

Member's Present: Chairman Amber Burns, Trina Comerford, Brian Kohlmeyer, Katie Fast (Via Zoom and In-person), Jenny Cribbs (Via Zoom)

Administrators Present: Dan Dugan - Superintendent, Christy Ford

Staff Present: Cindy Cruickshank - Business Manager

Visitors Present: Steve Earle - HMK

1. Call to Order - Meeting was called to order at 7:04 by Chairman Trina Comerford
 - a. Commenced with the Pledge of Allegiance
 - b. Audience Introductions - See list above

2. Approval of Agenda

Trina Comerford added item 5e- OSBA Update from Katie and Amber.

Brian Kohlmeyer moved to approve the agenda with noted changes.

Amber Burns seconded the motion.

Motion passed unanimously.

3. Delegation of Visitors - none

Visitor/Patrons comments pertaining to items on the agenda for the current meeting for which they desire to give input to the board. Such unplanned comments will be limited to three minutes per person with a maximum of 30 minutes total discussion for any given item. Board policy requires school staff to channel communication through the Superintendent prior to Board.

4. Appointing of New Board Chair and Vice Chair

Trina Comerford nominated Amber Burns for Board Chair.

Brian Kohlmeyer seconded the motion.

All in favor; Amber Burns voted Board Chair.

Brian Kohlmeyer nominated Katie Fast for Vice Chair.

Jenny Cribbs seconded the motion.

All in favor; Katie Fast voted Vice Chair.

5. Items of Information for the Board

- a. Updates

- **HMK (pg. 49-60)**

Steve gave an update reporting that the footings have been excavated and they are continuing with framing and seismic connections. They will be starting HVAC and electrical work by the end of the month and 1st of August.

- b. Reports

- **Superintendent Report (pg. 61) - In packet**

Dan reported on the administration and office retreat stating that they worked on staff and student handbooks and that they will be ready for review for the next board meeting on August 8, 2022.

Dan Dugan added that he and Christy Ford have been working on a proposal for Staff Development to talk about at the next board meeting on August 8, 2022

- **Elementary/Middle School Report (pg. 62) - In packet**

Christy Ford reported that the first half of the kindergarten jump start will be taught by the current kindergarten teacher Mindy Arthur and the second half will be taught by either an aid or a Western Oregon University Student.

- **Special Education Report (pg. 63) - In packet**

Dan Dugan presented the report in place of Erin Henery who was not present.

- **Facilities Report (pg. 64) - In packet**

Dan Dugan presented the report in place of Troy Lieuallen who was not present. Dan Dugan added that they have been having issues with the mower and a local person has offered their mower for use in the meantime.

- c. **Spotlight on Education**

Dan Dugan stated that he appreciates everyone's time and willingness to go on the staff retreat.

- d. **Resignations/New Hires (pg. 65-66)**

Resignation - Telaney Newton

Retirement - Chris Gubrud, he would like to continue working on a temporary contract.

- e. **Summer OSBA Report - Katie Fast and Amber Burns**

Katie Fast reported that she found the financial and legal workshops to be useful.

Amber Burns reported that she requested to be a part of the Rural Representative Committee through OSBA.

6. Items for Board Action

- a. **Board minutes from June meetings (pg. 67-72)**

Amber Burns made a correction to the June Board minutes stating that Trina Comerford called the meeting to order.

Trina Comerford moved to approve with the correction

Brian Kohlmeyer seconded the motion

Motion passed unanimously

- b. **Bills and AP check #'s 17240-17321 and 9000134-9000136 (pg. 2-45)**

Cindy Cruickshank provided the following answers for the provided questions below.

Pg 5 - \$51.88 on card - No description? Looks like an Amazon purchase?
This was additional items purchased for graduation.

Pg 6 - \$14.99 on card - No description? Maybe a Prime membership per the card detail below?
This was coded to Fiscal Services, and I believe it was for special divider tabs. The detail below shows that it was used to purchase via a prime membership, but not for a renewal of prime membership.

Have a great weekend and I hope that helps to clarify.

Cindy

Brian Kohlmeyer moved to approve check numbers 17240-17321 and 9000134-9000136.
Trina Comerford seconded the motion.
Motion passed unanimously.

c. School Profile July (pg. 48)

Dan Dugan stated that there have been no changes to the report as it is still being worked on.
Trina Comerford asked for an update when it is ready.

Brian Kohlmeyer moved to approve the school profile.
Trina Comerford seconded the motion.
Motion passed unanimously.

d. Resolution 23-01 – Annual Organizational Resolution (pg. 73)

Katie Fast moved to approve Resolution 23-01.
Trina Comerford seconded the motion.
Motion passed unanimously.

e. Chris Gubrud Temporary Teaching Contract

Dan Dugan stated that he would like to offer Chris Gubrud a temporary teaching contract.

Brian Kohlmeyer moved to pass a temporary teaching contract for Chris Gubrud.
Katie Fast seconded the motion.
Motion passed unanimously.

f. Check Sign Authorization

Trina Comerford moved to approve new banking authority by stating;

Current authorized check signers at First Federal Savings and Loan are Dan Dugan, Cindy Cruickshank and Tina Comerford. This motion will remove Trina Comerford as an authorized check signer and add Amber Burns as an authorized check signer. This will make the authorized users Dan Dugan, Cindy Cruickshank and Amber Burns.


Brian Kohlmeyer seconded the motion.
Motion passed unanimously.

g. Board/Administrative Secretary Contract (pg. 74-76) - Naomi Laizure

Brian Kohlmyerer moved to approve the Board/Administrative Secretary Contract for Naomi Laizure.
 Trina Comerford seconded the motion.
 Motion passed unanimously.

h. Bond Project Budget Revision (pg.77-81)

Dan Dugan thanked Paul and Steve for advocating for the District and provided the following documents.
 Dan Dugan stated that the start date for bond work will be October 10th, 2022 and that
 McMullen Electric was awarded the contract for electrical work.

	A	B	C	D	E	F	G
1		PERRYDALE SCHOOL DISTRICT					
2		GMP COST SUMMARY					
3		18-Jul-22					
4							
5	Bond Scope		Gerding Bids		SOFT COST TOTAL	\$ 2,031,262.00	
6	General Conditions:		\$ 616,403.00		UNALLOCATED OWNER CONT DEDUCT	\$ 500,000.00	
7	Elementary School Remodel:		\$ 1,487,960.00		SDC DEDUCT	\$ 70,000.00	
8	Modern Fit Out		\$ -		REVISED SOFT COST	\$ 1,461,262.00	
9	Mechanical Lift:				REVISED MACC	\$ 5,397,345.00	
10	SPED Restroom:		\$ 72,107.00		TOTAL PROJECT BUDGET	\$ 6,858,607.00	
11	Covered Walk Way: New Alternate						
12	Site Work:		\$ -		TOTAL PROJECT CONSTRUCTION COSTS	\$ 5,342,961.31	
13	Alternate #1 Walk in Freezer:				TOTAL SOFT COSTS	\$ 1,461,262.00	
14	Alternate #2 CTE Culinary Arts:		\$ 329,904.00		TOTAL PROJECT COST	\$ 6,804,223.31	
15							
16	Pre Markup Sub Total:		\$ 2,506,374.00		Under Budget	\$ 54,383.69	Added to contingency
17							
18	CONTRACTOR MARKUPS						
19	CONTR. CONTING:	3.00%	\$ 75,191.22				
20	ESTIM. CONTING:				CONTINGENCY	\$364,771.69	5% of total project cost.
21	LIABILITY INS.:	1.20%	\$ 30,978.78				
22	SUB DEFAULT INS.:		\$ -				
23	BOND:	0.71%	\$ 18,549.06				
24	FEE (incl CAT tax):	2.95%	\$ 77,617.25				
25	ESCALATION		\$ -				
26							
27		GERDING BOND SCOPE:	\$ 2,708,710.31				
28		MODERN BUILDING:	\$ 1,920,890.00				
29		Early Work (Electrical Scope)	\$ 422,627.00				
30		Casework	\$ 138,314.00				
31		Flooring	\$ 152,420.00				
32		TOTAL PROJECT ESTIMATE	\$ 5,342,961.31				
33							
34		Original MACC	\$ 4,507,345.00				
35		Unallocated Owners Contingency	\$ 500,000.00				
36		District Contribution (CTE)	\$ 320,000.00				
37		SDC Credit	\$ 70,000.00				
38		Revised MACC	\$ 5,397,345.00				
39							
40							
41		(OVER)/UNDER BUDGET:	\$ 54,383.69				



July 18, 2022

Dan Dugan, Superintendent
Perrydale School District 21
7445 Perrydale Road
Amity, Oregon 97101

RE: Perrydale School District
Construction Manager | General Contractor (CM|GC)
GMP - Amendment 4 for the
Capital Bond Project

Dear Dan,

After careful review and consideration, HMK Company recommends that you award Guaranteed Maximum Price (GMP) Amendment 4 with Alternates 2 and 3 to Gerding Builders, LLC in the amount of \$2,670,237.00.

Alternates:

Base Bid	\$ 2,268,226.00
Alternate 2: CTE Classroom Renovation	\$ 329,904.00
Alternate 3: SPED Restroom Renovation	\$ 72,107.00
Total	\$ 2,670,237.00

The original Contract amount of \$75,000.00, GMP Amendment 1 for \$1,820,913.00, GMP Amendment 2 for \$22,034.00, GMP Amendment 3 for \$422,627.00, and GMP Amendment 4 for the above increase in scope for will bring the total Not to Exceed sum to \$5,010,811.00.

We are asking that the Perrydale School District Board take action to award the CM|GC GMP Amendment 4 for the Capital Bond Project to Gerding Builders, LLC for the additional Not to Exceed sum of \$2,670,237.00, for a Total Not to Exceed Contract sum of \$5,010,811.00.

If you have any questions, please do not hesitate to contact me to discuss.

Sincerely,

Steve Earle
Program Manager

PO Box 1176, Albany, Oregon 97321 | 971.304.0677 | www.hmkco.org

Katie Fast clarified that the revision did not include the covered walkway or freezer.

Trina Comerford clarified that the culinary arts build will not be from bond money .

Katie Fast asked if electrical upgrades would be sufficient for utilizing the shop area.

Trina Comerford moved to approve the Revised Project Budget for the amount of \$9,564,734 presented on July 18, 2022.

Brian Kohlmeyer seconded the motion.

Motion passed unanimously.

i. Capital Bond Project Amendment for Gerding Builders (Emailed separately due to size)

Dan Dugan presented GMP Amendment 4.

Trina Comerford clarified that it included base bid and alternate 2 and 3.

Trina Comerford moved to approve GMP Amendment 4 Capital bond project in the amount of \$2,670,237.00 with a total not to exceed contract sum of \$5,010,811.00.

Brian Kohlmeyer seconded the motion.

Motion passed unanimously.

7. Patron Input

Visitor/Patron comments that do not meet the two-week notice requirement to be placed on the agenda may be heard. Such unplanned comments will be limited to three minutes per person with a maximum of 30 minutes total discussion for any given item.

8. Board Comments

9. Announcements/Dates of Importance

- Registration - August 2nd-3rd
- Work Session - August 8th
- Next Board Meeting - August 8th
- PPC Budget Meeting - August 20th
- Annual BBQ - September 9th

Trina Comerford asked that a registration notice go out on the District website and Facebook profile.

10. Adjournment

Meeting adjourned at 8:03