

# Public School Capital Construction Assistance Board



**COLORADO**  
Department of Education

## Vision

*All students in Colorado will become educated and productive citizens capable of succeeding in society, the workforce, and life.*

## Goals

*Every student, every step of the way*



### Date & Time:

February 2, 2017  
1:30 p.m. – 4:00 p.m.

### Location:

201 E. Colfax Ave. Rm. 101  
Denver, CO 80203

## Capital Construction Assistance Board Members

Tim Reed – Chair  
Kathy Gebhardt – Vice Chair

Margi Ammon  
Denise Pearson  
Ken Haptonstall

Cyndi Wright  
Scott Stevens  
Roger Good

**I. Call to Order** – 1:30 p.m.

**II. Pledge of Allegiance**

**III. Roll Call** – Margi Ammon, Roger Good, Ken Haptonstall, Denise Pearson, Scott Stevens, Tim Reed

CDE Attendees – Jim Owens, Ashley Moretti, Jay Hoskinson, Dustin Guerin

**IV. Approve Agenda**

Motion by: Roger Good  
2<sup>nd</sup> by: Ken Haptonstall

**V. Public Hearing** – Called to order 1:45 p.m.

- a. Rulemaking Hearing: Public hearing regarding the Public School Facility Construction Guidelines -1CCR 303-1. This is a time for the public to voice their opinion regarding the Public School Facility Construction Guidelines and for the Assistance Board to evaluate whether any additional changes need to be made.**

Jim Owens described the nature of the changes which are administrative in nature and pertain to properly citing code dates. Roger Good asked for clarification on 4.2.1 definition of “internet” and “internet two”. Jim commented that he would look into the difference and update the CCAB.

- b. Assistance Board vote to consider the adoption of the Public School Facility Construction Guidelines -1CCR 303-1**

Motion by: Scott Stevens  
2<sup>nd</sup> by: Roger Good  
All for: Margi Ammon, Roger Good, Ken Haptonstall, Denise Pearson, Scott Stevens, Tim Reed  
All opposed: none  
Passed 6-0

**VI. Board Report**

Scott Stevens informed the CCAB he had a conversation with Jim regarding gathering feedback from completed projects to help the CCAB and Division staff identify and implement process improvement. He suggested the Board continue to develop the conversation around how to improve the program’s processes (award- completion) for districts and that continuous feedback is critical for the program’s growth and success. Tim suggested that Division staff consider developing a webinar to educate districts on how to implement a project and include lessons learned. The CCAB continued the conversation by trying to identify why districts develop problems, particularly during the construction phase.

Denise informed the CCAB that she had been in communication with Jim and Adam Williams (CDE school finance) regarding

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Kiowa School District participating in the pilot for the Colorado Department of Education's (CDE) School District Financial Transparency program. She added it would be nice if it could show how BEST has impacted districts financially.

## VII. Director's Report

Jim informed the CCAB that the BEST FY17/18 grant cycle opened on schedule - January 3, 2017. The Division had received a number of requests for grant application access. The cycle closes on February 24, 2017 and the Division is expecting around 80 applications, several of them possibly qualifying for lease purchase grants. He added the Regional Program Managers are engaged and are working with applicants. Additionally, there were two well attended webinars the Division hosted that provided applicants with an overview of the application process.

Jim also informed the CCAB that he has been monitoring the General Assembly's activity for any proposed changes to bills that would affect the BEST program. There currently is one house bill draft (HB17-1082) that was introduced on January 18, 2017, that would create an additional technology grant program aligned with BEST. The draft bill proposes the technology grant program would be funded by additional marijuana excise tax money beyond the existing \$40M cap. He added that the State Board of Education is not in favor of the bill, and if any action is taken on the bill it would be communicated to the CCAB.

Jim updated the CCAB on the status of filling the Board's technology vacancy. The House & Senate minority chairs are expected to take action on a candidate and make an appointment soon. The goal is to have a full Board in place by the May grant selection meeting,

Jim and Tim Reed attended the Joint Budget Committee (JBC) meeting on December 16, 2016 and were prepared to comment regarding the Governor's proposal to move \$15 million of the assistance fund ending balance into the public school fund. However, there were no questions asked by the JBC so no testimony was provided. Jim will keep the CCAB apprised as the budget develops. On March 9, 2017 there will be a figure setting meeting between CDE and the Joint Budget Committee which will establish the entire budget for CDE in FY17/18 including the BEST program components. The appropriation for the FY2018-19 grant cycle is expected to remain at \$70 million.

Jim said the State Treasury's office issued a request for qualifications on January 26, 2017 to solicit firms to assume a financial advisor role for the BEST program. Currently, BEST is looking for a recommendation by the State Treasury's office around the state's ability to borrow funds for lease purchase grants. The recommendation should be determined before the April 6, 2017 CCAB meeting. Once more information around the recommendation is available, the CCAB will have a conversation around it along with the amount planned for the cash grants.

Jim navigated the CCAB through the open project summary which indicates which BEST projects are in the design, construction, and post occupancy phases. An updated open project summary will be made available to the CCAB quarterly and briefed during the Director's report. Scott Stevens asked Jim how the Division's staff is trying to mitigate unforeseen project complications and delays, and if the CCAB should be more involved. Jim said he didn't think additional involvement by the Board was needed and staff was monitoring closely. Jay Hoskinson, Regional Program Manager, added the Division staff routinely asks the districts for project updates. Additionally, the Regional Program Managers keep track of schedule and budget through submitted project fund requests.

Denise Pearson inquired on the progress in hiring a new Regional Program Manager to replace Kevin Huber. Jim stated the Division is currently in the process of hiring someone.

## VIII. Discussion Items

### a. Application Budget Review

Jim Owens explained the Division's staff have been conducting research to get an idea of what construction indexes districts will be noting in their grant applications. This includes soft cost, hard costs, and contingency/ escalation estimates. The Division has determined the CCAB can expect to see between 3%-8% in escalations for project budgets, which is higher than what has been proposed by districts in the past. Division staff will be providing comments around individual project's budget on the project's summary sheet. If there are additional questions on a districts cost proposal, CCAB members can contact the appropriate Regional Program Manager individually for answers.

### b. Lease Purchase Process

Jim Owens led the conversation by informing the CCAB that Kathy requested for this discussion item to be added to this meeting's agenda. Since Kathy was not in attendance for the meeting Jim suggested the CCAB table the item until the next meeting so she can lead the discussion. The CCAB agreed to table the item.

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## c. Facility Insight Web Portal Presentation

Dustin Guerin, Supervisor Statewide Facility Assessment, updated the CCAB on the progress of the facility assessments. He stated 3 million sq. ft. have been assessed thus far. Additionally, the imprinting of Parson's assessment data from 2008 into the new database has been completed. The Division has issued an add service to the contact with VFA to help with the review of assessment surveys. Currently there are about 150 surveys that need to be reviewed before the summary books are put together and the Division does not have enough support to complete this process in time. Dustin added the Central assessor resigned January 9, 2017 and the Division has begun the recruitment process to fill the vacancy.

Dustin presented Facility View (public web portal containing assessment data) to the CCAB. No suggestions for improvement to the portal were noted. Dustin and Jim plan to present the portal to CDE's Cabinet leadership group later in the month. Subsequently, the Division expects a formal public roll out.

## IX. Action Items

### a. Approve Legislative Platform for 2017

Jim Owens reviewed the four items on the CCAB's legislative platform that had been previously discussed. If the CCAB voted to approve their legislative platform, they would be required to get the BEST statute changed in order for all four items to be in effect.

Motion by: Denise Pearson

2<sup>nd</sup> by: Ken Haptonstall

All for: Margi Ammon, Roger Good, Ken Haptonstall, Denise Pearson, Scott Stevens, and Tim Reed

All opposed: none

Passed 6-0

## X. Future Meetings

- March 2, 2017 @ 1:30 p.m. Location: 201 E. Colfax Avenue, Room 101, Denver, CO 80203
- April 6, 2017 @ 1:30 p.m. Location: 201 E. Colfax Avenue, Room 101, Denver, CO 80203
- April 26, 2017 @ 1:30 p.m. Location: 201 E. Colfax Avenue, Room 101, Denver, CO 80203

XI. **Public Comment** – No one was signed up for public comment.

XII. **Adjournment** – 2:57 p.m.

Motion by: Scott Stevens

2<sup>nd</sup> by: Roger Good

All for: Margi Ammon, Roger Good, Ken Haptonstall, Denise Pearson, Scott Stevens, and Tim Reed

All opposed: none

Passed 6-0

**The mission of the BEST Board is to protect the health and safety of students, teachers and other persons using public school facilities and maximize student achievement by ensuring that the condition and capacity of public school facilities are sufficient to provide a safe and un-crowded environment that is conducive to student's learning.**