

**WAUNAKEE COMMUNITY SCHOOL DISTRICT  
BOARD OF EDUCATION FACILITY COMMITTEE MEETING**

Monday, May 1, 2023

7:30 AM

Waunakee Community School District  
905 Bethel Circle  
Waunakee, WI 53597

Members of the public may attend Board of Education meetings in-person, and will be asked to check in with District personnel when you arrive.

Public comments will be limited to 3 minutes. The Board will allow 30 Minutes for public comments.

Public comments may be sent to Rebecca McDonough at [district\\_administrator@waunakee.k12.wi.us](mailto:district_administrator@waunakee.k12.wi.us) up to one hour before the start of the Board meeting. All comments will be reviewed by the Board members. Emailed comments will be reviewed by the board but not read out loud. Emailed comments sent during any part of the board meeting (Board Development, Closed session, Open session) will be forwarded to the board but may or may not be reviewed by the board until after the board adjourns. Comments must include the commentator's name, address, and must identify their connection to the District (if any) and any group they are representing in order to be considered by the Board.

If you would like to address the Board in-person during the public comments section of the meeting, you will be greeted in the lobby of the building, asked to check in with District personnel when you arrive so that you can be recognized and address the Board when your name is called.

A recording of the meeting will be posted on the District webpage within 24 hours of the meeting time.

**AGENDA**

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. APPROVE AGENDA**

**IV. PUBLIC COMMENTS**

**V. HERITAGE ELEMENTARY SCHOOL**

A. Structural Steel Install Bids

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The purpose of this agenda item is to review the structural steel install bids. Vogel Brothers is working through the process of evaluating the bids that have been received. A bid summary will be presented at the meeting. Attached please find a document identifying the scope of work for these bids. Administration is requesting a recommendation for the School Board meeting on May 8th.

B. Timeline for Remaining Bids/Guaranteed Maximum Price

The purpose of this agenda item is to review the timeline for the bidding/guaranteed

maximum price process over the next several months. The Vogel team will share this information with the Facility Committee at the meeting. This is an informational only agenda item.

#### C. Approval Process for Contingency Use

The purpose of this agenda item is to review an approval process for contingency funds. The existing School Board policy on Purchasing Approvals (<https://resources.finalsite.net/images/v1651837029/waunakeek12wius/viyrjwvjlsmyd60hde6b/6721PurchasingApprovals080718c.pdf>) provides Superintendent approval authority for expenses between \$10,000 and \$24,999 and School Board approval for expenses required at \$25,000 and above. There are exceptions to the policy, but this is the general requirement.

Administration is requesting a discussion regarding the approval process for the use of the contingency funds during the project. The approval process could follow existing School Board policy, or the approval process could be modified with another process. Here is an example:

\$1 to \$49,999 Superintendent Approval (or Designee)

\$50,000 to \$99,000 Facility Committee Approval

\$100,000 + School Board Approval

Administration is seeking feedback from the committee on this topic.

#### **VI. REFERENDUM PROJECTS FURNITURE VENDOR SELECTION PROCESS**

The purpose of this agenda item is to provide an update on the furniture vendor selection process. The Facility Committee previously recommended approving the furniture selection process proposal from EUA. The School Board approved this proposal and EUA has been working through the vendor selection process. A request for quote was submitted to 7 furniture vendors. These furniture vendors were selected jointly between the district and EUA. We received 6 responses, and these responses were jointly evaluated by the district and EUA. Based on the evaluations, 3 vendors will be interviewed on Thursday, April 6th. These vendors are Demco, Duet, and Atmosphere. The building level administrative staff is in the process of evaluating vendors through site visits/reference checks. Administration intends to request approval of the furniture vendor at the May 8th School Board meeting.

#### **VII. 2023-24 CAPITAL MAINTENANCE PROJECTS**

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The purpose of this agenda item is to review the 2023-24 capital maintenance projects. The Budget and Facility Committees reviewed this topic previously, and indicated a preference to fund annual capital maintenance projects from Fund 49 (referendum fund), while building up an annual capital maintenance fund in Fund 10 (general fund). Previously, all annual capital maintenance projects were funded through Fund 41.

Administration shared information with the Facility Committee last month regarding high

priority HVAC projects and annual capital maintenance projects. Several of the capital maintenance projects were still awaiting quotes, so the Facility Committee decided to recommend the HS elevator project and the TLF roof project for approval at the April 10th School Board meeting.

The Facility Committee requested that administration consolidate all projects lists into a single, comprehensive list for easier tracking. Attached please find our work in this area. The project summary page provides a high level overview of the budget information, projects approved to date, pending projects, and projects that administration is requesting review by the Facility Committee this month. Please know that there is a much larger project list that has not been included that identifies all of the long-term capital maintenance projects, and this larger project list will continue to be prioritized throughout the timeframe of this referendum project.

For the May 8th School Board meeting, administration is requesting approval of the projects with quotes on this list, which totals \$1,476,365. The \$1,476,365 includes HVAC projects of \$1,015,000 and \$461,365 of annual capital maintenance projects. The total 2023-24 annual capital maintenance projects (including the 2 projects approved last month) would be \$517,000 of the typical \$525,000 annual expenditure for capital maintenance projects.

Also attached you will find supporting information on the HVAC projects. These three HVAC projects are the highest priority HVAC related projects from the long-term capital maintenance plan.

**VIII. FUTURE MEETINGS**

Administration will be requesting several meetings over the next several months to continue the various steps with the November referendum planning process.

**IX. ADJOURN**

“Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires assistance with access or materials should contact the Waunakee Community School District Office at 849-2000, 905 Bethel Circle Drive Waunakee, WI 53597, at least twenty-four hours prior to the commencement of the meeting so that necessary arrangements can be made to accommodate the request.”

**Clarification 1 to Bid Package 02**

**Wauwaukee Community School District – New Heritage Elementary School**

**Steel Erection Scope**

**NOTE: Steel Fabrication has already been awarded to Endres Manufacturing.**

**NOTE: If bidding both rebar installation and steel erection, provide separate proposals.**

- A. Subcontractor to install only metal fabrications as indicated on drawings and specifications. Includes, but not limited to: installation of stub columns at low windows, clips and bent plate at fire walls, steel columns, steel beams, acoustical decking (loose acoustical insulation installed by roofer) and regular metal decking, joists and deck (including all bridging and bracing), edge angles for topping pours, railings and stairs, entrance canopies, columns at planter walls, miscellaneous steel for overhead doors and swings, elevator pit ladders, and roof access ladder.
- B. All welding and anchoring of steel should be included as part of this scope. Includes joist and deck.
- C. Steel moment connections will be the responsibility of this subcontractor. Inspection of these connections is by others.
- D. Subcontractor specifically includes all steel framing and miscellaneous metals installation for all roof hatches, vents, penetrations, etc.
- E. Subcontractor specifically includes coordination with architectural, elevator, mechanical, electrical, plumbing and fire protection contractors during installation. No changes shall be permitted without written approval by the structural engineer.
- F. Subcontractor agrees to install stairs in separate mobilizations if necessary, to allow access to the second floor areas after the adjacent topping has been poured.
- G. Installation of 5 interior stairs should be included.
- H. Subcontractor shall include temporary safety railing and cable system on upper decks and at temporary stair and ladder access installation and removal at construction managers request.
- I. Subcontractor to install elevator hoist beam furnished by and as required by the elevator contractor.
- J. Subcontractor shall include all unloading of steel materials at the project site and all necessary equipment for erection including lulls, cranes, etc.
- K. Subcontractor will acknowledge receipt of delivered materials as checked in by Vogel Bros Building Co.
- L. Steel inspection costs will be by others. This subcontractor will coordinate in the scheduling of inspections with Vogel Bros Building Co.
- M. Work will be sequenced from South to North.
- N. The schedule provided as part of this clarification is for general timing. Steel sequencing, by area, will be done in conjunction with the awarded subcontractor.

2. Labor Rates:

Iron Worker Foremen =

Iron Worker Journeyman =

Iron Worker Apprentice =

Approximate crew size =

Approximate duration =

WCSD - New Heritage Elementary School									1-May-23
Structural Steel Erection									
Company	JP Cullen	Badgerland	Cary	Capital Steel Erectors, Inc	SPE	Red Cedar	VBBC Budget	Difference	
Date	1-May	1-May	1-May	1-May	1-May	1-May	1-May	1-May	
Contact	Adam Mentnik/Nathan Kane	Scott Nelson	Andy Clements	Aaron Hellenbrand	Brian Haupt	Dan Wengel	Rich Stoffels	5	
Phone #	(414) 988-0075	(608) 849-7710	(608) 790-0327	(608) 767-3300	(920) 687-1441	(715) 235-0618			
BID									
Structural/Misc Steel	\$ 826,714	\$ 838,000	\$ 878,800	\$ 920,100	\$ 1,084,600	\$ 1,164,400	\$ 850,000	\$ -	
CONTRACT TOTAL	\$ 826,714	\$ 838,000	\$ 878,800	\$ 920,100	\$ 1,084,600	\$ 1,164,400	\$ 850,000	\$ 23,286	



April 26, 2023

Waunakee Community School District  
905 Bethel Circle  
Waunakee, WI 53597  
Attn: Steve Summers

**Project Description: First (3) HVAC Projects for Referendum Maintenance Budget**

**Project #1:** Replace AHU-5 at the High School

**Equipment Price for Initial PO:** \$119,000

**Total Budget for Project Including Equipment:** \$300,000

**Lead Time for Equipment:** 45 weeks

**Notes:** Price includes electrical and general construction of doorways to get new equipment in for complete turnkey installation.

**Project #2:** Replace Chiller at Arboretum Elementary

**Equipment Price for Initial PO:** \$133,000

**Total Budget for Project Including Equipment:** \$200,000

**Lead Time for Equipment:** 43 weeks

**Notes:** Price includes electrical reconnect and crane for complete turnkey installation.

**Project #3:** Replace Chiller #2 at the High School

**Equipment Price for Initial PO:** \$328,000

**Budget for Project Including Equipment:** \$515,000

**Lead Time for Equipment:** 47 weeks

**Notes:** This project includes upgrading from 250-tons to 350-tons. This will include engineering to select the new chiller, pumps, piping, etc. That design is included in the equipment PO price. The overall budget includes an allowance for electrical, roofing, a stand and all the materials and labor for complete installation. The only thing excluded is structural modifications if needed to support the new, larger unit. This will be determined after design.

Thank you for your consideration on this project. Should you have any questions, please feel free to contact me by phone at (608) 842-3932 or by email at prothering@naminc.com.

Sincerely,

Pete Rothering  
North American Mechanical, Inc.

**Approval:**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# WCSD Maintenance Work Tracking Summary



## MAINTENANCE BUDGET

<b>11/4/2022</b>	<b>Total amount budgeted in referendum</b>	<b>\$ 6,395,000</b>
<b>4/20/2023</b>	<b>Approved projects amount to date</b>	<b>\$ (1,987,432)</b>
<b>11/4/2022</b>	<b>Bleacher Extension Referendum Amount</b>	<b>\$ 500,000</b>
<b>TBD</b>	<b>Funds allocated from contingency or interest</b>	<b>\$ -</b>
	<b>TOTAL FUNDS AVAILABLE</b>	<b>\$ 4,907,568</b>

## APPROVED (BY BOARD) PROJECTS

Date	Description	Location	Bid Amount
3/13/2023	Warrior Stadium track replacement, bleacher expansion and related improvements	High	\$ 1,300,000
4/10/2023	Roof replacement - entire roof	Middle	\$ 631,000
4/10/2023	Redo TLC Roof*	High	\$ 46,300
4/10/2023	Freight Elevator Security *	High	\$ 10,132
			\$ -
		<b>Subtotal</b>	<b>\$ 1,987,432</b>

## PENDING PROJECTS

3/13/2023	Softball Lights/Field Evaluation	High	\$ -
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## PROPOSED (NOT APPROVED) PROJECTS

5/1/2023	Emergency Roof Repairs (NORTHERN)	District	\$ 40,000
5/1/2023	Emergency HVAC Repairs (NAMI)	District	\$ 25,000
5/1/2023	Emergency Plumbing Repairs (HOOPER)	District	\$ 25,000
5/1/2023	Emergency Electrical Repairs (GLOBALCOM/WESTPHAL)	District	\$ 25,000
5/1/2023	Replace Walking Path near Century Avenue and Community Drive	District	\$ 33,453
5/1/2023	Safety Film on all doors	District	\$ 46,374
5/1/2023	Low Driveway Inlet * (SOUTH CENTRAL CONTRACTING)	Prairie	\$ 2,842
5/1/2023	(2) Card Readers	Prairie	\$ 13,099
5/1/2023	(4) Magnetic Door Holders	Prairie	\$ 13,270
5/1/2023	Asphalt Under Gaga Pits * (WOLF PAVING)	Arboretum	\$ 19,741
5/1/2023	Broken Curb Inlet Hole/Culvert * (SOUTH CENTRAL CONTRACTING)	Arboretum	\$ 7,000
5/1/2023	4 Card Readers & at Double Doors by Office * (GLOBALCOM)	Arboretum	\$ 13,099
5/1/2023	(8) Magnetic Door Holders to isolate sections of building during lockdown *	Arboretum	\$ 26,539
5/1/2023	8 Magnetic Door Holders for securing pods during lockdown *	Intermediate	\$ 26,539
5/1/2023	Classroom 131 Window *	Middle	\$ 10,940
5/1/2023	Door 1 Entrance Stair Treads *	Middle	\$ 21,900
5/1/2023	Door 1, 10 Walkway Concrete Replacement	Middle	\$ 29,860
5/1/2023	Sidewalk Repair * (Confirmed split cost with Village)	Middle	\$ 20,000
5/1/2023	High School Bus Loop Sidewalk Ramp Replacement	High	\$ 4,950
5/1/2023	16 Lockable Restrooms *	High	\$ 6,553
5/1/2023	Room 1433, 1411, 1501 Carpet	High	\$ 13,290
5/1/2023	4 Card Readers at front office, other locations	High	\$ 16,000
5/1/2023	Repair dust collector in Woodshop	High	\$ 4,711
5/1/2023	High School CO2 Tank Pad and Fencing	High	\$ 9,902
5/1/2023	Front Door Canopy	District Office	\$ 6,303
5/1/2023	Air Handling Unit 05 Replacement	High	\$ 300,000
5/1/2023	Replacement of Chiller CH002 - includes upgrade to 350-ton	High	\$ 515,000
5/1/2023	Replacement of Chiller CH001	High	\$ 200,000
		<b>Subtotal</b>	<b>\$ 1,476,365</b>