



The Helena Public Schools educate, engage, and empower each student to maximize his or her individual potential with the knowledge, skills and character essential to being a responsible citizen and life-long learner.

Board of Trustees – Facilities & Maintenance Committee Meeting

Monday, February 7th, 2022 – 12:00pm

Lincoln Conference Room and Microsoft Teams

Members of the public are able to attend remotely by clicking here:

<https://teams.microsoft.com/l/meetup-join>

We ask that all participants mute their microphone until called upon by the Board Chair for general and/or specific public comments. Upon completing public comment, please ensure that your microphone is again muted.

AGENDA

I. CALL TO ORDER/INTRODUCTIONS

II. REVIEW OF AGENDA

III. **GENERAL PUBLIC COMMENT:** *This is the time for comment on public matters that are not on the agenda. Public matters do not include any pending legal matters, private personnel issues or private student issues. Please do not attempt to address such issues at this time or you will be ruled out of order. The Board cannot enter into a discussion during General Public Comment.*

IV. REVIEW OF 01.10.22 COMMITTEE MEETING MINUTES

IV. NEW BUSINESS

- A. Lincoln Center Roofing Bid
- B. Growing Friends-Proposals for Trees and Partnerships in Planting
- C. RFQ Update
- D. Kessler Sewer Easement
- E. Facilities Surplus
- F. Discussion About Running Bonds and Levies

V. BOARD COMMENTS

VI. ADJOURNMENT



The Helena Public Schools educate, engage, and empower each student to maximize his or her individual potential with the knowledge, skills and character essential to being a responsible citizen and life-long learner.

Board of Trustees – Facilities & Maintenance Committee

Lincoln Campus and via Microsoft Teams

Monday, January 10th, 2022 – 12:00 pm

MINUTES

ATTENDEES

Trustees: *Others:*

Siobhan Hathhorn, Committee Chair

Terry Beaver, Committee Member

Libby Goldes, Committee Member

Rex Weltz, Superintendent

Janelle Mickelson, Business Manager

Joslyn Davidson, Curriculum Administrator

Stacy Collette, Human Resources Director

Josh McKay, Assistant Superintendent

Rob Brewer, Maintenance Manager

Gary Myers, Director of Educational Technology

Barb Ridgway, Chief of Staff

Rich Whitney, Hulteng Representative

Karen Ogden, Communications Officer

Jonna Schwartz, Instructional Coach

Klint Fisher, Guest of the Public

Brian Cummings, Assistant

Superintendent

I. **CALL TO ORDER**

Committee Chair, Siobhan Hathhorn, called the meeting to order at 12:02 p.m.

II. **GENERAL PUBLIC COMMENT**

No comments were offered.

III. **REVIEW OF AGENDA**

No changes were made to the agenda.

IV. REVIEW OF MINUTES

Minutes from the 12.13.21 committee meeting were reviewed and approved.

V. NEW BUSINESS

A. Deferred Maintenance Plan Review

The committee reviewed the Deferred Maintenance Plan draft documents. Rich Whitney, Hulteng Representative, discussed the Deferred Maintenance Plan with the committee. Mr. Whitney said the team that compiled the information consisted of Jacob Augenstein who has done the architectural piece and the windows, Jeff Gruizenga who has done the mechanical and the plumbing, and John Kauffman who did the electrical, fire alarm, and safety and security. Mr. Whitney discussed that there are low, medium, and high priority items. The high priority items are things that need to be done now and over the next few years, a medium priority are things that need to be done in about five to ten years, and anything past that would be considered a low priority. Mr. Whitney discussed aging asphalt in the District with the committee, and how it is somewhat of a high priority. He also mentioned that all of the single pane windows in the District are identified in this document. Mr. Whitney discussed that in the Deferred Maintenance Plan the facilities are listed and they are assigned either a low, medium, or high priority. The individual totals for each school are listed in the column on the right, with the grand totals on the bottom for high, medium, and low costs. Mr. Whitney discussed that this projection does not cover things that you would have in your educational program that you would want to be able to do to deliver educationally, and it doesn't have the costs that will come out of your master plan to incorporate the educational program into your current physical plan. Mr. Whitney said it does have the costs for those warm, dry, safe, and accessible systems.

Mr. Whitney discussed Helena High School as an example from the Deferred Maintenance Plan. The committee discussed the main stairs and the parking lot at Helena High, what their priority level is, and some of the costs associated with repairing or replacing those items. The committee discussed that addressing the stairs at Helena High is a high priority. Mr. Whitney commented regarding the three original steam boilers and mentioned that if you were to replace those with a new energy efficient hot water boiler, you would save money on your utility bill. The committee discussed if you switch from steam to water, you must change all your piping and all your air handling units or ventilators. Mr. Whitney commented that the abatement costs are not listed in the Deferred Maintenance Plan report, and Mr. Rob Brewer has a current abatement plan.

Mr. Whitney commented that once you have your educational program in your Master Plan, this information can be incorporated into it. The committee discussed that the focus right now would be on the high priority and safety items, and to have Trustees and staff review those items. The committee also discussed that the best information is going to come from personnel within individual buildings. As they review their own buildings, they will be able to a much greater extent describe to us in their estimation what is high, medium, and low priorities.

The committee discussed that potentially the Assistant Superintendents Brian Cummings and Josh McKay could have meetings with each building site administrator asking them what would make their building work well and what they think the priorities are couple with this document. Mr. Rob Brewer, Maintenance Manager, said his team could add a lot of value to this document as well, and that addressing the high priority items will keep us out of emergency situations. The committee mentioned it would be beneficial to create a list of items that are not allowed in the buildings. The committee also discussed supply issues, work force issues, and how much the average square foot cost has increased since the new schools have been built. Mr. Whitney commented that he could set up a cell in the Excel spreadsheet that could calculate increases due to yearly inflation. Mr. Whitney concluded by stating that the costs reflected in the document are contracted costs.

B. Update on Roofing Projects for 2021-2022

The committee moved on to discuss the update on roofing projects for 2021 through 2022. Mr. Brewer discussed that the north wing of Four Georgians was left to be completed, and that work would begin as soon as school is out unless they feel that they could start earlier. Jefferson needs about an eighty percent reroof, it has been out to bid, and it has been awarded. The Lincoln Center is set to bid around the 18th, and the entire main building needs to be reroofed. C.R. Anderson needs a partial reroof over the multipurpose area and will be shortly coming out to advertisement. Mr. Brewer concluded by saying he would see where 7th Avenue Gym is in the rotation for roofing.

C. Discussion of RFQ For Consultant for Facilities Master Plan

The committee moved on to discuss the request for qualifications for a consultant to produce our Facilities Master Plan. The committee reviewed a draft of the request for qualifications. The committee discussed that if they were able to get the educational components ready to go and in line from our curriculum department and our administrative leadership, then they could have this RFQ potentially go out after the Martin Luther King holiday. The committee discussed a potential timeline for the RFQ process. They could proceed with questions to the potential bidders by the end of January, followed by a final addendum, having RFQ responses due by February 1st, followed by interviews near February 7th, make a final decision that week, and be ready to have a notice of award by the 20th of February. If we have awarded before March 1st, we could have them begin work in March, April, and May with internal and external public engagement and conversations of what's happening in the buildings, what does it look like we need to do, and talk about our educational program, etc. By June and July, we could have their recommendations with time for the Trustees to review that in light of our budget going forward. Then we can talk about the details and the results of the Facilities Master Plan in August. The committee discussed something that could impact this potential timeline is if we find a consultant that has other projects on their schedule.

The committee also discussed how this project would be funded. The committee discussed using the prior Facility Master Plan as an exhibit when they send out their RFQ and closed the meeting by discussing the upcoming levies.

VI. BOARD COMMENT

There were no further comments.

VII. ADJOURNMENT

The meeting was adjourned at 1:12 p.m.

MEMORANDUM

Date: January 18, 2022

To: Helena Public Schools
Attn: Rob Brewer
1201 Boulder Avenue
Helena, MT 59601

From: Cushing Terrell

RE: Award Recommendation
Lincoln Center – Roof Replacement Project

To whom it may concern.

The Lincoln Center Roof Replacement Project for the summer of 2022 bid on January 18, 2022. The contractor that provided the school district with the lowest bid to perform the work was Summit Roofing. Summit Roofing bid was \$58,146.00 lower than the next low bid.

The project consists of removing the existing 25+ year old roofing systems on the building totaling approximately 20,701 square feet and replacing the roof with a new, fully adhered single ply roofing system and new architectural class 4 shingles.

Cushing Terrell believes the submitted low bid falls in line with current pricing even with the material volatility currently being seen throughout the roofing marketplace. Cushing Terrell is also confident in Summit Roofing ability to successfully perform the work of the project in accordance with the Construction Documents.

It is Cushing Terrell's recommendation that the school district award the contract for the Roof Replacement Project at Lincoln Center to Summit Roofing, Inc. in the amount of \$209,750.00.

Please see attached official bid tabulation sheet.

Sincerely,



Patrick Todd
Associate / Roofing & Building Envelope Specialist

Cushing Terrell

BID TABULATION

HELENA PUBLIC SCHOOLS

Project: Lincoln Center
2022 Roof Replacement Project

Date: 1/18/2022
Location: District Facilities Office
Time: 11:00 AM MDT

Project Ref: HPS22_LIN_RR

CONTRACTOR	Red'd 10% Bid Bond	Rec'd. Add. # 1	Base Bid Roof Replacement
C&C Construction of the Pac. NW <small>Contractor Registration # 260917</small>	X	X	\$299,376.84
CentiMark, Corp. <small>Contractor Registration # 31442</small>	X	X	\$267,896.00
Summit Roofing INC. <small>Contractor Registration # 55897</small>	X	X	\$209,750.00
Ace Roofing LLC. <small>Contractor Registration # 161199</small>	X	X	\$301,670.00
Cushing Terrell			\$250,469.00

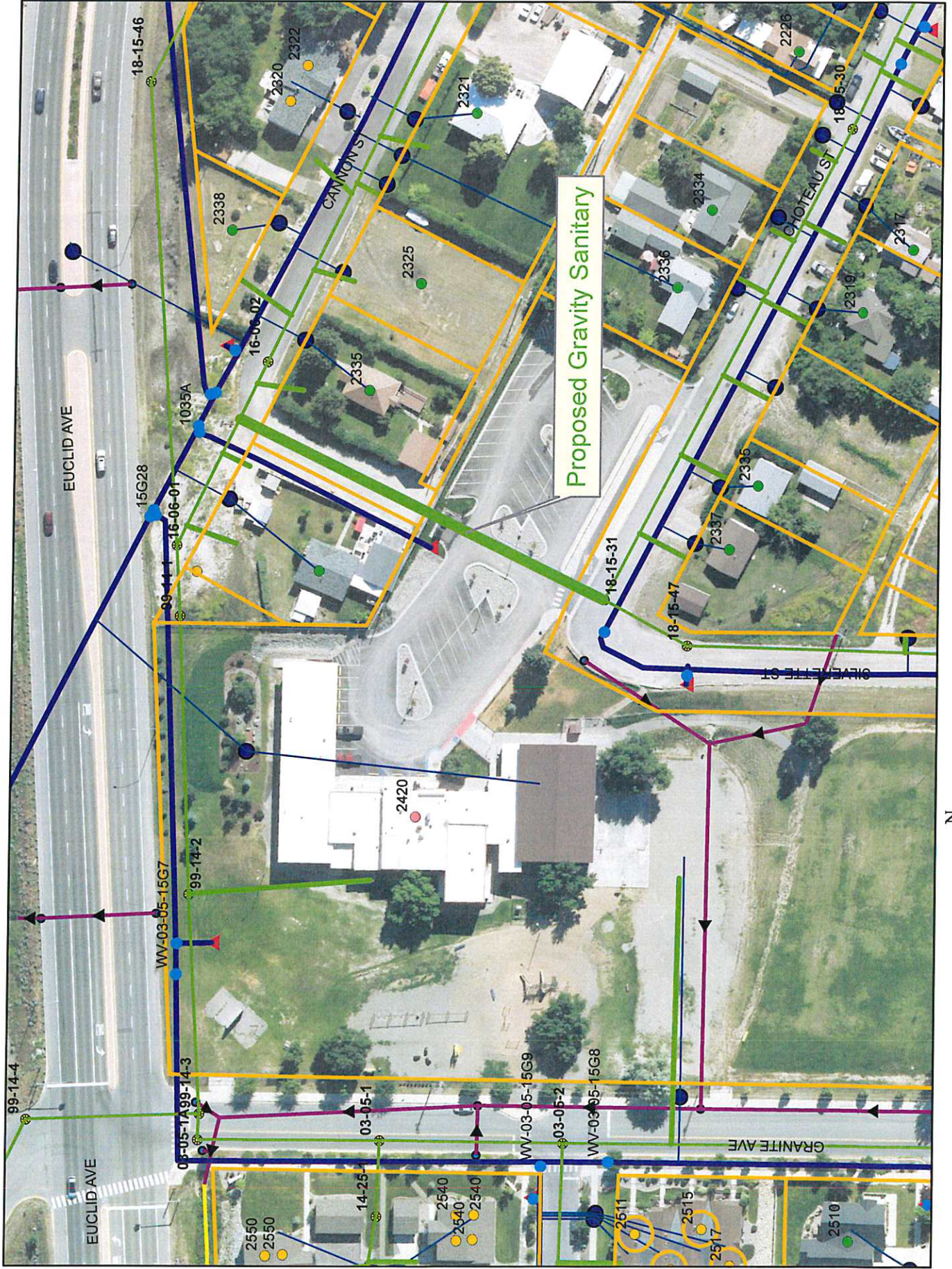
Project Name **Lincoln Center - Helena**
 Roof System: **Thermo Plastic Single Ply System**
 Project Number **HPS22 LIN_RR**
 Total Roof Area **20639 SF**
 Cost per SF \$12.14

		Quantity	Units	Material Price w/ OH & P	Labor Price w/ OH & P	Sub Total
DIV 01 General Conditions						
Sub	Misc. Equipment Crane & Lifts	1	LUMP	\$ 3,075.00	\$ 2,160.00	\$5,235.00
	Load / Set-up / Take-down	65	HR	\$ -	\$ 4,330.00	\$4,330.00
Sub	Warranty Fees (20 year NDL)	8288	SF	\$ 1,529.14	\$ -	\$1,529.14
DIV 02 Demolition						
Roof Section: 1						
	Remove Single Ply Roof Assembly	8288	SF	\$ -	\$ 5,521.09	\$5,521.09
	Disposal 1"	89.5	CY	\$ 3,854.30	\$ -	\$3,854.30
	Remove shingle Roof Assembly	12351	SF	\$ -	\$ 8,227.67	\$8,227.67
	Disposal Shingles	66.7	CY	\$ 2,871.89	\$ -	\$2,871.89
DIV 05 Metal						
	Fabricate & install new vented parapet cap	67	LF	\$ 356.75	\$ 22.32	\$379.07
	Fabricate & install new counterflashing	48	LF	\$ 232.56	\$ 15.99	\$248.55
	Fabricate & install new step flashing	48	LF	\$ 213.37	\$ 15.99	\$229.36
	Fabricate & install new head flashing	20	LF	\$ 92.10	\$ 6.66	\$98.76
DIV 06 Wood & Plastics						
Roof areas						
	Wood substright - 5/8" OSB	12351	SF	\$ 18,959.28	\$ 2,571.15	\$21,530.43
	Core Vent at Parapet	67	LF	\$ 356.75	\$ 74.39	\$431.14
DIV 07 Thermal & Moisture Protection						
	Substright board 1/4" DensDeck Prime MA	8288	SF	\$ 9,541.81	\$ 1,725.34	\$11,267.15
	Single Ply 60-mil TPO FB- FA	8288	SF	\$ 25,842.40	\$ 920.18	\$26,762.58
	TPO Baseflashing	438	LF	\$ 1,365.71	\$ 364.72	\$1,730.43
	TPO Curb Baseflashing	96	LF	\$ 291.66	\$ 106.58	\$398.24
	Plumb Pipe Jacks	23	EA	\$ 3,126.05	\$ 766.08	\$3,892.12
	Fabricate & install drip edge 24 Ga	157	LF	\$ 584.93	\$ 69.72	\$654.65
	Install tapered between drain	356	SF	\$ 1,246.64	\$ 118.58	\$1,365.22
	Install new synthetic base sheet	9975	SF	\$ 9,729.52	\$ 664.49	\$10,394.00
	Install new ice & water shield	2376	SF	\$ 3,077.37	\$ 395.70	\$3,473.07
	Install new starter course	683	LF	\$ 884.61	\$ 758.31	\$1,642.92
	Install new Class 4 shingle	12351	SF	\$ 37,523.57	\$ 4,113.83	\$41,637.41
	Install new Hip / Ridge	561	LF	\$ 1,426.29	\$ 2,491.42	\$3,917.71
	Install new valley metal	109	LF	\$ 418.30	\$ 363.05	\$781.35
	Install new turtle vents	48	EA	\$ 1,918.80	\$ 1,598.77	\$3,517.57
	Install new Style - D Edge Metal	683	LF	\$ 1,015.67	\$ 758.31	\$1,773.97
	Install new step flashing	48	LF	\$ 194.18	\$ 159.88	\$354.06
	Field Flash Vent pipes	4	EA	\$ 159.90	\$ 266.46	\$426.36
	Fabricate & install new SM jack	4	EA	\$ 415.74	\$ 266.46	\$682.20
DIV 22 Plumbing						
	Install new roof gutter	697	LF	\$ 8,916.02	\$ 773.85	\$9,689.87
	Install new roof downspouts	20	EA	\$ 6,396.00	\$ 1,332.31	\$7,728.31
	Fabricate & install new Conductor heads/ downspouts	5	EA	\$ 3,997.50	\$ 333.08	\$4,330.58

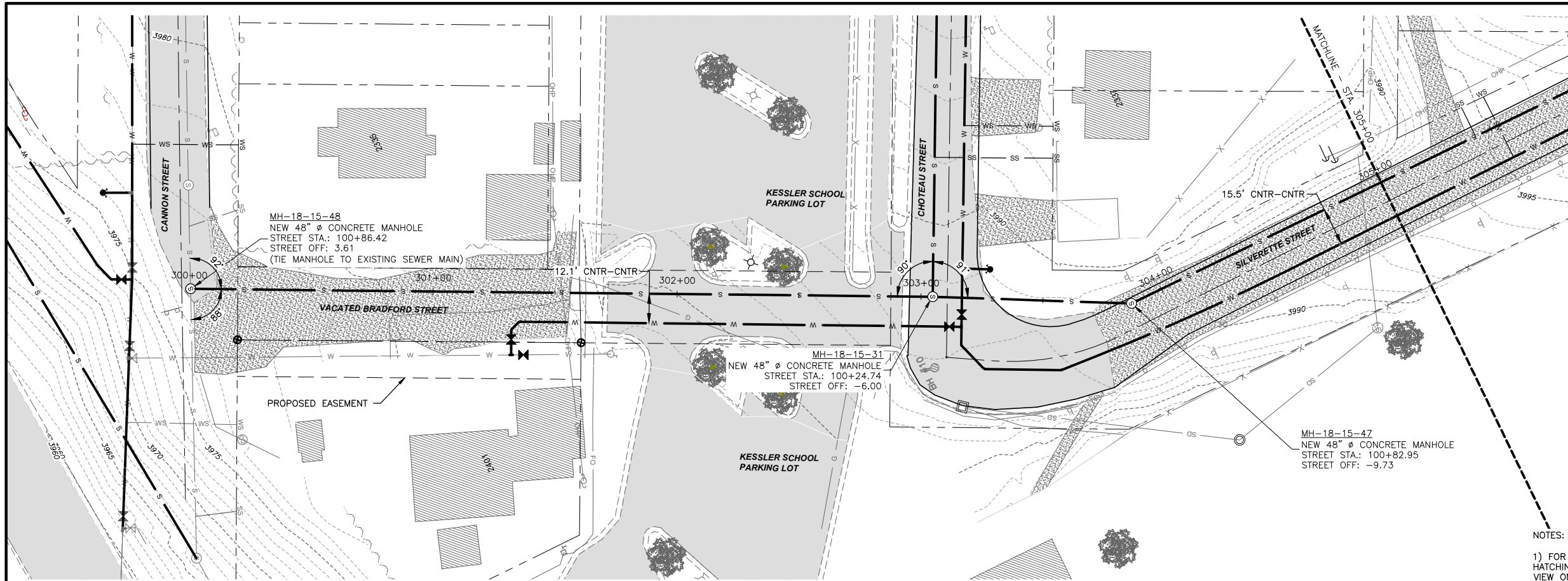
	Material Price w/ OH & P	Total Labor Price	
	\$148,613.82	\$ 41,292.35	\$190,906.17
Bonds & Insurance - Roofing :		2.50%	\$4,772.65
Material added shipping cost		2.0%	\$3,913.68
material volatility cost		15.0%	\$29,351.82
Design Contingency :		3.0%	\$5,870.36
Construction Contingency :		8.0%	\$15,654.31

Budget Estimate Total : \$250,468.90

S/SF \$12.14
 Total Labor Hours 587.44
 Crew Size : 5 man



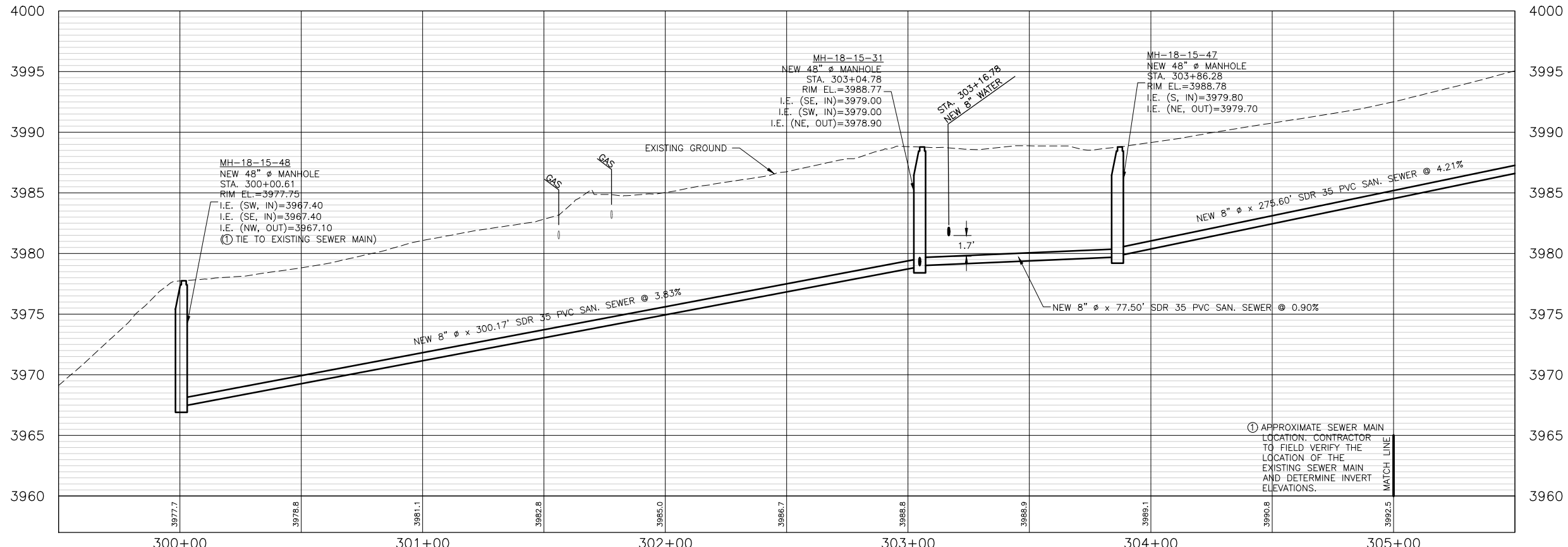
1 in = 100 ft



PLAN VIEW
 0 25 50
 SCALE IN FEET

NOTES:

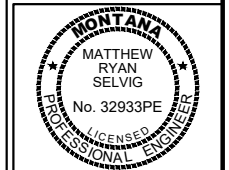
- 1) FOR CLARITY, THE PROPOSED PAVEMENT HATCHING HAS BEEN OMITTED WITHIN PLAN VIEW ON THIS SHEET.
- 2) ALL PROPOSED ROAD PAVEMENT SHALL BE 24' WIDE, AND ALL PAVEMENT INTERSECTION RETURNS SHALL BE 18' RADIUS UNLESS OTHERWISE NOTED.



PROFILE VIEW
 HORIZONTAL SCALE: 1" = 50'
 VERTICAL SCALE: 1" = 10'

NO.	REVISION DESCRIPTION	BY	DATE

PROJECT: 2018-15
 DESIGNED: MRS
 DRAWN: MRS
 CHECKED: DDP
 APPROVED: STH
 DATE: JUNE 26, 2019



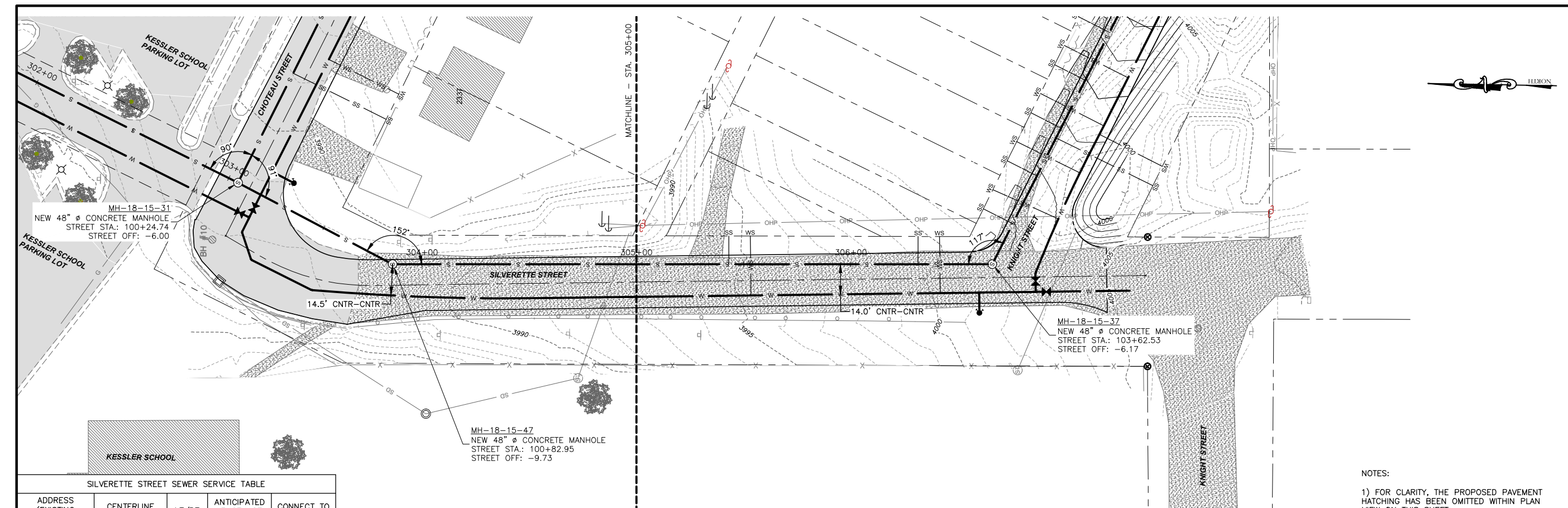
WWC ENGINEERING
 1275 MAPLE STREET, SUITE F
 HELENA, MT 59601
 (406) 443-3962

CITY OF HELENA
WESTSIDE WATER & SEWER
 PHASE 2
 SILVERETTE ST. SEWER PLAN PROFILE-1
 STA. 300+00 TO 305+00

SHEET NO.
85
 OF 115

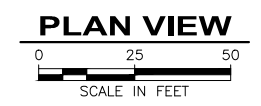
FINAL

K:\Helena\COH\18-130 Westside\DWG\SHEETS\SWR\Phase 2\Silverette St. Sewer Plan Profile-2.dwg

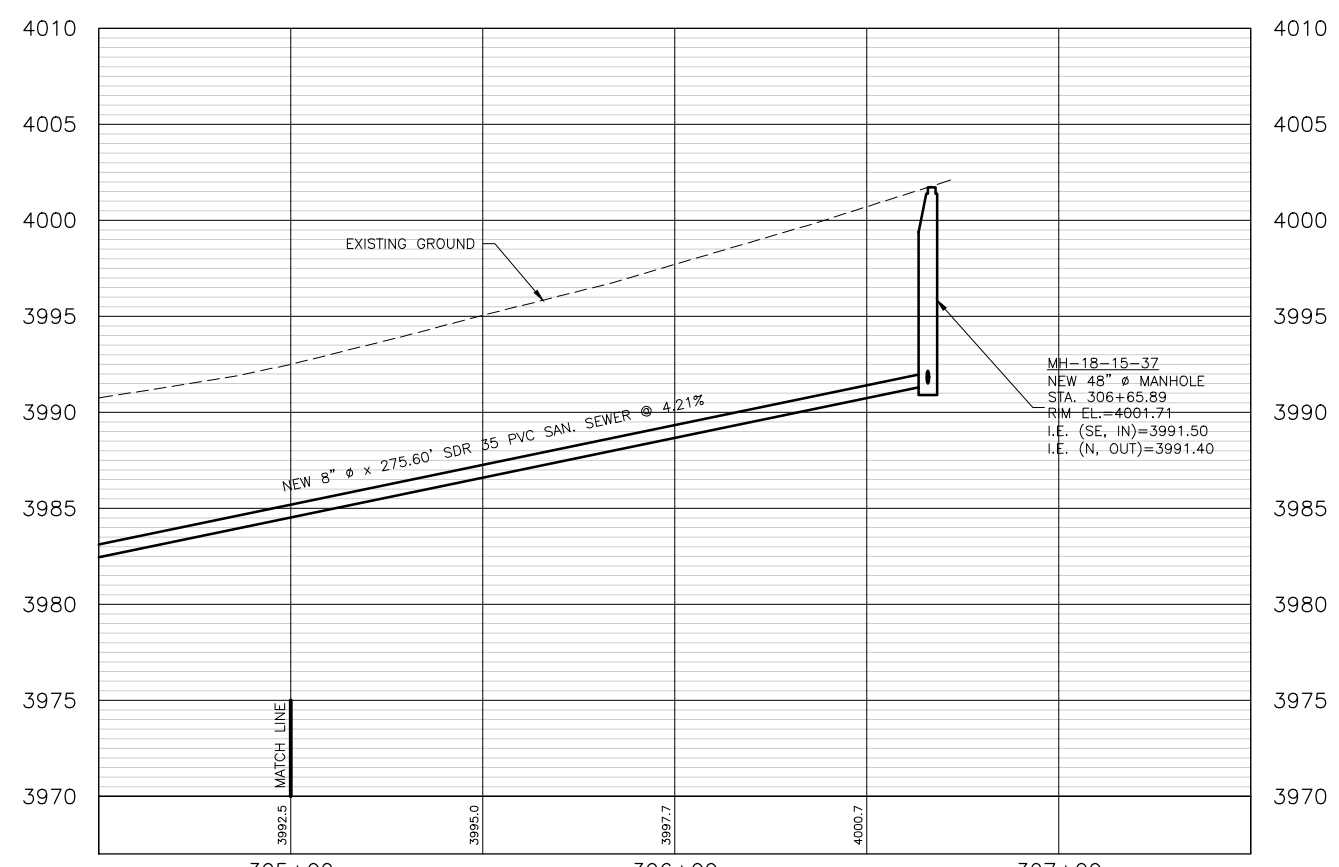


SILVERETTE STREET SEWER SERVICE TABLE

ADDRESS (EXISTING SERVICES ONLY)	CENTERLINE SEWER STATION	LT/RT	ANTICIPATED LENGTH OF NEW PIPE	CONNECT TO EXISTING PIPE
~	305+43.10	LT	13.2'	CAP
~	306+31.39	LT	13.0'	CAP



NOTES:
 1) FOR CLARITY, THE PROPOSED PAVEMENT HATCHING HAS BEEN OMITTED WITHIN PLAN VIEW ON THIS SHEET.
 2) ALL PROPOSED ROAD PAVEMENT SHALL BE 24' WIDE, AND ALL PAVEMENT INTERSECTION RETURNS SHALL BE 18' RADI UNLESS OTHERWISE NOTED.



FINAL

NO.	REVISION DESCRIPTION	BY	DATE

PROJECT: 2018-15
 DESIGNED: MRS
 DRAWN: MRS
 CHECKED: DDP
 APPROVED: STH
 DATE: JUNE 26, 2019



WWC ENGINEERING
 1275 MAPLE STREET, SUITE F
 HELENA, MT 59601
 (406) 443-9962

CITY OF HELENA
WESTSIDE WATER & SEWER
 PHASE 2
 SILVERETTE ST. SEWER PLAN PROFILE-2
 STA. 305+00 TO 306+66

SHEET NO.
86
 OF 115

K:\Helena\COH\18-130 Westside\DWG\SHEETS\SWR\Phase 2\Silverette St. Sewer Plan Profile-2.dwg