

# Horry County Board of Education

## Facilities Committee



### Facilities Committee Meeting Minutes Monday, April 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  
Ray Winters, Facilities Committee Member

Joe DeFeo  
Shanda Allen  
David Cox  
Chris Hardwick

#### Staff Members Present:

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

Kenneth Generette  
Leann Hill  
Mark Koll  
Dennis McCrary  
Boone Myrick

#### Media Present:

Erin Edwards, WMBF  
Abbey O'Brien, WBTW  
Nick Papantonis, WPDE  
Kurran Buck, WPDE  
Katie Powell, Horry Independent  
Christian Boschult, The Sun News

#### Others Present:

James Rice, FFEP

2 Community Members

*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. Heniford 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 March 19, 2018, as presented. Mrs. Graham seconded the motion; all voted in favor. Motion passed.

Mr. James asked if the final inspection of Socastee Middle School had taken place on April 3<sup>rd</sup>, as indicated in the minutes. Mr. Wolfe answered that after the April 23<sup>rd</sup> meeting, the inspection date was changed to April 27, 2018.

## **Discussion**

### **Punch-list Updates**

Mr. Koll updated the Committee on the progress of the construction projects and punch lists. He noted that the inspection of Socastee Middle School (SMS) has been delayed due to scheduling conflicts by the Office of School Facilities. It is anticipated that the school will pass inspection on Friday, April 27th.

Mr. Koll further explained that punch lists at each location have been ongoing since occupancy. He noted that since August, the focus has been on student-related issues. Since students do not yet occupy SMS, the goal is to complete all punch list items prior to June 1st. The punch list for Ten Oaks Middle and St. James Intermediate are to be worked on during June, and Myrtle Beach Middle and Socastee Middle are to be worked on during July. Mr. Koll indicated that this schedule will permit punch lists for all five new schools to be completed before we open for the 2018-19 school year. He added that there may be some scheduling issues as work progresses which will be addressed as needed.

Mr. Wolfe reiterated that the goal is to have all punch list items completed at each school before the August 22nd start of school.

### **Solicitation for Demolition of Former Socastee Elementary School**

Mr. Wolfe explained that the invitation for bid has been published on the Horry County Schools website. The bid opening is scheduled for May 15<sup>th</sup> at 3:00 p.m. Three bids are being considered: 1) a bid to demolish the whole building, 2) a bid to not demolish the newest portion at the rear of the building, and 3) a bid to not demolish the newest portion and the center portion. It is anticipated that the work could begin on July 5<sup>th</sup> and be complete by November 3<sup>rd</sup>. A pre-bid conference has been scheduled for April 24<sup>th</sup>.

Mr. James asked if there is an evaluation period before the information is shared with the Committee. Mr. Wolfe answered that there is always a 16-day protest period and the results that can be shared will be presented at the June meeting. Mr. James stressed the importance of the full Board reviewing the bid in June prior to the anticipated July start.

Ms. Timms asked that consideration be given to utilizing the school during the anticipated renovation of Socastee High School in 2020-21. Mr. Wolfe explained that the contract does not have to be awarded should the Board decide to utilize the property for other reasons. Ms. Timms noted that community members should have the opportunity to share their thoughts on the matter as well.

## **Sustainment/Building Modification Projects List**

Mr. Wolfe presented the Committee with the list of building modification and sustainment projects that are a priority for the summer of 2018, noting for clarification that some of these projects are included in the 5-year Facilities Plan and may be underway while the Board continues their discussions on the Plan.

Mr. James asked about the variance in costs associated with gym floor refinishing. Mr. McCrary answered that middle school gyms have less square footage and the number reflects pricing increase calculations.

Mr. James suggested that safety be the top priority when deciding on projects, as well as those projects that will have an impact on the majority of students such as painting. Mr. Wolfe agreed and explained that some projects on the list are there to begin the lengthy process required by some projects, including design and solicitations. Mr. Wolfe further explained that some of the painting projects will be multi-year projects due to the extensive work involved to remove the old paint. Mr. James asked if this is a staff project or if an outside company will be hired. Mr. Wolfe explained that an outside vendor would be used due to the large scale of the work and many of the vendors we currently use are experiencing delays due to work load and limited staffing.

Mr. James shared a question from another Board member regarding removing lockers at St James High School. Mr. Wolfe answered that some of our Maintenance crews are working on that project, which includes removal of the lockers, repainting the walls behind them, and making any necessary flooring repairs.

Mrs. Graham asked if improvements will be made to the parent drop off loop at Pee Dee Elementary School. Mr. Wolfe explained that some of the items on the list, including this one, require design work and cost estimates before construction can begin, and the timing will be determined based on the ultimate scope of the project.

Mr. DeFeo asked about the design process. Mr. Wolfe explained that a solicitation for professional design services would be done first, which typically takes 6 to 8 weeks. Mr. DeFeo asked if it is possible to have different designer for each project or have one solicitation listing all projects. Mr. Wolfe answered yes, one solicitation can be issued which identifies the projects individually. Design firms can then respond to the solicitation for consideration. We would hope to be able to select several design firms to have available and then assign projects as needed. Mr. DeFeo also asked if engineering costs were included in the design fee. Mr. Wolfe answered that the initial objective is to obtain a conceptual design, and once we proceed to construction drawings that engineering fees are included in the architect's overall fees which is based on total construction costs. He added that having a conceptual design allows us to more accurately establish or confirm a project budget.

Ms. Heniford requested that staff work with principals when making changes to driveways on their campus. She also asked if the projects listed for North Myrtle Beach Elementary and Ocean Drive Elementary are to improve the parent traffic loops. Mr. Wolfe answered that yes, the North Myrtle

Beach Elementary project would be to improve the parent loop drive and the Ocean Drive Elementary project would address some of the drainage and storm water issues on site as well as enhanced emergency access drives.

Mr. James asked if the proposed change in the loop design at Aynor Middle School would impact the addition at the school. Mr. Wolfe answered that it should not impact the proposed addition because the loop roads will be in front of the building and the addition will be at the rear. He further explained that since the floor plan is similar to North Myrtle Beach Middle, he anticipates following a similar design as it has been well received.

Mr. Hardwick asked if we have ever done design work in-house, and if principals are involved in the process. Mr. Wolfe answered that design services for construction plans are typically outsourced and that yes, principals are included in the design process.

### **Burgess Elementary School Leased Modulares**

Mr. Wolfe reviewed with the Committee the proposal to purchase the modular units that are currently being leased at Burgess Elementary School. He explained that there are four (4) classrooms located in the current Burgess Elementary School modular buildings, plus a restroom unit. Additionally, all of the ramps, sidewalks, and canopies are already in place and are fully functional.

Mr. Wolfe explained that purchasing the modulares will ease the capacity issues since Burgess Elementary is already back at full capacity even after the shift of the entire fifth grade to the new St. James Intermediate School. The units can be purchased for approximately 35% of the cost of buying new turn-key units.

Mr. James inquired about the funding source. Mr. Gardner explained that use of the unassigned fund balance would bring the balance down to approximately \$21,000,000. Mr. Wolfe explained that this request will be on the next Board agenda, with the intention to make the purchase by July 31, 2018 so as not to require signing another annual lease.

### **Discussion of the Five Year Plan – Project List with Athletics Separated**

Mr. James reminded the Committee that this list, with athletics separated, was requested at a previous meeting. Mr. Wolfe explained the details of the report to the Committee.

Ms. Heniford shared that she was disappointed that the figures presented for renovations are more than what was budgeted for the recent renovations in North Myrtle Beach. Mr. Wolfe explained that some of the renovations on the list include classroom additions, which would increase the budget. It was also noted that the estimate for the Horry County Education Center does not factor in the purchase of land.

Mr. Wolfe explained that these are just estimates from the staff based upon some of our most recent projects, and he suggested consideration be given to engaging an estimating company to assist with

estimates. The Committee briefly discussed the need to have accurate budgets in order to determine a project list. It was agreed that the two projects that need immediate attention are Aynor Middle School and the Horry County Education Center. There was discussion regarding the need to determine specific needs, delivery methods, and the use of staff for design. The Committee expressed their confidence in the projected estimate for the Aynor Middle School project, and asked that staff proceed with determining the needs of HCEC for a new facility.

Mr. James asked the Committee what information is needed to determine the priority list of projects. Mr. Winters requested that more details of the extent of proposed major renovations be shared with the Committee so that there is an understanding of the actual needs of the school. Mrs. Graham asked that capacity and condition be shared before decisions are made. Mr. Burch noted that capacity and condition are weighted separately. The FCI report is an indication of condition-related items.

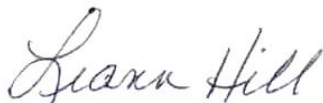
Mr. James asked Mr. Wolfe for his thoughts on the Transportation and science kit facilities. Mr. Wolfe explained that those departments are in need of a location for a warehouse, and proposed the idea of a master plan where all services are located together on property owned by the district on Four Mile Road. Mr. James summarized that the Committee agreed to move forward with the three projects discussed: Aynor Middle School renovation, construction of a new facility for the Horry County Education Center, and a new facility for Transportation, Records Retention, and Science Kits. Mr. DeFeo suggested it be discussed during the Committee of the Whole part of the Board meeting.

Mr. Winters moved that a recommendation from the Facilities Committee for the three projects (Aynor Middle School renovation, construction of a new Horry County Education Center, and a new facility for Transportation, Records Retention, and Science Kits) be presented to the full Board meeting for discussion. Mrs. Graham seconded the motion; all voted in favor.

## **Adjourn**

Mr. Winters moved to adjourn, seconded by Ms. Timms; all voted in favor. Motion passed.

Respectfully submitted,



Leann Hill  
Administrative Asst. – Support Services

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