

NWABSD Joint  
Maintenance/Construction Committee  
Meeting  
Thursday, October 29, 2020 8:30 AM

Teleconference

## **Agenda**

1. CALL TO ORDER
2. MOMENT OF SILENCE
3. ROLL CALL
4. INTRODUCTION OF STAFF AND GUESTS
5. AGENDA APPROVAL
6. DISCUSSION ITEMS
  - A. Capital Projects Report  
**Presenter:** Kathy Christy
7. NEW BUSINESS
  - A. Approval of June 1, 2020 Committee Minutes  
**Presenter:** Kathy Christy
  - B. Concurrence with Selection of Term Architectural Services Contractor
8. CLOSING COMMENTS
9. ADJOURNMENT

## MEMORANDUM

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**TO:** Joint Maintenance and Construction  
Committee Members

**DATE:** October 29, 2020

**FR:** Office of the Superintendent

**SUBJECT:** Capital Projects Report

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**DEPARTMENT OF EDUCATION AND EARLY DEVELOPMENT (DEED):** The District submitted the Buckland Heating System Improvements project for funding consideration. It was ranked 26 on the FY 21 Major Maintenance project list. The initial DEED project ranking will be announced November 5.

**AHFC TEACHER HOUSING:** The completion date for the Kivalina duplex funded from the FY 20 grant has been extended to November 1, 2021 due to covid-19 impacts.

The District is preparing an application for FY 21 funding for an additional duplex for Kivalina. If funded, this and the FY 20 duplex will be constructed at the new school site. There are three existing duplexes that are in good condition that will be moved to the new site.

### **KIVALINA REPLACEMENT SCHOOL**

**School Design and Construction:** After completion of the 100% construction documents the District and ASRC Eskimos, Inc. converted the CM/GC contract into a lump sum contract in the amount of \$50,438,397. This is the same amount as the guaranteed maximum price of the CM/GC contract.

The project received the Fire Marshall permit. The Title 9 permit application from the Borough was approved earlier this month. The application for the Corps of Engineer's wetland permit has been submitted and the public comment period is open.

The District and DEED approved pre-ordering the structural materials for delivery on the last barge of this year. These materials will be stored in Kivalina so that building construction can begin spring 2021. The contractor plans to start site crushing rock for the project January 2021. Excavation and foundation work will occur early in the year before the ground thaws. ASRC has obtain NANA approval of a location to deposit overburden. It is the responsibility of ASRC to determine appropriate disposal for construction debris.

**Access Road:** No delays in completion of the road by October 2020 are anticipated.

### **FY-20 LEGISLATIVE GRANT**

The Borough has a \$2 million legislative grant for capital improvements from FY 19. The Borough approved the District's first priority request of \$1 million for construction of a two bus and snow removal garage at the new Kivalina School site. The construction of the gravel pad will be included in the ASRC school project. The District will undertake the construction of the building as an in-house project and coordinate the construction with the school project. The completion date is projected as summer 2022.

### **ARCHITECTURAL TERM CONTRACT**

In June, the Board supported planning efforts focused on Selawik and Deering schools for consideration for the FY 23 DEED grant cycle. A first step is to select a project architect. The District has been using the services of Burkhart Croft Architects, but enough time had passed so that a new term contract is needed.

A Request For Proposals for design services was issued in September. A selection committee comprised the JMCC co-chairs, two other committee representatives and Amy Eakin of the Administration evaluated six proposals. Burkhart Croft Architects was the highest ranking proposer. It is the selection committee's recommendation that the JMCC concur with this recommendation and that it be forwarded to the Regional School Board for approval. This concurrence is an action item on the October 29<sup>th</sup> JMCC agenda.

Following Board approval of the architectural selection the necessary site visits will be coordinated with Selawik and Deering.

**UNADOPTED MINUTES**

**JOINT MAINTENANCE/CONSTRUCTION COMMITTEE MEETING**

*Northwest Arctic Borough School District • Northwest Arctic Borough • NANA Regional Corporation*

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Co-Chair, Marie Greene called the Joint Construction/Maintenance Committee Meeting to order at 11:11 a.m. on June 01, 2020. The meeting was held telephonically.

Observed.

Committee Members present telephonically were:

Elmer Armstrong Jr., NWAB Assembly Member  
Marie Greene, NWABSD Board of Education Member  
Gloria Carter, NANA Board Member  
Austin Swan Sr., NWAB Assembly Member  
Millie Hawley, NWABSD Board of Education Member  
Walter Sampson, NWAB Assembly Member  
Joanne Harris, NWABSD Board of Education Member  
Reggie Joule III, NWAB Assembly Member  
Paula Mills, NWABSD Board of Education Member  
Myra Wesley, NANA Board Member

Committee Members absent and excused were:

Margaret Hansen, NWABSD Board of Education Member

Staff/Guests present telephonically were: Terri Walker-NWABSD Superintendent, Sandy Kowalski-Assistant Superintendent, Kathy Christy-NWABSD Capital Projects Manager, Amy Eakin-NWABSD Director of Technology and Marie Nelson-Gregg-NWABSD Secretary for the NWABSD Superintendent and Board.

Millie Hawley moved to approve the agenda as presented, seconded by Austin Swan Sr.

Motion passed unanimously by voice-vote.

Capital Projects Manager, Kathy Christy provided a written report (*attached*). *At the request of the Committee Members the Capital Projects Report will be attached to all future minutes.*

Committee Member, Walter Sampson joined the meeting at 11:21 a.m.

Walter Sampson moved to adopt the March 30, 2020 Committee Meeting minutes as revised, seconded by Paula Mills. Revisions were minor typos.

Motion passed unanimously by roll-call vote.

Department of Education and Early Development (DEED) School Construction Grant applications for FY-22 are due September 1, 2020 and Board approval of the Capital Improvement Plan (CIP) priorities is a requirement of the application process. The Six-Year CIP is used to prioritize projects and establish the order of construction for District capital improvement projects. The School Board annually updates the Six-Year CIP. The Buckland HVAC Upgrade project was ranked 26 on the DEED Major Maintenance lists for fiscal year funding consideration. No school projects have been funded in the FY-21 State budget at this time. As there is significant cost to preparing a well-documented grant application and it is anticipated that state funding again will be limited, it is recommended that only one project per year be requested. The Buckland project application can be reused for FY-22 consideration. The future year projects are identified as needed in the DEED renewal and replacement schedule and confirmed by the Property Management Department.

CALL TO ORDER

MOMENT OF SILENCE

ROLL CALL

INTRODUCTION OF STAFF/GUESTS

AGENDA APPROVAL

CAPITAL PROJECTS REPORT

APPROVAL OF MINUTES

FY-22 SIX-YEAR CAPITAL IMPROVEMENT PLAN

The administration recommended the Joint Maintenance/Committee Members concur to approve the FY-22 Six Year Capital Improvement Plan project priorities as presented, and recommend that the School Board approve at the June 02, 2020 Board Meeting.

Austin Swan Sr. moved to concur to approve the FY-22 Six Year Capital Improvement Plan project priorities as presented, and recommend that the School Board approve at the June 02, 2020 Board Meeting, seconded by Walter Sampson

Motion carried unanimously by roll-call vote.

Allocation of funding to establish new major capital project requires approval of the School Board. It has been over 20 years since the Davis-Ramoth Memorial School in Selawik has received significant upgrade and a number of building systems need renewal and renovation is required to better support instruction. The portion of the original Selawik School constructed in 1975 is still in use. In 1998 the school was totally renovated and expanded with a grant through the Alaska Department of Education and Early Development (DEED). In 2002 state grant funds were used to add classroom space and expand the gym. With the passage of time, several major building systems are showing their age and it is time to start planning for replacement. In addition, the 1998 floor plan is not supporting the current educational program. The DEED grant program is the best opportunity for funding for improvements to the Selawik school. This program is extremely competitive and only the highest rank projects receive funding. A significant amount of points is associated with thorough planning documentation. Now is the time to start preparing for a 2021 grant application for Selawik. The first step is to allocate funding for planning and design associated with the application. A quality application costs approximately \$75,000. The District has adequate capital project reserves to allocate this amount to Selawik Renewal Planning. This expenditure can be applied to the local share of costs when the project is eventually funded. Board approval for this allocation is requested. Once funding is approved the District will advertise for a new term contract for design services, as the previous term contract has expired. This procurement process is expected to take two months. The intent will be to start the Selawik Renewal planning process this coming fall to support a DEED grant request next year. The planning process will involve school and community participation. To qualify for state funding for expansion under the DEED grant program a school must be overcapacity as calculated using the state square footage formula. At this time, the existing square footage exceeds what DEED allows for the current Selawik population under the state funding formula. The reasons for this are significant unusable square footage on the second floor of the building and that average daily attendance for last four years is lower than it was for the three years previous to that. The planning process will investigate floor plan efficiencies and the potential to effectively utilize second floor space. The administration recommended the Joint Maintenance/Committee Members concur to approve the allocation of funding in the amount of \$75,000 for the Selawik School Renewal Planning as presented, and recommend that the School Board approve at the June 02, 2020 Board Meeting.

Millie Hawley moved to concur to approve the allocation of funding in the amount of \$75,000 for the Selawik School Renewal Planning as presented, and recommend that the School Board approve at the June 02, 2020 Board Meeting, seconded by Walter Sampson.

Motion carried unanimous roll-call vote.

ACTION

ALLOCATION OF  
FUNDING FOR  
SELAWIK SCHOOL  
RENEWAL PLANNING

ACTION

Walter Sampson: When Selawik School was built it was known that it would become over-crowded right away and that is what happened. Also, the permafrost in Selawik is melting and that is starting to become an issue.

Austin Swan Sr.: ASRC is back on schedule with the building of the road and they are using local hire, which is good news.

Committee Members all agreed that this was a good meeting. They thanked the staff for the reports and hard work. Continue with the COVID-19 mandates and stay healthy. Wished everyone a safe and successful spring hunting season.

Joanne Harris moved to adjourn, seconded by Walter Sampson. Meeting adjourned at 11:50 a.m.

*Note: Capital Projects Report (attached) dated June 1, 2020 is part of the adopted minutes.*

COMMENTS

ADJOURNMENT

**MEMORANDUM**

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**TO:** Joint Maintenance and Construction  
Committee Members

**DATE:** October 29, 2020

**FROM:** Office of the Superintendent

**SUBJECT:** Concurrence with  
Selection Term  
Architectural Services  
Contractor

**STRATEGIC PLAN/BOARD GOAL:**

Support Student-Centered Learning Environments.

**ABSTRACT:**

Contracts over \$50,000 require approval of the Board.

**ISSUE:**

The term contracts for architectural services have expired and approval of the selection of a new term contractor requires concurrence of the Joint Maintenance and Construction Committee and Regional School Board approval.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

The Department of Education and Early Development allows Districts to enter into term contracts for design services for school improvement projects. The current term contract the District with Burkhart Croft Architects (BCA) has expired. Projects under this new term contract will include facility condition surveys for Selawik and Deering and the planning and design of improvements to those schools. BCA is already under contract and will remain as the architect of record for the Kivalina Replacement School.

The District issued a request for proposals for a five year term contract for architectural design services September 9, 2020. Six proposals were received by the due date of October 2, 2020. A five member evaluation committee consisting of Marie Greene, Elmer Armstrong Jr., Margaret Hansen, Austin Swan and Amy Eakin met by teleconference October 20 evaluate and review proposal scores. By State Statute Architectural selection is qualification based and price is not a factor.

The ranking of the proposals is as follows:

Burkhart Croft Architects	1981.5
Bettisworth North	1920.0
ECI	1900.5
Architects Alaska	1884.5
LCG Lantech	1828.5
Umiaq	1830.0

The Evaluation Committee recommends the new five year term contract for architectural services be awarded to Burkhart Croft Architects. With the concurrence of the JMCC an Intent to Award will be issued to BCA as the highest ranking proposer. This will begin a 10 day protest period as required by law.

BCA has an excellent track record with NWABSD. They have developed cost effective, creative solutions for challenging projects that include Noatak Replacement School, Kobuk Addition and Renovation, the ATC Addition and Renovation and the Magnet School Dorm. They have been extremely responsive to the District and have developed designs with long term maintenance needs in mind and support educational delivery.

It is the Administration's recommendation that the JMCC concur with the selection of Burkhart Croft Architects (BCA) under this solicitation for Architectural Services Term Contract. With this concurrence the selection of BCA will be presented to the School Board for contract approval following the protest period.

**ALTERNATIVES:**

1. Concur with the selection Burkhart Croft Architects to provide architectural services, as presented.
2. Do not concur with the selection Burkhart Croft Architects to provide architectural services, as presented.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the JMCC concur with the selection of Burkhart Croft Architects to provide architectural services under a term contract to include design services for Selawik and Deering, as presented.