

**MEMO TO: BOARD MEMBERS
DR. JOHN SIMPSON**

FROM: BRUCE ELLERMAN

DATE: MAY 22, 2017

RE: REPORT ON 2016-17 BUILDING ADVISORY COMMITTEE (BAC) WORK

The Building Advisory Committee (BAC) is one of Webster Groves School District's (District) standing Board committees. Its basic charge is to:

- Review/monitor district facility issues and needs;
- Advise the district on major facilities/building projects; and
- Make long-range facilities related recommendations to district and the Board.

BAC membership is comprised of 11 community members with construction and/or facilities management expertise, along with 2 representatives of the Board, 1 building administrator and 3 representatives of the WGSD central administrative staff, as follows:

Community Members:

Bruce Wood	Chris Piazza	Chuck Mittler
Cyndi Demick	Jim Cibulka	Mark Arens
Monica Connors	Randy Curtis	Robert Potocnjak
Sabrina Westfall	Tristen Wiley	

Board Members:

Emerson Smith	Steve Loher
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Administration

John Raimondo	Matt Palmer	Rob Steuber
Bruce Ellerman		

Figuratively speaking, 2016-17 has been a year of needs assessment and foundation building for the Building Advisory Committee (BAC). As such, BAC focus has been on three major areas:

- Review of District facility space in light of new student enrollment projections;
- Identification and planning for 2017 summer facilities projects; and
- Planning for development of a Comprehensive Assessment of District facility needs.

Facilities Space/Enrollment Projections

When the District received new long-range student enrollment projections earlier this year, the BAC undertook a review of space/capacity at each district campus (copy attached for your reference). Two lines are shown for each school—a “Proj” or projected line and an “Actual” line. The projected line represents the total number of resident students projected in the school’s attendance area per the new enrollment projections regardless of whether or not they actually enroll at the school. The actual line represents the number of students expected to actually enroll in the school and accounts for intra-district choice students (both in and out of the school’s attendance area), tuition students, students of staff members, etc. Based on this review, no immediate space needs were identified due to expected enrollments. However, Bristol Elementary, Clark Elementary and Edgar Road Elementary are projected to start pushing their maximum capacities toward the end of the 5 year projection period—i.e. around 2021. Given the significant number of years out before space constraints are indicated, the assumptions used in the enrollment projections, the assumptions used in setting the maximum capacity of a building and the assumption that intra-district school choice transfers would continue in the same proportion as currently prevails, the BAC felt there was no urgent space needs to address at this time. Instead the BAC recommended continued monitoring of projected student enrollments and instructional program needs as they are updated each year.

2017 Summer Facilities Projects

Each year, the Facilities Department develops a list of potential building related projects for summer completion. This list represents a combination of requests from the principals and known issues identified by the Facilities Department in the normal course of building utilization and maintenance throughout the year. These potential projects are then prioritized and cost-estimated by central district administration in consultation with the BAC. Available funding is then allocated on a priority basis until such funds are depleted. Based on this process, the planned list of Summer 2017 projects is attached for your reference. As you can see, there is something significant planned for almost every campus this summer (except for the Administration Office, the Warehouse and the Service Center). Along with a few dozen minor projects, major projects are the High School Auditorium seating replacement, Selma Field press box construction and Steger hallway flooring asbestos abatement. It’s going to be a busy summer for Facilities!

Comprehensive Assessment of District Facility Needs

The Facilities Department has been consulting with the BAC on the development of a Request for Qualifications/Proposal for a comprehensive study and assessment of district facility needs (“Facilities Assessment”). This Facilities Assessment would identify the age, condition, maintenance requirements and replacement cycle for every major component/subsystem of each District building/facility. In addition, an estimated replacement cost would be identified, along with any relevant repair or maintenance costs. This study would provide the basis of planning for both future annual operating budget needs to cover repairs/maintenance and for potential bond issue timing/needs with respect to replacements/other major capital outlays. This RFP/RFQ is still under development and is scheduled to be issued this summer. The actual assessment work is expected take around 6-8 months.

RECOMMENDED BOARD ACTION....report only; no action necessary.

WGSD

Enrollment Projections - Mid Series

110%

PROJ are based on numbers living in school's attendance area

ACTUAL are based on numbers actually enrolled or projected to actually enroll in the school

Legend:



Red shading indicates building above maximum.


Yellow shading indicates building above desirable.

No shading indicates building at or below desirable.

YEAR	MAXIMUM		ACTUAL 2009-10	ACTUAL 2010-11	ACTUAL 2011-12	ACTUAL 2012-13	ACTUAL 2013-14	ACTUAL 2014-15	ACTUAL 2015-16	PROJECTED 2016-17	RATIO of PROJ vs ACT	PROJECTED 2017-18	PROJECTED 2018-19	PROJECTED 2019-20	PROJECTED 2020-21	PROJECTED 2021-22
	DESIRABLE CAPACITY	CAPACITY @ 110%														
AVERY-PROJ	456	502	446	485	503	518	524	560	562	531	103.00%	537	508	514	480	489
AVERY-ACTUAL	456	502	499	538.02	515.18	530.25	520	548	549.2	516.2		521	493	499	466	475
PROJ VS ACT%			89.38%	90.15%	97.64%	97.69%	100.77%	102.19%	102.33%	102.87%	103.00%	103.07%	103.04%	103.01%	103.00%	102.95%
BRISTOL-PROJ	418	460	444	449	457	461	458	463	448	446		442	428	434	434	447
BRISTOL-ACTUAL	418	460	435.63	429.63	445.12	451.03	445.32	451.05	433	461		456	441	447	447	461
PROJ VS ACT%			101.92%	104.51%	102.67%	102.21%	102.85%	102.65%	103.46%	96.75%	97.00%	96.93%	97.05%	97.09%	97.09%	96.96%
CLARK-PROJ	304	334	268	297	311	334	342	349	348	378		380	390	402	408	428
CLARK-ACTUAL	304	334	289.76	306.2	322.2	344	336.04	334.04	326	308.02		311	320	330	334	351
PROJ VS ACT%			92.49%	97.00%	96.52%	97.09%	101.77%	104.48%	106.75%	122.72%	122.00%	122.19%	121.88%	121.82%	122.16%	121.94%
EDGAR ROAD-PROJ	361	397	433	424	419	416	411	395	410	420		412	418	412	435	438
EDGAR ROAD-ACTUAL	361	397	391	375	382	379	379.02	371.2	385	383		378	383	378	399	402
PROJ VS ACT%			110.74%	113.07%	109.69%	109.76%	108.44%	106.41%	106.49%	109.66%	109.00%	108.99%	109.14%	108.99%	109.02%	108.96%
HUDSON-PROJ	228	251	184	182	210	196	199	204	186	179		176	180	184	187	188
HUDSON-ACTUAL	228	251	196	201	223	209	221.02	232.43	222	223		217	222	227	231	232
PROJ VS ACT%			93.88%	90.55%	94.17%	93.78%	90.04%	87.77%	83.78%	80.27%	81.00%	81.11%	81.08%	81.06%	80.95%	81.03%
COMPUTER SCHOOL-PROJ	132	145														
COMPUTER SCHOOL-ACTUAL	132	145	118	125	127	130	129	131	124	120.51		132	132	132	132	132
PROJ VS ACT%			0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%					
TOTAL ELEM-PROJ	1899	2089	1775	1837	1900	1925	1934	1971	1954	1954		1947	1924	1946	1944	1990
TOTAL ELEM-ACTUAL	1899	2089	1929.39	1974.85	2014.5	2043.28	2030.4	2067.72	2039.2	2011.73		2015	1991	2013	2009	2053
PROJ VS ACT%			92.00%	93.02%	94.32%	94.21%	95.25%	95.32%	95.82%	97.13%		96.63%	96.63%	96.67%	96.76%	96.93%

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ACTUAL are based on numbers actually enrolled or projected to actually enroll in the school

 Yellow shading indicates building above desirable.
 No shading indicates building at or below desirable.

YEAR	MAXIMUM		ACTUAL 2009-10	ACTUAL 2010-11	ACTUAL 2011-12	ACTUAL 2012-13	ACTUAL 2013-14	ACTUAL 2014-15	ACTUAL 2015-16	PROJECTED 2016-17	RATIO of PROJ vs ACT	PROJECTED 2017-18	PROJECTED 2018-19	PROJECTED 2019-20	PROJECTED 2020-21	PROJECTED 2021-22
	DESIRABLE CAPACITY	CAPACITY @ 110%														
STEGER-PROJ	330	363	289	276	315	317	316	310	355	331		342	367	316	345	344
STEGER-ACTUAL	330	363	318.33	309.2	342	341	337	327	376	335		345	371	319	348	347
PROJ VS ACT%			90.79%	89.26%	92.11%	92.96%	93.77%	94.80%	94.41%	98.81%	99.00%	99.13%	98.92%	99.06%	99.14%	99.14%
HIXSON-PROJ	700	770	563	584	593	611	636	636	607	670		697	684	720	693	670
HIXSON-ACTUAL	700	770	638.62	646.77	650.17	667	686.43	677.5	639.94	705.06		734	720	758	729	705
PROJ VS ACT%			88.16%	90.29%	91.21%	91.60%	92.65%	93.87%	94.85%	95.03%	95.00%	94.96%	95.00%	94.99%	95.06%	95.04%
WGHS-PROJ	1600	1760	1187	1165	1164	1168	1199	1228	1245	1256		1258	1315	1340	1389	1454
WGHS-ACTUAL	1600	1760	1334.59	1293.31	1276.65	1276.14	1291.42	1317.7	1324.49	1331.34	some part-tim	1338	1399	1426	1478	1547
PROJ VS ACT%			88.94%	90.08%	91.18%	91.53%	92.84%	93.19%	94.00%	94.34%	94.00%	94.02%	94.00%	93.97%	93.98%	93.99%
GRAND TOTAL- PROJ	4529	4982	3814	3862	3972	4021	4085	4145	4161	4211		4244	4290	4322	4371	4458
GRAND TOTAL- ACTUAL	4529	4982	4220.93	4224.13	4283.32	4327.42	4345.25	4389.92	4379.63	4383.13		4432				
PROJ VS ACT%			90.36%	91.43%	92.73%	92.92%	94.01%	94.42%	95.01%	96.07%						

Webster Groves School District
 2017-18 Facilities Project Planning List
 Revised: 4/21/2017

<u>Building</u>	<u>Priority</u>	<u>Timing</u>	<u>Type</u>	<u>Issues</u>	<u>Description</u>
Ambrose	medium	atp	lighting		Improve Hallway Lighting @ south end of main north/south hallway.
Ambrose	medium	summer	bathroom	3	\$1,000 Redo bathroom in nurse's office. Flooring and ceiling
Ambrose	medium	atp	flooring	2	Strip and wax
Ambrose	low	atp	construction		Provide some closet/storage space along one of gym walls.
Ambrose	high	asap	roof	1	Repair possible roof leak in "collaboration room" (ceiling tile continually water damaged).
Ambrose	medium	work order	outdoor		If not already done, remove brush & debris from fenced in area at SW corner of property.
Ambrose	high	asap	outdoor		\$2,000 Extend rock retaining wall on south property line eastward until ground levels out (about 20 feet). Remove/grind down exposed tree stump (along south property line close to rock retaining wall) to ground level or below.
Ambrose	high	asap	outdoor		\$2,000
Avery	high	summer	flooring	1	\$17,000 Abate/Remove/replace front hallway carpeting on main floor with tile. Remove/replace "A" logo on gym floor with new logo. Current logo is copy of University of Arizona's. Need new "A"
Avery	medium	summer		3	\$1,000
Bristol	medium	summer	flooring	1	\$5,300 Replace/install carpeting in some classrooms. Rms 102, 103, 104
Bristol	high	summer	asphalt	2	\$8,000 Repair asphalt play area in back of building. Has large crack in area where children play. Address discoloration of exterior below windows. Something leeching from window frames to brick.
Bristol	medium	atp	exterior	3	
Bristol	medium	atp	construction		Convert computer lab in library to reading rooms.
Clark	high	summer	construction	2	\$3,000 water drainage bid for front drain
Clark	high	summer	construction	1	\$15,000 Water in conduit working on solution
Clark	high	summer	lighting	3	\$30,000 Install of library light fixtures purchased by PTO. Clark light eng.
Clark	medium	summer	electrical		Relocation/addition of a few electrical and data outlets to be nearer to smartboards.
Clark	low	atp	painting		Repaint main office and nurse's area
Clark	medium	April	playground		Installation of 2 outdoor benches being donated by 5th grade parents.
Edgar Road	high	summer	construction	4	PTO is paying for construction of awning over concrete pad on south side of building.
Edgar Road	high	summer	drainage	2	\$4,600 Address water pooling issue by parking lot.
Edgar Road	high	summer	sidewalk	1	"""" Address drainage & repair/replace steps to lower level by parking lot. Repair ongoing water issue in Room 96 (Art Room). Appears to be coming in from either gutter overflow or back splash seeping in to joint between building and concrete pad. Possibly install flashing at that joint?
Edgar Road	high	asap	exterior	3	
Edgar Road	medium	atp	sidewalk	5	\$1,000 Need long-term solution to bare ground areas in front of building where students congregate & stand while waiting for parent pickup.
Edgar Road	medium	atp	exterior		Re-siding/fixing storage shed on south side of building.
Hixson	medium	summer	painting		Routine inside painting.
Hixson	medium	summer	painting	2	Paint inside exposed brick wall areas.

Hudson	medium	summer	flooring	2	\$6,000	Replace carpeting with tile in room 108.
Hudson	high	asap	plumbing	1	\$2,000	Need permanent resolution to smell problem associated with inside drain.
Hudson	medium	atp	HVAC			Resolution of a/c reliability problem. Tends to have operating issues every year. Needs insulation
Steger	high	summer	flooring	1	\$50,000	Replacement of hallway flooring. Specific timeframe needed. Indication of what teachers need to do before leaving for summer.
Steger	high	summer	construction	2	\$20,000	Renovation of boys and girls Vega restrooms. Additional sink in boys, stall lock replacement in girls, make both handicapped accessible if possible. Architect drawing
Steger	medium	atp	signage		\$2,000	Installation of Braille signs throughout school...room numbers, etc.
Steger	medium	atp	playground			Removal of basketball goal so Mike Uhrich can construct gaga ball pits.
Steger	medium	summer	painting			Painting of hallways with new colors.
Steger	medium	summer	playground			Annual removal of honeysuckle growth.
Steger	medium	atp	playground			Annual line painting and resurfacing of playground. Also repaint of playground equipment if possible.
WGHS	high	summer	construction	1	\$85,000	Selma Press Box.
WGHS	high	summer	construction	1	\$25,000	Gym floor
WGHS	high	summer	construction	1	\$399,124	Knight Auditorium seating carpet/flooring, paint, lighting/electrical
WGHS	medium	summer	construction	2	\$20,000	Convert 3rd floor old academic lab in far southern corner of building for use by SSD students.
WGHS	medium	atp	painting			Ongoing plastering of library walls needed.
WGHS	low	atp	painting			Plaster repair in Taco Bell area.
WGHS	low	atp	flooring	3	\$15,000	Repair floor tile in café and PV commons.
WGHS	medium	atp	doors	4		Install door for Diane Stromberg.
WGHS	medium	summer	painting			Annual summer paint list.
Serv Cent					\$12,500	Water mitigation
						Construction Project
						Maint/work order