

# **Horry County Board of Education**

## **Facilities Committee**



## **Facilities Committee Meeting Minutes**

**Monday, June 18, 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

David Cox  
Janice Morreale

### **Staff Members Present:**

Dr. Rick Maxey, Superintendent  
Velna Allen  
Mary Anderson  
Daryl Brown  
Joe Burch  
Becky DeWitt

John Gardner  
Kenneth Generette  
Dennis McCrary  
Mark Wolfe

### **Media Present:**

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

### **Others Present:**

Erin Heaney, FFEP  
James Rice, FFEP  
2 community members

### **Review and Approval of Minutes**

Mrs. Todd moved to accept the minutes of May 21, 2018 as presented. The motion was seconded by Ms. Heniford. All in voted in favor. Motion passed.

### **Review and Approval of Agenda**

Mr. James recognized that the agenda order was reversed and a motion was made by Ms. Timms and seconded by Ms. Heniford to approve the agenda. All voted in favor. Motion passed.

## **Punch List Update**

Mr. James inquired about the punch list for Socastee Middle School that was referenced in the minutes of the last meeting. He indicated that it was specifically asked whether Socastee Middle would be completed by the end of May. He asked if it had been completed. Mr. Wolfe responded that the item was a part of his presentation under agenda item 4a. Mr. James advised Mr. Wolfe to present the updates and if there was anything that was not covered, it would be addressed.

Mr. Wolfe stated that FFEP's punch list schedule still reflects completion in May. Ten Oaks Middle and St. James Intermediate are scheduled for June, and Myrtle Beach Middle and Myrtle Beach Elementary are scheduled for July.

The Socastee Middle update noted that the media center books have been moved and setup, teacher materials have been moved in, and the principal and staff are operating from the building. There were 1,534 issues when the report was initially prepared. It is believed all but 5% are finished, which is about 75 items. The major issues will take more work. This has been reviewed with FirstFloor this morning with James Rice. He was in attendance.

Major items to be addressed are:

- Revisions to the wood steps at the stage
- Kitchen floor tile issues that must be resolved
- Door hardware issues and getting permanent cores installed
- Building expansion joints that need to be repaired
- Lighting controls need to be programmed
- Grassing issues

These issues cover the majority of the 5% remaining. FirstFloor has said that they are committed to getting the work done this summer. The anticipated punch list work for June and July shows outstanding items as: Ten Oaks 369, Myrtle Beach Middle 165, Myrtle Beach Intermediate 526, and the elementary school 306. These items are common to the ones that were just mentioned. We are still working through some of the test and balance, commissioning and functional performance issues. There was a long conversation this morning with FirstFloor, and beginning tomorrow we will have weekly conference calls or meetings concerning the punch list status. There are a lot of technical issues that have to be addressed in reference to test and balance and commissioning work that are too detailed for this meeting, but staff is willing to discuss as needed. FirstFloor is committed to providing the manpower to make sure that this happens. Horry County Schools is working with FirstFloor and will make sure that our vendors are able to meet their obligations of the schedule. We emphasized in the discussion this morning that it is already the middle of June and the August date when the

students return does not change. It is an absolute must that these things be completed on schedule and the weekly meetings will help to keep an awareness of meeting this date.

As a look ahead, we are trying to resolve the building automation system, lighting controls system, and grass coverage. About ten weeks are left and this is prime grass growing season. We are anticipating a successful end to the punch list.

Mr. James stated that it has been a month since the last update and at that time they were 90% complete which means only 5% progress. At that meeting he repeatedly asked if this would be completed by the end of May. He stated that he wanted a time frame and if there is a way to initiate penalties because the work must be completed. Mr. James noted that the district staff is on a 4 ten-hour schedule now, but emphasized that the work must be completed. Mr. Wolfe stated that there would be no problem from HCS and our vendors' side. He reiterated that there was a call with FirstFloor this morning, and noted that James Rice of FirstFloor was present. Additional information was given as to how FirstFloor plans to have the manpower to make sure of the commitment of completion. Mr. Wolfe gave James Rice the opportunity to confirm. Mr. Rice acknowledged that FirstFloor was absolutely committed and the work would be completed before the students return and on our agreed upon schedule. Mr. James specifically asked that Mr. Rice's statement be reflected in the minutes.

Mr. James noted that there was another issue regarding the grass. He stated that June has been extremely wet. He inquired whether there was adequate water at the schools to maximize the season and if irrigation was being used for sufficient water.

Mr. Wolfe responded that a large majority of the facilities were irrigated but not every part. He noted that it is the contractor's responsibility to establish grass and whatever means that requires is what they are obligated to do.

Mr. James asked what was being used to measure the success of the grass.

Mr. Wolfe recognized the difference between seeding and sodding. The SCDOT has a standard of measurement that is used as a guide.

Mr. James inquired about the report in the last minutes that there was an odor at Myrtle Beach Middle and has it been addressed and was the cause determined?

Mr. McCrary stated that the problem appears to have been corrected. There is a washer and dryer in the area where the custodial cloths are being cleaned. There is a commercial size lint catch basket in the floor which was sealed around the grate and the odor has not returned.

## **Modular Updates**

Mr. Wolfe indicated that there was no change in the schedule from the last meeting regarding the modular deliveries. There is still the expectation of delivery of all of the units by August 13. River Oaks should be occupied on or about September 17 and Pee Dee Elementary by September 24.

Mr. James noted that one of the requirements is the utility service. He suggested that the application process should begin so that there would not be the mandatory locate dates to cause any delays.

Mr. Wolfe acknowledged that the process would be initiated if it had not already been done.

## **2018-2019 Meeting Dates**

Mr. James noted that at the last Board meeting, the Board meeting dates were approved for the 2018-2019 year. It is the practice for the Facilities Committee to meet on the second monthly meeting of the Board. The motion was made by Mr. Winters to approve and seconded by Ms. Heniford. The motion passed unanimously.

## **Additional Sustainment Projects**

Mr. Wolfe noted that there were two additional projects that need to be added to the list previously presented in May. The first is refinishing the gym floor at Ocean Bay Middle. The floor is beginning to delaminate in the playing surface. There is a vendor on contract that routinely does this for us and is able to get it scheduled for early August. If there happens to be a delay, it could also be completed over the Christmas break. There is funding in the Sustainment account to handle this. The expected cost is about \$20,000 and includes complete sanding to bare wood and new graphics and varnish.

The second is the Forestbrook Elementary cooling tower piping. The piping has an underground leak in which 330 gallons of water per day is being lost. As a closed system, water loss should be minimal to none. There is no evidence above ground where this is leaking. Dennis and a maintenance crew performed a pressure test this morning and are fearful that the test may have exacerbated the situation. It is likely a leak near the ground water level which is probably why it is not showing up on the surface. It is a 10" steel pipe and the majority of it is in the parking area. We need to replace the 30 year-old steel piping with PVC piping. The estimate right now is about \$150,000 to replace piping including repair of the parking lot. This is a mandatory repair as it controls the majority of the HVAC system of the school. Mr. Wolfe indicated that he wanted to inform the committee just in case there were any questions or concerns.

Mr. James reiterated that Mr. Wolfe stated that there was funding for the project in the Sustainment account.

Mr. Wolfe informed the committee that there was close to \$1 million in this account for this fiscal year. He noted that the funds would be spent out of the current fiscal year funding.

Mr. James inquired how the leak was located. Mr. McCrary responded to inform that the piping comes out of the building underground and it turns, and right where it turns is where the primary transformer for the school is located. The plan is to run it from its location in the boiler room to the left and inside the storage room and then exit the storage room to avoid the primary power lines. It will then run across a section of the parking lot and then return and connect to the cooling tower.

Mr. James rephrased the question to ask how would we determine the leak location? Mr. McCrary responded that the steel pipe would be abandoned in-place and therefore no need to dig it up. [Note added: Maintenance installed a meter on the make-up water loop which indicated the leak and water loss quantity].

Mr. James indicated that the power lines would be located by calling 811. Mr. McCrary noted that the locator service was already underway. He also stated that at some point the piping crosses the existing primary power lines. This project would be similar to a project that was approved at St. James Middle previously.

Mr. James questioned whether the new piping that would be laid down would be surveyed in or usage of a tracer wire to have the ability to locate in the future. Mr. McCrary indicated that a tracer wire would be used and the piping would be schedule 80 PVC.

Mr. James opened the floor for questions. Ms. Timms asked when the project would start? Mr. McCrary responded as soon as we have approval. The system is a water source heat pump system that services 60% of the school and a loss would be detrimental.

Ms. Timms was asked if the project would be completed by the beginning of school. Mr. McCrary replied, yes, because it would have to be operational prior to school due to its critical nature.

Mr. James asked if approval was needed from the committee. Mr. Wolfe stated that he didn't think that an approval was required, but was simply informing the committee that Sustainment account funds will be used for these two projects. Mr. James stated he would like to provide clear direction and asked for a motion from the committee to approve the projects. Ms. Timms

made the motion, seconded by Mr. Winters and the motion was unanimously approved. Mr. James also stated that the Board will be updated regarding this project.

Mr. Cox asked if any of the items that were on the punch list would be deemed to be hazardous if school was in, such as the use of scaffolding or forklifts that may be required? Mr. Wolfe replied that items such as the expansion joint could cause tripping, but the expectation is for all items to be complete before the start of school.

Mr. Cox inquired whether it was prudent for FirstFloor or whomever was responsible for the punch list to wait until after school was out to begin this process? Mr. Wolfe responded that at the schools we have occupied it was intended to wait, but at Socastee Middle that there were no reasons to delay since the building was unoccupied.

Mr. James asked for a motion for the meeting to adjourn and to note that the meeting lasted for 22 minutes. Ms. Timms motioned to adjourn, seconded by Ms. Heniford, motion passed unanimously.

Meeting Adjourned at 4:22pm

Respectfully submitted,

*Becky DeWitt*

Becky DeWitt  
Secretary  
Facilities Department