferris commented that there has been a significant drain on

resources, and several obstacles over the past year as they worked towards mastering the lighting controls. Mr. James stated that the work needs to be completed by August 1<sup>st</sup> so that the schools are ready for staff to return on the 13<sup>th</sup>.

Ms. Timms expressed her concern to Mr. Ferris that the staff in the Facilities Department will be receiving complaints if the schools are not ready for staff. Mr. Ferris stated that he understands.

## **Modular Updates**

Mr. Wolfe stated that the schedule previously discussed remains unchanged. River Oaks has an anticipated occupancy date of September 17<sup>th</sup>, and Pee Dee Elementary has an anticipated occupancy date of September 24<sup>th</sup>. He added that site work has already begun at each location.

Dr. Maxey added that Ocean Bay Middle School will house the River Oaks Elementary 5<sup>th</sup> grade students temporarily. Notification was sent to parents earlier in the day that explained the shuttle process, the reason for the decision, and encouraged parents to use the provided bus transportation.

## **North Myrtle Beach Middle School Soccer Field**

Mr. Wolfe updated the Committee on the soccer field, letting them know that it will be ready for the start of school. He noted that there are a few spots that need new sod. Ms. Heniford asked how long the sod had been in place. Mr. Wolfe answered that the sod was placed about three weeks ago. Ms. Heniford expressed concern that it will not be ready for use the first week of school. Mr. Brown noted that he had visited the field and it appeared to be growing well and he does not see a problem with use when school starts. He also added that there was no sign of standing water, which is a good sign after all the rain we have had recently.

## **HGTC Space**

Mr. Brown advised the Committee that as discussed at previous meetings, Horry Georgetown Technical College has formally requested that Adult Education vacate the space they occupy on the south campus by December 31, 2018. Mr. James asked if progress had been made towards getting a classification variance as discussed at a prior meeting. Mr. Wolfe answered that he had been told verbally that option would not be entertained. Mr. James asked that the decision be given in writing.

## **New HCEC and Technical Specifications**

Mr. Wolfe asked the Committee if there were any technical specification or design criteria requirements that potential proposers should be aware of, especially since the HCEC building will be new construction. There were no particular comments from the Committee at this time.

## **Selection Committee Appointment**

Mr. James reviewed the two Board Governance policies that pertain to forming a selection committee: Operational Expectations 13, and Governing Culture 5. He proposed that the selection committee for the projects that were approved be consistent with the selection committee used for the recent Myrtle Beach Middle project. Mr. Koll explained the anticipated time commitment of the selection committee. After brief discussion, Mrs. Graham moved to

appoint Sherrie Todd and Holly Heniford to the selection committee. Mr. Winters seconded the motion; all voted in favor. Motion passed.

### **Newly Acquired North Myrtle Beach High School Property**

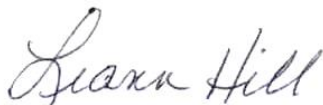
Mr. Wolfe explained that staff has reviewed the property beside North Myrtle Beach High School that was recently acquired. He added that staff is recommending that the building be demolished to allow for more parking at the school as intended when the property was purchased. The estimated cost, not including minor asbestos abatement, is around \$10,000.

Ms. Heniford stated that she would like the booster club to have the opportunity to look at the building to see if they would like to use it as a replacement to their field house. Mr. James noted that the property was purchased for the purpose of parking. Mr. Winters asked if the flooring would have to be removed if the building was not demolished since it contains asbestos. Mr. Wolfe answered that yes, it would be best to remove the flooring. The decision was made to allow the booster club to see the property, with the understanding that no commitment has been made to the booster club regarding the building.

### **Adjourn**

Ms. Heniford moved to adjourn, seconded by Mrs. Graham; all voted in favor. Motion passed.

Respectfully submitted,



Leann Hill  
Administrative Asst. – Support Services

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