

FACILITIES COMMITTEE
Tuesday, July 19, 2011 8:30 AM

Boardroom / Teleconference
1820 Xenium Ln N
Minneapolis, MN 55441-3790

Agenda

1. North Education Center (NEC) Facilities Committee Agenda for July 19, 2011

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

GROUP: Facilities Committee

DATE: July 19, 2011

TIME: 8:30 – 10:30 AM

LOCATION: DSC Board Room

PROTOCOLS:

Decisions will be made via consensus on the agenda items.

CONVENER: Tom Shultz

FACILITATOR: Peyton Robb

ATTENDING:

LONG TERM PURPOSE

The Facilities Committee for the North Education Center project will provide oversight and direction to administration and bring recommendations to the full Board for approval as needed.

AGENDA ITEMS	OUTCOMES	TIME BUDGETED	ACTION
1. J.E. Dunn Construction Update	<ul style="list-style-type: none">Committee members will receive construction update	20 minutes Jeff Walker	
2. Weekly Risk Report, WRR	<ul style="list-style-type: none">Committee members will understand the most recent Weekly Risk Report (WRR)Committee will be asked to recommend a change order for Board approvalCommittee will learn about upcoming change orders	30 minutes Jeff Walker Site Supt. Jeff Callinan Project Manager	
3. Demountable Wall Update	<ul style="list-style-type: none">Committee members will understand demountable award status	5 minutes Tom Shultz	
4. NEC Finance Report	<ul style="list-style-type: none">The group will discuss the monthly NEC Finance Report and approve of its use each month.	30 minutes Janet Johnson	

<p>5. 2nd Floor Railing over Lobby at SEC</p>	<ul style="list-style-type: none"> • Committee will make a decision whether or not to raise height of railing at SEC to match height currently being considered for NEC (42" to 60") 	<p>15 minutes Tom Shultz</p>	
<p>6. North Vista Lease Renewal</p>	<ul style="list-style-type: none"> • Committee members will understand proposed 14-month North Vista Lease 	<p>5 minutes Tom Shultz</p>	
<p>7. Teochnology Proposal Update</p>	<ul style="list-style-type: none"> • Committee members will understand the current staus of the Technology Proposal in the BV process 	<p>10 minutes Tom Shultz</p>	

HANDOUTS:

1. **Weekly Risk Report, WRR**
2. **NEC Monthly Finance Report**
3. **North Vista Lease Memo**
4. **Drawing Related to Railings at the SEC and NEC**

Intermediate District 287

Weekly Risk Report

July 15, 2011

Project Name: North Education Center	Risk Rating: <u>1.0</u>
Project ID: 12/1/2010	Percent Complete: <u>36%</u>
Contractor: JE Dunn	Overall PM Risk Satisfaction: <u>3.7</u>
Project Type: General Construction	Risks: <u>5</u>
Award Method: RFP - PIPS Best Value	Risks Unresolved: <u>2</u>
	Risks resolved but no Change Order: <u>2</u>

Cost Analysis

Schedule Analysis

Allocated Funds: \$27,100,000
 Awarded Cost: \$25,987,230

Notice to Proceed Date: 3/24/2011
 Original Completion Date: 8/24/2012

Potential Cost Increases: \$0
 Potential Final Cost: \$25,987,230

Potential Project Delays: 1
 Potential Completion Date: 8/26/2012

Actual Cost Increases: \$0
Actual Final Cost: \$25,987,230
Percent Increase in Cost 0.0%

Actual Project Delays: 1
Actual Completion Date: 08/25/12
Percent Delayed 0.0%

Contractor Change Order Rate: 0.0%
 Non-Contractor Change Order Rate: 0.0%

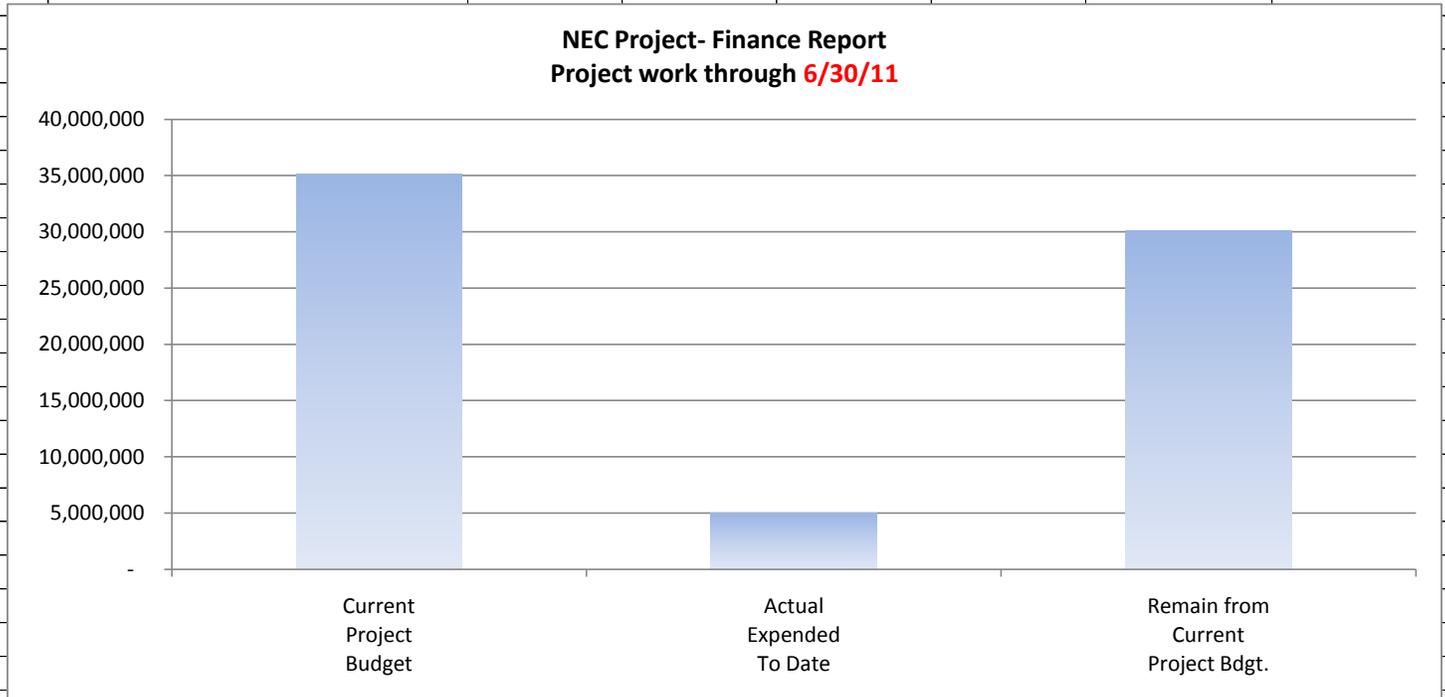
Contractor Delay Rate: 0.0%
 Non Contractor Delay Rate: 0.0%

Project Schedule Analysis	Total Number of Risks	Potential Schedule Impacts	Potential Cost Impacts	Actual Schedule Impacts	Actual Cost Impacts
1) NO RISKS	12	0	\$ -	0	\$ -
2) CLIENT ISSUE / IMPACT	3	0	\$ -	0	\$ -
3) CONTRACTOR ISSUE / IMPACT	0	0	\$ -	0	\$ -
4) DESIGN ISSUE / IMPACT	1	0	\$ -	1	\$ -
5) UNFORESEEN IMPACT	1	0	\$ -	0	\$ -
	5	0	\$0	1	\$0

NO	DATE ENTERED	RISK CATEGORY	RISK DETAILS	PLANNED RESOLUTION DATE	ACTUAL DATE RESOLVED	IMPACT TO OVERALL PROJECT DURATION (In Days)	IMPACT TO OVERALL PROJECT COST	CHANGE ORDER NUMBER	PM SATISFACTION RATING
Example	1/15/09	Please identify the party responsible for the risk from the drop down menu	Please describe the details of the risk: 1. What is the risk / why was it unexpected? 2. What will be done / what is plan to minimize this risk? 3. Who is responsible for resolving the issue? 4. What is an estimated impact of the risk? 5. Any updates to this risk (if applicable)	2/15/09	2/1/09	15	\$10,000	1	5
1	3/25/11	1) NO RISKS							
2	3/31/11	2) CLIENT ISSUE / IMPACT	1. Doboszinski may not complete Phase I to allow us to start on time (not our contract). 2. We have some limited flexibility if they can complete Area A by 4/15/11 3. Doboszinski and Intermediate District #287 4. Estimated time schedule delay of TBD days. 5.	4/15/11	4/15/11	0	\$0	0	5
3	3/31/11	4) DESIGN ISSUE / IMPACT	1. TSP to provide a coordinated 'construction set' of drawings prior to 4-15-11 2. Keep open dialogue with the design team to help resolve any potential issues. 3. TSP 4. Estimated time schedule delay of TBD days. 5. Plans Received. Are being reviewed and will follow up with appropriate pricing. 5/20/11- Pricing is being reviewed. Please see item 11 below. This item closed and will tracked below.	6/15/11	6/10/11	1	\$0		5
4	4/8/11	1) NO RISKS	No risks identified this week.						
5	4/15/11	1) NO RISKS	No risks identified this week.						
6	4/22/11	1) NO RISKS	No risks identified this week.						
7	4/29/11	1) NO RISKS	No risks identified this week.						
8	5/6/11	1) NO RISKS	No risks identified this week.						
9	5/13/11	1) NO RISKS	No risks identified this week.						
10	5/20/11	1) NO RISKS	This risk was moved to the RMP list per the direction of ASU						
11	5/27/11	2) CLIENT ISSUE / IMPACT	Please describe the details of the risk: 1. Allowance pricing based on design details has come in higher than the budget used at time of contract. 2. JED is reviewing pricing supplied and details behind differences to ascertain correctness of price. Upon completion, pricing will be reviewed with design team. 3. The project team. 4. Unknown at this time. 5. The allowances came in over budget due to various items (material cost increases, changes in the scope of the item, errors in drawings, etc.). The issues and pricing are currently being worked through by the architect and JED to reduce cost overrun. Since the amount has not been determined, it does not meet criteria of risk set by program, so JED has removed it from the risk tab and added it to the RMP tab.	7/15/11	7/8/11 - moved to RMP tab as noted in risk details	1	TBD		1

NO	DATE ENTERED	RISK CATEGORY	RISK DETAILS	PLANNED RESOLUTION DATE	ACTUAL DATE RESOLVED	IMPACT TO OVERALL PROJECT DURATION (In Days)	IMPACT TO OVERALL PROJECT COST	CHANGE ORDER NUMBER	PM SATISFACTION RATING
12	6/10/11	1) NO RISKS	This risk was moved to the RMP list per the direction of ASU						
13	6/10/11	1) NO RISKS	This risk was moved to the RMP list per the direction of ASU						
14	6/17/11	1) NO RISKS	No risks identified this week.						
15	6/24/11	1) NO RISKS	No risks identified this week.						
16	7/1/11	2) CLIENT ISSUE / IMPACT	<p>Please describe the details of the risk:</p> <ol style="list-style-type: none"> 1. During drilling of the geothermal wells, the driller has encountered a void in the field in the SE corner. To date, they have lost a drill bit in one of the holes and drilling mud in two others in the field. We are working to identify the extent of the field. It was unexpected due to being an Unforeseen condition. 2. As noted, we are working to identify the extent of the field and will then request guidance from the engineer with regards to relocation of the holes that are affected. To minimize risk, we have held off drilling in the supposed area as part of trying to locate the extent of the void. 3. Currently, the ball is in the contractor's court until such time as the field is identified. 4. See the column to the right. 5. N/A - new risk 	8/1/11		TBD	Estimate - \$50,000		
17	7/8/11	5) UNFORESEEN IMPACT	<p>Please describe the details of the risk:</p> <ol style="list-style-type: none"> 1. The Minnesota State Government shut down over a budget impasse. The electrical inspection is being done by an independent contractor for the state of MN. He can not work until the State budget is settled and the Government opens for business. Unexpected because of ?? 2. We can proceed with the rough in for the SOG and SOD in area A. We can also continue with the block rough in areas B1 and B2. We can continue with all work up to the point where we begin to cover electrical. I would assume we can do roofing as long as there is no conduit running between the membrane and deck. Immediate impacts would be no underground (duct banks, direct bury, etc), no SOG or SOD work in any other areas. No drywall or ceilings can be done (which hopefully we have a budget before then). We have already talked to the inspectors and the City of New Hope. We do not have the choice to use an independent contractor - the current inspector is an independent contractor. The state has told the City that short of a referendum by the council (which we figure would take more time than the budget should), we cannot cover up electrical work until it is inspected by the state. Nothing more we can do to control or minimize the risk. 3. The Governor of Minnesota and State of Minnesota House and Senate 4. No way to estimate at this time. 5. Any updates to this risk (if applicable) 	TBD - not in control of project team members		TBD - will not be able to determine until inspector is back to work. No way to estimate date.	TBD - will not be able to determine until inspector is back to work. No way to estimate date.		

ISD 287						
NEC Project- Finance Report:				(thru 6/30/11)		
Crs	Category	Original Project Budget	Approved Contingency Use	Current Project Budget	Actual Expended To Date	Remain from Current Project Bdgt.
500	Land Purchase	1,175,000	-	1,175,000	1,182,400	(7,400)
500	Construction Cost	27,475,252	54,006	27,529,258	2,191,194	25,338,064
501	Design & Consultant Fees	2,208,411	-	2,208,411	1,469,598	738,813
502	Owner Administrative Costs	311,066	-	311,066	161,832	149,235
503	Furnishings, Fixtures & Equipment	2,572,239	-	2,572,239	-	2,572,239
500	Construction Contingency	1,357,613	(54,006)	1,303,607	n/a	1,303,607
		35,099,581	-	35,099,581	5,005,023	30,094,558



Contingency Use:						
Description	Amt.	To	Aprvl. Date	Approved By		
Beginning Balance	1,357,613					
- Tree removal for site prep	\$ 3,150	Doboszanski & Sons	9/23/2010	Admin		
- Site fencing	11,800	Hansen Bros. Fence	4/19/2011	Committee		
- Soil correction- Phase I	36,570	Doboszanski & Sons	4/28/2011	Admin/Board		
- Hydrant removal- east side	2,486	Doboszanski & Sons	4/28/2011	Admin		
Total approved to-date	54,006					
- Demountable wall upgrade	664,409	to be determined	Pending			
- Geothermal wells	50,000	geothermal contractor	Pending			
Total unapproved to-date	714,409					
7/19/11 - Balance	\$ 589,199					

Intermediate District 287

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M E M O R A N D U M

Date: July 19, 2011
To: Board Facilities Committee
From: Thomas Shultz, Director of Facilities
RE: Recommendation for Board Approval of North Vista Lease Renewal

The current lease with North Memorial Health Care for the North Vista Education Center located at 3510 France Avenue North, Robbinsdale, MN 55422 terminated 6/30/11. It is recommended to the Board Facilities Committee that ISD 287 renew this lease for an additional 14 months, and present to the formal Board for approval as a Consent Agenda item at the July 28, 2011 Board meeting.

The new lease term would run from 7/1/11 to 8/31/12 for approximately 12,100 sq. ft. of space. The 14-month lease term will be \$134,038, plus estimated housekeeping/custodial expenses of \$11,667 for the lease term. This is at the same base rent we currently have in place, pro-rated for an additional two months.

At the end of the lease term, the programs currently housed at North Vista (ELL North, WAVE North and North Vista) will be moving into the new North Education Center.

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M E M O R A N D U M

Date: July 19, 2011

To: Board Facilities Committee

From: Thomas Shultz, Director of Facilities

RE: Recommendation for Board Approval of NEC Change Order

The original allowance for a larger Energy Recovery Unit (ERU) in the contract for J. E. Dunn was \$17,250. It has been estimated that an additional \$38,188.53 is needed because the ERU is an exterior housed unit (versus an interior unit as originally designed) and also larger. In addition to the ERU, the drawings also added 32 control sensors, 4 pumps and 3 pieces of fin tube radiation. The fact that it is an exterior unit, and the addition of the sensors, pumps and fin tube radiation mentioned above results in a higher cost.

TSP will provide further explanation.