



Gary F. Snellings, Chairman L. Mark Dudenhefer, Vice Chairman Meg Bohmke Jack R. Cavalier Thomas C. Coen Wendy E. Maurer Cindy C. Shelton

> Thomas C. Foley County Administrator

Finance, Audit & Budget Committee Meeting Agenda

February 19, 2019 – 1:30 p.m. Conference Room A/B/C - Second Floor

Committee Members: Jack Cavalier, Mark Dudenhefer and Wendy Maurer

	Agenda Item	
1.	Election of Chairman	
2.	Vehicle Replacement Committee Report	Donna Olsen
3.	Class and Compensation Study, verbal update	Shannon Wagner
4.	VPSA interest	Andrea Light
5.	Sale of County Property	Charity Hooper
6.	Ferry Farm Elementary School Renovation/Addition	SCPS
7.	Library budget, verbal discussion	Wendy Maurer
	Next FAB meeting March 19, 2019	

FAB/2019



Vehicle Replacement Report

Committee Members

Donna Olsen, Senior Budget and Management Analyst Department of Finance and Budget

Carol Atkinson, Risk Manager Department of Finance and Budget

Katherine Baird, Buyer Department of Finance and Budget

Brion Southall
Assistant Director
Department of Community Facilities

Paul Santay Assistant Director Department of Public Works

Sonny Barbash, Fleet Services Inventory Specialist Stafford County Public Schools

Purpose and Goal for FY2019



- Identify non-public safety vehicles for:
 - Replacement
 - Reprogramed
 - Reduction of Fleet
 - Recommendations to extend life and usage of vehicles
- Goal
 - The committee's primary goal was to provide a safe and reliable fleet of vehicles

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Vehicle Committee Process

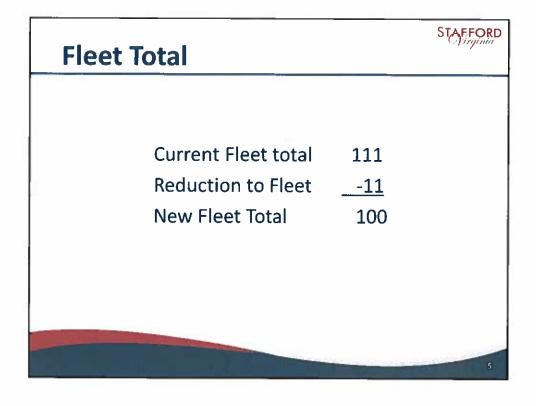
- 14 vehicles 2005 and older were inspected by Fleet Services
 - 4 vehicles were removed from service after inspections
- Reviewed age and mileage of Vehicles
 - Targeted vehicles are between the ages of 13 and 20 years old
 - Vehicles have between 100,000 and 140,000 miles
- Reviewed vehicles for reprograming.

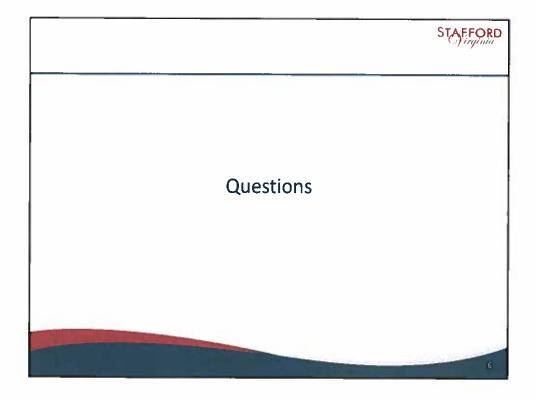
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Recommendation to County Administrator

- Proposing 15 vehicles are to be replaced
- Reprograming 7 Vehicles
- 11 Vehicles to be removed from the Fleet. Equates to a 10% reduction
- The committee also recommends exceptions to the current fleet services agreement
- Parks, Recreation and Community Facilities implementing procedure to extend the life of vehicles
- Provided replacement plan for Social Services





Stafford County, Departm	nent of Financial Services
Parks, Recreation and Community Fa	acilities (PRCF) Vehicle Rotation Plan
Version 1	Date: September 18, 2018

Purpose

In an effort to utilizes and maximize County vehicles to the highest possible potential and continue to meet the department's objectives, the department of Parks Recreation and Community Facilities vehicle rotation plan will minimize the types of vehicles the department purchases. The departments needs include three types of vehicles: trucks, vans and SUVs. Standardization will be based on the most versatile in its classification. Rotating vehicles throughout their usefulness to other divisions within the department will capitalize on the usage and aged vehicles with low mileage to reduce maintenance cost.

Scope

This policy establishes the PRCF vehicle rotation plan to maximize the longevity of the County's asset.

Responsibilities

The Department of PRCF shall be responsible for the timely rotation process

Guidelines

The three categories of vehicles and their requirements for standardization and rotation are listed below:

- Trucks
 - Requirements for Standardization:
 - All trucks will be ¾ ton, four wheel drive and crew cabs
 - Equipped with snow prep package and heated mirrors

This allows for vehicles to begin their useful live in a division that normally adds low mileage to a vehicle and as it gets closer to end of life will be transferred to maintenance division to include snow removal. Once moved to snow removal the end of life of the vehicle increases more rapidly.

- o Requirements for Rotation
 - Mileage and or age
- Vans
 - Requirements for Standardization:
 - 15 Passenger van will include ADA requirements
 - Cargo van (mail and mechanics)
 - o Requirements for Rotation
 - Mileage
 - Passenger van is used to transport children during summer camp, senior citizens and BOS
 - This vehicle will be considered specialized and not included in the rotation
 - Cargo Van

Stafford County, Department of Financial Services							
Parks, Recreation and Community Fa	acilities (PRCF) Vehicle Rotation Plan						
Version 1	Date: September 18, 2018						

- Vehicle is utilized for pick up and deliver of mail
- Vehicle will be rotated to a mechanic once it reached its age limit
- SUV
 - o Requirements for Standardization:
 - 4 Wheel drive and 4 Door
 - o Requirements for Rotation
 - Age
 - SUV's will be moved to divisions that have higher mileage use, such as park closures and Park Supervisor II positions

STAFFORD COUNTY FLEET SERVICES STEERING COMMITTEE

Effective July 1,2005, all net proceeds from the sale of vehicles owned by the Stafford County School Board and the County of Stafford will be allocated to Stafford County Fleet Services to fund Fleet Services capital outlay expenditures.

Jean Murray Superintendent Stafford County Schools

1/30/05

Charles Jett

Sheriff

County of Stafford

Date

Steve Crosby County Administrator
County of Stafford

2/2/05

THIS AGREEMENT, made and entered into this 17th day

of October, 1978, by and between the BOARD OF SUPERVISORS

OF STAFFORD COUNTY, acting for and on behalf of STAFFORD

COUNTY, hereinafter referred to as County, a political subdivision; and the SCHOOL BOARD OF STAFFORD COUNTY, hereinafter referred to as School, a political subdivision.

WITNESSETH:

WHEREAS, the County is in the need of and detires to construct a central garage to provide maintenance services for all County vehicles:

WHEREAS, the school is in the need of and desires to construct a central garage for the maintenance of all school vehicles; and

WHEREAS, the county and the school feel that it would be beneficial to construct one central garage rather than two scparate garages; and

WHEREAS, the county and the school recognized that this agreement may be used to facilitate the obtaining of interim financing to finance a portion or all of the costs of such acquisition and construction;

NOW, THEREFORE, in consideration of the premises and mutual covenants and provisions hereinafter contained, the parties hereto agree as follows:

- 1. Representation and Warranties: Each of the parties hereto represents and warrants that it has full power and authority to enter into and perform this agreement; and that it shall make available to the Central Garage Committee and the other parties hereto for whatever purpose, certified copies of the resolution or resolutions by which its governing body authorized its participation herein. Each of the parties hereto covenants that it will execute such further assurances as may be necessary, and do such other things as may be necessary to carry out the intent of this agreement.
- 2. <u>Duration of Agreement</u>: This agreement shall be in full force and effect from the date hereof and shall continue in effect until terminated by either party by giving written notice.

to the other party of its intention to terminate the agreement, provided that no such termination shall become effective until two years after such written notice has been given, and, provided further, that notwithstanding such notice of termination the term of this agreement shall continue until all bonds, if any, or all debts shall have been paid or provision made for their payment.

- J. Manner of Acquiring, Molding and Disposing of Real and Personal Property: The County and the School agree to purchase, lease, or otherwise acquire the necessary land to construct and operate a central garage for the County and the School. The title shall be taken in the name of both the County and the School jointly, share and share alike. In the event the property is to be disposed of, the property shall be appraised and may be sold either privately or at public auction and the not proceeds divided equally. In addition, either the School or the County may buy the other party's interest at a mutually agreed upon price.
- 4. Purpose: The purpose of this agreement is to establish the means for the County and the School to build, jointly a central qurage for the maintenance and repair of their motor vehicles.
- shall operate and maintain the garage in an efficient and economical manner, making all necessary and proper repairs, renewals and replacements consistent with good business and operating practices for comparable facilities and in accordance with the applicable standards of regulatory bodies. The garage shall be operated by and through a central garage committee (hercinafter Committee) comprised of the County Administrator, the Superintendent of Schools and the County Tie-breaker, who will vote only in the case of a tie. The garage shall meet or exceed all applicable standards of regulatory bodies. The Committee shall hire all personnel, establish the operating policy for the garage, including, but not limited to duties of employees, priority of repairs and maintenance of vehicles and hours of operation.

- Garage shall be the joint effort of the County and the School.

 Initially, subject to adjustment after the first year of operation, the County shall provide one-half of the funds to acquire the land for the construction of the necessary facilities: and the School shall provide the other one-half of the funds necessary to acquire and construct the necessary facilities.

 The Central Garage Committee shall establish and maintain a budget for the operation, acquisition and construction of the Central Garage facilities, which budget shall be submitted to, the School and the County. An adjustment in the prorata costs of the acquisition of the land and the construction of the necessary facilities shall be made in accordance with paragraphs 10 and 11.
- 7. Adoption and Enforcement of Rules and Regulations: The central garage committee shall adopt and enforce such reasonable rules and regulations as may be necessary or desirable to insure the efficient operation and maintenance of its facilities and the compliance with applicable regulations, rules, guidelines and orders of regulatory bodies. All such rules and regulations shall be in writing and at least one certified copy thereof shall be provided to the County and to the School.
- 8. Payment of Charges: The County and the School each covenants and agrees to pay promptly when due the charges of the central garage committee as determined pursuant to paragraphs 10 and 11 and billed to it from time to time. The County and the School each covenants and agrees to make payments required of it under this agreement. The central garage committee shall provide each political subdivision from time to time with information as to enable such party to budget amounts sufficient to make such required payments.
 - 9. Observance of Regulations: The County and the School each covenants and agrees to observe all rules and regulations respecting the use of and services furnished by the contral garage committee in accordance with paragraphs 5 and 7 or legally

required by any other authorized regulatory body.

Rates and Charges: The central garage committee shall fix and determine from time to time the rates of charges based on use to be paid by the County and the School. Such charges or rates shall be established by the central garage committee in accordance With sound and recognized accounting principles and all other applicable statutes and rules and regulations of governmental agencies. Such charges or rates shall be established at levels as may be necessary to provide funds, together with other funds that may be available, sufficient at all times to pay: (a) The cost of operation and the maintenance of the garage, including reasonable reserves for such purposes and for replacements and improvements which do not increase the capacity or scope of the garage; (b) annual rental on any facility leased by the central garage; (c) the principle of, premium, if any, and interest on any bonds, as the same become due, and reserves therefore; and (d) the costs of acquisition of the land and the construction of the necessary facilities.

shall establish a service charge system: The central garage committee shall establish a service charge system as part of the rules and regulations adopted pursuant to paragraphs 5, 10 and 11, which complies with all applicable rules, regulations and guidelines of all governmental agencies. The service charge system shall have the following components:

- A. Debt service, if any.
- B. Annual rental on any leased facility.
- C. Operation and maintenance costs.
- D. Miscellaneous costs of operation.
- E. Costs of acquisition of the land and the construction of the necessary facilities.
- 12. Payment of Charges: The central garage committee may recommittee to the second to the contract to the second on the basis of an audit by the County auditors at the end of each fiscal year. All charges of the central garage committee shall be payable upon presentation. In the event the County or

the School shall fail to make payment in full within thirty days after presentation, interest on such unpaid amounts shall accrue at the highest rate of interest payable by the central garage committee on any of the bonds then outstanding. The central garage committee shall bill the County and the School and no other person or entity, for the maintenance or repair of their vehicles. The County and the School agree to have no maintenance or repair provided at a facility other than the central garage without the prior written approval of the central garage committee, except in the case of emergency.

- that this agreement might constitute an essential part of the central garage's financing plan and that, after the bonds, if any have been sold, this agreement cannot be amended, modified, or otherwise altered in any manner that will impair or adversely affect the security afforded hereby for the payment of the principle or, premium, if any, and interest upon the bonds, but that this agreement can be modified or amended only with the consent of the county and the School, and, if and to the extent required by the terms of any resolution or indenture authorizing and securing the bonds given in accordance with the provisions thereof, the Trustee under the resolution or indenture. "Trustee" shall mean the Trustee under any resolution or indenture authorizing or securing the bonds.
- proper books and records: The central garage shall keep proper books and records in accordance with accepted accounting principles which shall be available for inspection at all reasonable times by the County and the School through their duly authorized agents. The central garage committee shall cause an annual audit of its books and records to be made by the auditors of the County at the end of each fiscal year and a certified copy there are similar to be said to be county and the School.
- 15. Successors and Assigns: This agreement shall be binding upon, inure to the benefit of and be enforceable by the parties hereto and their respective successors and assigns.

- 16. Severability: If any provision of this agreement shall be held invalid or unenforceable by any Court of competent jurisdiction, such holding shall not affect any other provision hereof.
- 17. <u>Counterparts:</u> This agreement may be executed in several counterparts, any of which shall be regarded for all purposes as one original.
- 18. Responsibility for Repair and Maintenance of Vehicles:
 The County and the School each recognize that they each will
 remain ultimately responsible for the repair and maintenance of
 their respective vehicles. However, the County and the School
 agree to cooperate in solving any problems which might arise
 from the operation of the central garage so that each can meet
 any requirements imposed upon the County or the School, by the
 Code of Virginia (1950), as amended.

Recommendation of General Government Fleet Replacement February 19, 2019

Committee Members

Donna Olsen, Senior Budget Analyst Department of Finance and Budget

Carol Atkinson, Risk Manager
Department of Finance and Budget

Katherine Baird, Senior Buyer
Department of Finance and Budget

Brion Southall, Assistant Director

Department of Parks, Recreation and Community Facilities

Paul Santay, Assistant Director
Department of Public Works

Sonny Barbash, Fleet Services Inventory Specialist Stafford County Public Schools

Executive Summary:

- The Committee reviewed 111 vehicles and recommends:
 - o 15 vehicles for replacement
 - 7 vehicles for reprograming to other departments
 - o 11 vehicles for removal from the fleet
- Implementing new procedures that will extend the life of the fleet
- Provides a replacement plan for Social Services
- Recommends vehicle standardization to maximize usage throughout the organization

Committee

The Vehicle Replacement Advisory Committee is a standing committee of Stafford County.

The committee consists of 6 members. Members shall be as follows:

- 1 member Office of Finance and Budget
- 1 member Risk Management
- 1 member Procurement
- 2 member Staff Designee (1 staff designee not policy directed)
- 1 member Fleet Services

Purpose

The Vehicle Replacement Committee is created for the purpose of identifying non-public safety vehicles that will be targeted for replacement, reprogram. The committee will also recommend vehicles to be removed from service.

This procedure is for Stafford County passenger type vehicles, except for any public safety vehicles including those primarily used for administrative support. Vehicles for Social Services that are purchased from State or Federal Funds and are subject to the availability of those funds are generally not considered under this procedure. However, based on the condition of the vehicle and to provide safe, reliable transportation, the committee may consider such vehicles. Vehicles purchased through Enterprise Funds are not subject to a review of this committee. Stafford County Public Schools vehicles are not subject to this procedure.

Authority and Responsibility

The committee has overall responsibility for the annual review of all non-public safety vehicles that are purchased from the General Fund. Vehicles purchased from Utilities funds are excluded. The members are appointed by the Office of Finance and Budget. The committee will provide a final report to the Chief Financial Officer (CFO). The CFO will review the committee's recommendation and supporting grading sheets and authorize the replacement of vehicles. The CFO will approve any amendments to this procedure.

The committee will work within the limitations of the budget and provide timely recommendations to the CFO. If additional funding becomes available outside of the adopted budget process, the committee may meet more than once. The committee will make annual budget requests.

The committee responsibilities also include the following:

• An annual review of the Vehicle Replacement Procedures to determine if any amendments are necessary.

- Notify department heads when the committee will meet and give the departments the opportunity to document their unique needs.
- Request departments to provide additional information and supporting documentation.
 - Vehicles that are not regularly serviced by Fleet Services may require added input from the Department to ensure that all data is comparable.

Financial Funding

The FY19 budget includes \$100,000 in annual funding and \$334,313 in one-time funds for vehicle replacement.

The CFO has reviewed this report and concurs with the recommendations set forth in this document

Comments:

The purpose of this report is to provide an optimum vehicle replacement recommendation.

The committee's main focus was the age and mileage of the County's fleet while also providing safe and reliable transportation to all employees. In order to analyze the fleet and provide a recommendation the committee's process included the following practices:

The Committee:

- Reviewed the age and mileage of all county vehicles
- Consulted with departments regarding vehicles recommended for replacement
- Consulted with other localities regarding pool vehicles
- Reviewed the current vehicle replacement policy for revisions
- Requested fleet services inspect all vehicles 2005 and older
- · Reviewed vehicles for reprograming
- Reviewed fleet to determine which vehicles could be removed from service

Matrix used to determine removal from fleet

- Usage assessed vehicles with a mileage under 3,000 per year
- Is the vehicle a specialized vehicle
- Is the vehicle for a vehicle critical position
- Anticipated mileage

Requirements for Replacement

- Current Mileage: Vehicles over 100,000 miles will be given the highest priority
- Age of Vehicle: Vehicles seven years or greater will be given the second highest priority
- Anticipated Mileage: If funding is available anticipated mileage will be considered
- Fiscal Year Repair Costs:
 - o Obsolete Parts
 - Cost of replacement parts as vehicles reach a certain age

Summary of Recommendation

- Minimal funds will be set aside to decal replacement vehicles and inspect some of the older vehicles on the list
- All funds not spent at end of year will roll to the following fiscal year
- Parks, Recreation and Community Facilities are implementing a new department procedure that will extend the life of vehicles
- Provided a replacement plan for Social Services
- The Committee reviewed 111 vehicles and recommends:
 - o 15 vehicles for replacement, two are being replaced with state funding, see below for Social Services replacement plan.
 - o 7 vehicles for reprograming to other departments
 - o 11 vehicles for removal from the fleet
- Recommends vehicle standardization to maximize usage throughout the organization
- The Committee did not consider changes to the Fleet Service Auction Agreement that authorizes proceeds from the sale of County vehicles be utilized for improvements to Fleet Services. Agreement attached.

Social Services Replacement Plan

The committee recommends the following replacement plan for Social Services. Thru state funding the department of Social Services can replace a capital asset up to \$25,000 each fiscal year. The department would budget 65% of \$25,000 in new revenue and \$25,000 for the expenditure of the vehicle. In return the state would reimburse Social Services 65% of the cost of the vehicle.

The committee recommends Social Services to move forward with the plan. This would allow the department to replace 1 vehicle this fiscal year and 1 in June (Social Services new fiscal year begins June 1st.)

The Social Service's plan would allow for other vehicles within the County to be replaced.

Additional Information.

With the approval of this recommendation the County still has the following vehicles in the fleet. While some of these vehicles are not within the age requirement at some point the continued safety of staff becomes the major factor for replacement:

- 1 Vehicle 1990, Specialty Vehicle Parks Recreation and Community Facilities
- 1 Vehicle 1998
- 2 Vehicles 2002
- 2 Vehicles 2003
- 7 Vehicles 2004
- 8 Vehicles 2005
- 13 Vehicles 2006
- 3 Vehicles 2007
- 4 Vehicles 2008
- 44 Vehicles between the ages of 2009-2018
- 15 New purchases (2 state funded)

FY2020 Plan

In FY2020 the committee will review and look into the following practices

- Continue Standardizing all County Vehicles including Public Works-Utilities Division
- Review Automated Vehicle Key Systems
- County Wide Vehicle Rotation Plan
- Recommendation for County Pool Vehicles

Attachments

Attachment 1 - Parks Recreation and Community Facilities Rotation Plan

Attachment 2 - Fleet Service Auction Agreement

Attachment 3 - Fleet Services Agreement



Stafford County Board of Supervisors Meeting Agenda Item Report Meeting Date: February 19, 2019 UNFINISHED BUSINESS

Subject:

FINANCE AND BUDGET; BUDGET AND APPROPRIATE VPSA INTEREST FUNDS FOR A CHANGE ORDER FOR A.G. WRIGHT MIDDLE SCHOOL AND GARRISONVILLE ELEMENTARY SCHOOL INTERIOR FINISHES CONSTRUCTION CONTRACT

Proposed Resolution R19-64

BACKGROUND SUMMARY: Budgets/appropriates VPSA interest funds.

Recommended Action:

Staff recommends approval of proposed Resolution R19-64, which asks the Board to consider the budget and appropriation of available 2017A and 2017C VPSA interest earnings to support the additional change order, the additional items, and to provide 50% of the requested contingency in case of future change orders. However, it excludes the Schools' request for funding of the blackboard skimming and sound attenuation, which are not associated with the scope of the original projects.

Committee/Commission Recommendation:

N/A

Fiscal Impact:	District:
Budget and appropriates \$228,297 in Virginia Public School Authority interest earnings.	Rock Hill

Overview:

The bond proceeds from Virginia Public School Authority (VPSA) earn interest while on deposit. Proposed Resolution R19-64 asks the Board to consider the Budget and Appropriation of these funds to support a change order and additional funding for the the A.G. Wright MS (AGWMS) and Garrisonville Elementary School (GES) complex interior finishes project.

Discussion/Analysis:

See Attachment 1 for additional details and analysis.

Attachments:

- 1. Attachment 1 R19-64 Discussion Analysis
- 2. Attachment 2- Proposed Resolution R19-64
- 3. Attachment 3 Superintendent Request



Summary/Conclusion:

Staff recommends approval of proposed Resolution R19-64.

Since the adoption of the FY2018 and FY2019 CIP's, the School Board has identified changes to the project and a change order necessary to accommodate a shorter summer 2019 construction schedule. The attached letter from the Superintendent, Dr. Kizner (Attachment 3), details the requests for funding.

Staff recommends appropriation of funding that is in line with the original project only. This includes the following:

Change order to accommodate accelerated construction period: \$197,763

GES – Repair of Firewall: 18,500

Replenish 50% of Contingency request: 12,034

Total Additional Funding: \$228,997

Reviewed By:

Rysheda McClendon, County Attorney (Legal Review Only) Thomas C. Foley, County Administrator

PROPOSED

BOARD OF SUPERVISORS COUNTY OF STAFFORD STAFFORD, VIRGINIA

RESOLUTION

At a regular meeting of the Stafford County Board of Supervisors (the Board) held in the Board Chambers, George L. Gordon, Jr., Government Center, Stafford, Virginia, on the 19th day of February, 2019:

MEMBERS:

VOTE:

Gary F. Snellings, Chairman L. Mark Dudenhefer, Vice Chairman Meg Bohmke Jack R. Cavalier Thomas C. Coen

Wendy E. Maurer Cindy C. Shelton

On motion of , seconded by , which carried by a vote of , the following was adopted:

A RESOLUTION TO BUDGET AND APPROPRIATE VIRGINIA PUBLIC SCHOOL AUTHORITY BOND PROCEED INTEREST

WHEREAS, the 2017A and 2017C Virginia Public School Authority (VPSA) bond proceeds have earned interest in the amount of \$145,768.68 and \$131,562.42, respectively; and

WHEREAS, the County will be reimbursed for interest paid on the 2017A VPSA bond proceeds in the amount of \$145,768.68; and

WHEREAS, due to the shortened summer by the earlier start of the 2019-2020 academic year, the School Board has identified a change order for the A.G. Wright Middle School/Garrisonville Elementary School interior finish projects (Projects) in the amount of \$197,763; and

WHEREAS, \$12,034 of the Projects' contingency funds have been used; and

WHEREAS, the School Board identified an additional project within A.G. Wright Middle School for gymnasium sound attenuation panels; and

WHEREAS, the School Board identified additional project within Garrisonville Elementary School for re-skinning blackboards

WHEREAS, the School Board identified an additional project within Garrisonville Elementary School for ceiling firewall repairs in the amount of \$18,500; and

WHEREAS, the School Board has requested the budget and appropriation of interest earnings on the VPSA bonds to fund these additional projects and replenish the contingency fund;

NOW, THEREFORE, BE IT RESOLVED by the Stafford County Board of Supervisors on this the 19th day of February, 2019, that it be and hereby does budget and appropriate Two Hundred Twenty-Twenty Eight Two Hundred Ninty-Seven Dollars (\$228,297) for the A.G. Wright Middle School/Garrisonville Elementary School projects from the interest earned on Virginia Public School Authority bond proceeds held in the County General Fund to the Schools Capital Project Fund.

TCF:al

PROPOSED

BOARD OF SUPERVISORS COUNTY OF STAFFORD STAFFORD, VIRGINIA

RESOLUTION

At a regular meeting of the Stafford County Board of Supervisors (the Board) held in the Board Chambers, George L. Gordon, Jr., Government Center, Stafford, Virginia, on the 19th day of February, 2019:

MEMBERS:

VOTE:

Gary F. Snellings, Chairman L. Mark Dudenhefer, Vice Chairman Meg Bohmke Jack R. Cavalier Thomas C. Coen

Wendy E. Maurer Cindy C. Shelton

On motion of , seconded by , which carried by a vote of , the following was adopted:

A RESOLUTION TO BUDGET AND APPROPRIATE VIRGINIA PUBLIC SCHOOL AUTHORITY BOND PROCEED INTEREST

WHEREAS, the 2017A and 2017C Virginia Public School Authority (VPSA) bond proceeds have earned interest in the amount of \$145,768.68 and \$131,562.42, respectively; and

WHEREAS, the County will be reimbursed for interest paid on the 2017A VPSA bond proceeds in the amount of \$145,768.68; and

WHEREAS, due to the shortened summer by the earlier start of the 2019-2020 academic year, the School Board has identified a change order for the A.G. Wright Middle School/Garrisonville Elementary School interior finish projects (Projects) in the amount of \$197,763; and

WHEREAS, \$12,034 of the Projects' contingency funds have been used; and

WHEREAS, the School Board identified an additional project within A.G. Wright Middle School for gymnasium sound attenuation panels; and

WHEREAS, the School Board identified additional project within Garrisonville Elementary School for re-skinning blackboards

WHEREAS, the School Board identified an additional project within Garrisonville Elementary School for ceiling firewall repairs in the amount of \$18,500; and

WHEREAS, the School Board has requested the budget and appropriation of interest earnings on the VPSA bonds to fund these additional projects and replenish the contingency fund;

NOW, THEREFORE, BE IT RESOLVED by the Stafford County Board of Supervisors on this the 19th day of February, 2019, that it be and hereby does budget and appropriate Two Hundred Twenty-Twenty Eight Two Hundred Ninty-Seven Dollars (\$228,297) for the A.G. Wright Middle School/Garrisonville Elementary School projects from the interest earned on Virginia Public School Authority bond proceeds held in the County General Fund to the Schools Capital Project Fund.

TCF:al

Scott R. Kizner, Ph.D. Superintendent

STAFFORD COUNTY PUBLIC SCHOOLS

31 Stafford Avenue Stafford, Virginia 22554-7246 Phone: 540-658-6000 www.staffordschools.net SCHOOL BOARD
Patricia Healy, Chair
Sarah Chase, Ph.D., Vice-Chair
Jamie Decatur
Irene Egan
Holly Hazard
Dewayne McOsker
R. Pamela Yeung

RECEIVE

FEB 1 3 2019

Office of the Superintendent

February 8, 2019

Mr. Tom Foley Stafford County Stafford County Government Center 1300 Courthouse Road Stafford, Virginia 22554

Re: Budget and Appropriation - Virginia Public Schools Authority (VPSA) Bond 2017A and 2017C Interest

Dear Mr. Foley:

By this letter, the School Board requests the projected interest generated from Bond 2017A (estimated \$145,768.68) and 2017C (estimated \$131,562.42) be provided in support of the Repair Interior Finishes Project – A.G. Wright MS and Garrisonville ES in the following areas:

	Accelerated Construction Period Change Order (AGWMS/GES) Replacement of Gym Sound Attenuation Panels (AGWMS) Reskinning of Blackboards (GES) Repair of Firewall (GES)	\$197,763.00 20,000.00 17,000.00
	Replenishment of Contingency (GES)	18,500.00 24,068.10
-	Total	\$277,331.10

The funds status report is attached.

If you have any questions, please contact Chris Fulmer at 540 658-6580.

Respectfully,

Scott R. Kizner Superintendent

Stafford County Public Schools

Cc: Mr. Chris R. Fulmer, Chief Financial Officer

Mr. Scott Horan, Assistant Superintendent of Operations

Attachment

Repair Interior Finishes Project - AGWMS/GES (Two Phased Project Summer 2018 - AGWMS and Summer 2019 - GES, AGWMS/GES Front Office and AGWMS Gym & Bleachers)

	Budget Amount***			Costs Encumbered (as of 01/24/19)		Funds Remaining		cted Spending	Potential Savings (Shortfall)		
Land	\$	12	\$		\$	140	Ś		Ċ	tonortiany	
Planning/Design		187,139.00		187,139.00	95		Υ	100	Ą		
Construction:		**************************************		,						N 2	
General Contractor's											
Construction Cost		2,816,867.00		2,816,867.00		2		197,763.00		(107.752.00)	
Third Party Construction*		191,892.00		191,566.85		325.15				(197,763.00)	
Gym Floor & Bleachers**		260,000.00		131,300.63				55,825.15		(55,500.00)	
Contingency				-		260,000.00		260,000.00			
		100,000.00		100,000.00				24,068.10		(24,068.10)	
Furniture/Fixtures/Equipment		4,500.00		4,500.00		(-)		4		(= 1,000.10)	
Other - Project Management		107,689.00		107,689.00						A. T. V.	
Total	\$	3,668,087.00	\$	3,407,761.85	\$	260,325.15	\$	537,656.25	\$	(277,331.10)	

^{*} AV & Camera Equipment Relocation, Blackboard Reskin, Above Ceiling Cabling and Fire Wall Repair, Movers

^{***} Remaining funds to be provided \$950,500.00

Awarded	Construction	Change	Orders:
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CO#1	\$	41,160.00	Wall Finishes
CO#2			Asbestos Abatement
CO#3			Above Ceiling CMU Repairs
Total	\$	117,215.00	
Pending Change Orders:			
	\$	197,763.00	Accelerate Construction Period (Summer 2019)
			AGWMS Gym Sound Attenuation Panels
			GES Re-skinning Blackboards
			GES Above Ceiling Fire Wall Repairs
	10		GC Contingency
Total	\$	277,331.10	

277,331.10

^{**} Gym Floor and Bleachers to be awarded under separate contracts Spring 2019.



Stafford County Board of Supervisors Meeting Agenda Item Report Meeting Date: February 19, 2019 UNFINISHED BUSINESS

Subject:

FINANCE AND BUDGET; FERRY FARM ELEMENTARY SCHOOL PROJECT REVIEW AND BUDGET APPROVAL

Proposed Resolution R19-58

BACKGROUND SUMMARY: Project overview.

Recommended Action:

Approve proposed Resolution R19-58, which adopts the budget for the Ferry Farm Elementary School Phase One renovation of \$9,937,200 (Option 1), or amend the proposed resolution to include the additional \$1,988,000 in support of the schools proposed Option 2.

Committee/Commission Recommendation:

Finance, Audit, and Budget Committee will review this item at its meeting on February 19, 2019 prior to the full Board review and vote.

Fiscal Impact:	District:
See Attachment 1, extended discussion and analysis	George Washington

Overview:

The Ferry Farm Elementary School (FFES) rehabilitation project was approved in the FY2019-28 Capital Improvement Program (CIP) with a total project cost of \$10,802,000, of which \$857,000 was approved for planning and design in FY2019 with the remaining funding available in FY2020 for construction and contingency.

SCPS has proposed a Phase 1, Option 2 (attachment 5) that adds \$1,988,000 to the Project for renovation of 1966 Wing Basement. This option would address the air quality and other health and safety concerns in this area and create the opportunity for three additional classrooms to educate 78 more students. Option 1 would leave the lower level of the 1966 building as is and maintain the current capacity, which would accommodate 78 fewer students. This will have impacts on the redistricting plans being developed by the school's consultants. SCPS proposes that the additional \$1,988,000 could be paid for from FY18 school division carryover funds and delaying two school division 3R VPSA



funded capital projects.

Discussion/Analysis:

See Attachment 1

Attachments:

- 1. Attachment 1 R19-58 Ferry Farm ES Discussion and Analysis (1)
- 2. Attachment 2 Proposed Resolution R19-58
- 3. Attachment 3 FY20 CIP Large Capital Projects v 10
- 4. Attachment 4 SB Minutes Item 10.02
- 5. Attachment 5 FFES Detailed Phasing Info Request 2-1-19 Option 2 Phase I
- 6. Attachment 6 FFES Detailed Phasing Info Request 2-1-19 Option 1 Phase I
- 7. Attachment 7 FFES Detailed Phasing Info Request 2-1-19 Option 1 Phase II
- 8. Attachment 8 FFES Detailed Phasing Info Request 2-1-19 Option 1 Phase III&IV
- 9. Attachment 9 Letter from Superintendemt 2-5-19
- 10. Attachment 10 FFES Detailed Phasing Info Request 2-14-19 Option 2 Phase II
- 11. BOS Presentation Renovate-Addition FFES 2-14-19

Summary/Conclusion:

Staff requests that the Board consider adoption of proposed Resolution R19-58 to budget for the Phase I of FFES renovation, with or without the inclusion of the renovation of the basement in the 1966 wing. As written, proposed Resolution R19-58 budgets the remaining project funds in accordance with the FY2019-28 CIP, which does not include the consideration of the basement.

- Original Project Adopted in the FY2019-28 CIP \$10,802,000
- Less:Budget and Appropriated by the Board on September 4, 2018, Resolution R18-201 (864,800)
- Amount remaining for Budget and future appropriation \$9,937,200

This request does not appropriate funding. The appropriation of funding would be done in conjunction with contracts and would be brought before the Board of Supervisors by project phase.

The Board may also choose to amend the Resolution to include the additional \$1,988,000 for the Option 2 proposal outlined in attachment 5 and referenced in the February 5th letter from the Superintendent (attachment 8).

Reviewed By:

Rysheda McClendon, County Attorney (Legal Review Only)

Thomas C. Foley, County Administrator

Extended Discussion and Analysis

The Ferry Farm Elementary School (FFES) rehabilitation project was approved in the FY2019-28 Capital Improvement Program (CIP) with a total project cost of \$10,802,000, of which \$857,000 was approved for planning and design in FY2019 with the remaining funding available in FY2020 for construction and contingency. The project, as adopted in the FY2019-28 CIP, proposes to demolish the original 1957 portion of the building and construct a new building with approximately 9,000 additional square feet. The new section of the building would provide a benefit to all students at the school by providing a larger art room, music room and library to meet current elementary school education specifications. The renovation would have allowed for an expanded clinic and office spaces and the building would be constructed on-grade to improve building access for student, staff, and the community. This project did not add classroom capacity to FFES. Since the adoption of the CIP, the School Board has communicated additional rehabilitation projects at FFES.

As part of the Joint CIP Policy, the School Board adopted the CIP large project priorities at the November 13, 2018 School Board meeting. See attached School Board item dated November 13, 2018, item number 10.02. The approved list of large scale projects supported the FFES renovation project adopted by the Board of Supervisors on June 19, 2018 as Phase I. The School Board also approved renovations and additions for Phases II – IV. The four phases of the projects are based on the four years of construction of FFES: 1957, 1966, 1988 and 1991.

Phase	Year Proposed to Open	Amount	Notes
Phase I	FY2021	\$10,802,000	Demolition of the 1957 portion of the building and construction of new addition in accordance with the adopted FY2019-28 CIP.
Phase II	FY2027	\$8,045,000	Renovate the 22,000 square foot of the 1966 addition.
Phase III/ Phase IV	FY2029	\$10,379,000	Renovate the remaining 27,160 square foot of the 1988 and 1991 additions and add 5,000 square feet.

In accordance with the Joint CIP Policy updated and adopted by the Board of Supervisors on September 4, 2018, it was anticipated the School Board would provide an approved list of large scale projects in September 2018. Due to the timing of the School Board's approval of projects a review of FFES Phase II through IV have not been reviewed by the School and County's joint Technical Review Committee, nor the Board of Supervisors and School Boards joint Oversight Committee. As such, the Board of Supervisors has not had the opportunity to review the details of the additional phases.

On December 11, 2018, at a joint Board of Supervisors and School Board meeting to review CIP projects, the School Board presented a possible change to augment Phase I of the FFES renovation. Again, Phase I was the original agreed upon project adopted in the FY2019-28 CIP. The architectural firm VMDO, who was preparing the renovation design of Phase I recommended, if additional funds were available, the inclusion to the renovation of the basement of the 1966 wing. VMDO sighted the basement (1) has outdated systems that do not provide adequate fresh air; (2) inadequate lighting and poor acoustics; and (3) low ceilings and a lack of daylight and views. They estimated \$1.8 to \$2M to enhance the basement and remedy these faults. The School Board identified School-designated capital project funding held in the County's General Fund – fund balance and/or future Virginia Public School Authority (VPSA) Bond issues. The VPSA projects the School Board identified to defer were interior finishes at H. H. Poole MS (\$1,202,000) and the repair of the Mountain View HS track (\$750,000).

In an effort to provide the Board the broader picture of the School Board's intent and to provide project details regarding Phase I, Phase I with the inclusion of the basement, and Phases II-IV, School staff has provided the attached breakdown of projects and broke costs out further as (1) updates code/address future safety; (2) building system life cycle; and (3) Elementary education specifications program alignment. Phases I through IV align with the year of construction. The School Board also attempted to limit the interference with ongoing education by moving students to modular classrooms for a school year, while construction takes place.

School staff is providing a presentation on the project at the Finance, Audit, and Budget Committee meeting and in conjunction with the public meeting to provide a review of the project, answer Board members questions, and to keep the public informed of the FFES project.

Staff requests that the Board consider adoption of proposed Resolution R19-58 to budget for the Phase I of FFES renovation, with or without the inclusion of the renovation of the basement in the 1966 wing. As written, proposed Resolution R19-58 budgets the remaining project funds in accordance with the FY2019-28 CIP, which does not include the consideration of the basement.

Original Project Adopted in the FY2019-28 CIP \$10,802,000

Less: Budget and Appropriated by the Board on (864,800)
September 4, 2018, Resolution R18-201

Amount remaining for Budget and future appropriation \$9,937,200

This request does not appropriate funding. The appropriation of funding would be done in conjunction with contracts and would be brought before the Board of Supervisors by project phase.

PROPOSED

BOARD OF SUPERVISORS COUNTY OF STAFFORD STAFFORD, VIRGINIA

RESOLUTION

At a regular meeting of the Stafford County Board of Supervisors (the Board) held in the Board Chambers, George L. Gordon, Jr., Government Center, Stafford, Virginia, on the 19th day of February, 2019:

MEMBERS:

VOTE:

Gary F. Snellings, Chairman

L. Mark Dudenhefer, Vice Chairman

Meg Bohmke

Jack R. Cavalier

Thomas C. Coen

Wendy E. Maurer

Cindy C. Shelton

On motion of , seconded by , which carried by a vote of , the following was adopted:

A RESOLUTION APPROVING THE BUDGET FOR THE FERRY FARM ELEMENTARY SCHOOL PHASE ONE RENOVATION

WHEREAS, the FY2019-28 Capital Improvement Program (CIP) approved by the Board on June 19, 2018, included the renovation of Ferry Farm Elementary School (Project); and

WHEREAS, the Project initially included the demolition of the original 1957 section and construction of a new 9,000 square feet addition (Phase I); and

WHEREAS, since the adoption of the CIP, the School Board has identified additional phases of renovation for the Project, which now includes the renovation of the basement; and

WHEREAS, the Board desires to approve a budget for Phase I of the Project without the inclusion of a renovation to the basement;

NOW, THEREFORE, BE IT RESOLVED by the Stafford County Board of Supervisors on this the 19th day of February, 2019, that it be and hereby does approve the budget for the remainder of the renovation of Ferry Farm Elementary School Phase I, excluding the renovation of the basement, in the amount of Nine Million Nine Hundred Thirty-Seven Thousand Two Hundred Dollars (\$9,937,200).

Large Capital Project List Stafford County Public Schools FY2020-29 CIP

Priority	Large Projects	Proposed Opening Date	Current Cost (FY19)	Proposed Opening Date Cost	
1	Construct High School #6	FY2026	\$ 109,895,344	\$ 132,382,000	
	Construct 2,150 student capacity HS. 2017 - 2028 Student Enrollment Projections show exceeding 100% HS capacity in FY2025.				
2	Construct Elementary School #18	FY2028	\$ 37,601,398	\$ 49,402,000	
	Construct 966 student capacity ES. Student Enrollment Projections show exceeding 100% in 2027 - 28 (FY2028) school year.				
3	Renovate/Addition Ferry Farm Elementary School (Phase II)	FY2027	\$ 6,324,265	\$ 8,045,000	
	Renovate the 22,000 s.f. 1966 addition. 10 year Facility Condition Index (96.8% Very Poor) and program deficiencies relative to new ES Ed Spec warrant significant upgrades to all critical building systems and additional square footage (similar to other ES renovations).				
4	Additional Early Childhood Special Education Capacity (10 Classrooms)	FY2027	\$ 6,653,610	\$ 8,489,000	
	Adds an additional 10 classrooms and support space (location TBD) for ECSE. ECSE projections and past trending data shows a need for additional classrooms in the county by 2021.				
5	Renovate/Addition Hartwood Elementary School	FY2028	\$ 20,185,812	\$ 26,463,000	
	Facility Condition Index (92.38% Very Poor) and program deficiencies relative to new ES Ed Spec warrant significant upgrades to all critical building systems and additional square footage (similar to other ES renovations).				
6	Additional Early Childhood Special Education Capacity (10 Classrooms)	FY2029	\$ 6,928,135	\$ 9,374,000	
	Adds an additional 10 classroom (location TBD) for ECSE. ECSE projections and past trending data shows a need for additional classrooms beyond the inventory at Gari Melchers and ECSC/Head Start Northern Campus by FY2025 (this includes the proposed 10 classroom addition in FY2027).				
7	Renovate/Addition Ferry Farm Elementary School (Phase III - IV)	FY2029	\$ 7,690,265	\$ 10,379,000	
	Renovate the remaining 27,160 s.f. 1988 and 1991 additions with 5,000 sf addition to address program deficiencies. 10 year Facility Condition Index (96.8% Very Poor) and program deficiencies relative to new ES Ed Spec warrant significant upgrades to all critical building systems and additional square footage (similar to other ES renovations).				
8	Renovate Drew Middle School	FY2029	\$ 28,904,897	\$ 39,135,000	
	Renovate 98,900 s.f. of DMS and add s.f. to address program deficiencies. Facility Condition Index (66.43% Very Poor but facility is in "better" condition than FFES and HES) and program deficiencies relative to most recent MS Ed Spec warrant significant upgrades to all critical building systems and additional square footage.				
9	Addition Fleet Services	FY2030	\$ 6,949,872	\$ 9,683,000	
	Adds 10 service bays to existing facility. CST Study shows a need for two (2) additional bays in FY18, two (2) more in FY28 and an additional four (4) more in FY38. Operational work around plans can extend the need date to FY30 but recommend building 10 and gain efficiency of scale.				
10	Renovate/Addition North Stafford High School - Fine Arts Wing	FY2030	\$ 5,223,506	\$ 7,269,000	
	Renovates existing fine art wing and addresses program deficiencies relative to new HS program specifications. Existing space is supporting programs now, but space is not efficiently nor does it meet program requirements.				





Stafford County School Board

Agenda Item Details

Meeting Nov 13, 2018 - AMENDED: REGULAR MEETING - STAFFORD COUNTY SCHOOL

BOARD - 7:00 P.M. - BANDY COMPLEX

Category 10. Action Items

Subject 10.02 Approve the FY20-FY29 CIP Large Project and Infrastructure Project

Priorities.

Type Action

Goals Goal 3: Resource Stewardship: Establish and maintain efficient, transparent,

responsible oversight of resources.

Goal 4: Communication: Communicate effectively at all levels.

PREPARER

Scott Horan, Assistant Superintendent of Operations

BACKGROUND INFORMATION

The school division's Capital Improvement Plan (CIP) provides a comprehensive planning and acquisition roadmap that identifies and articulates the need for capital improvements including new schools, critical renovations/additions, upgrades/repairs to existing school infrastructure, and other essential capital projects.

The school division participates in a Joint School Board/Board of Supervisors CIP development process which requires SCPS staff to submit the School Board's large CIP project priorities to the County by early September of each year. Also required is the submission of the school division's "3R" (infrastructure) project list with the first five years prioritized.

The current 10-year CIP format was adopted in 2011.

The School Board approved its FY19-FY28 large CIP project priorities in May 2018 (Attachment 1). Staff used that approved list as a starting point when developing the proposed FY20-FY29 large CIP project list and then added the following existing and new requirements that were not part of the FY19-FY28 large CIP project priorities that conformed to the county's affordability projections:

- Fine Arts Renovation/Addition at North Stafford High School (New)
- Renovate Ferry Farm Elementary School (Phase II) (New)
- Renovate Ferry Farm Elementary School (Phase III and Phase IV) (New)
- Renovate Drew Middle School (Existing)
- Addition Fleet Services (Existing)
- Addition Early Childhood Special Education and Head Start Northern Campus (Phase I, 10 Classrooms) (New)
- Addition Early Childhood Special Education and Head Start Northern Campus (Phase II 10 Classrooms) (New)

Large capital projects that have been funded in previous CIP fiscal years and started (design and/or construction) do not need to be prioritized and brought forward in the Joint CIP review process to be scored, including Renovate Early Childhood Special Education/Head Start Northern Campus and Renovate Ferry Farm Elementary School Phase 1.

On September 25, the School Board discussed the CIP priorities at both a work session and a regular Board meeting. At that time, the Board requested another work session be scheduled for further discussion. On October 9, the Board held a work session to discuss the FY20-FY29 Large CIP Project priorities and "3R" (infrastructure) project list. The Board then discussed the item at their regular Board meeting and approved High School #6 and Elementary School #18 as priorities #1 and #2, respectively. Notification of the Board's approval of its top two priorities was subsequently provided to the county administrator. The remaining large CIP project priorities and the infrastructure approval were postponed for discussion at a future work session.

To assist in obtaining a resolution, the School Board's Finance and Budget Committee (FABC) met on October 15 to discuss the remaining large CIP project priorities and the infrastructure list.

On October 23, the Board held a work session to further discuss the remaining FY20-FY29 large CIP projects and the "3R" (infrastructure) projects. During the School Board meeting which immediately followed the work session, the Board approved the "3R" (infrastructure) project list. This approval was subsequently relayed to the county administrator. The list of remaining FY20-FY29 large CIP project priorities was tabled for consideration at the next Board meeting.

On November 1, the FABC met again and reviewed staff's proposed priorities for the remaining FY20-FY29 large CIP projects. The FABC approved Attachment 2 to be recommended to the Board.

If approved by the Board, the superintendent will forward the School Board's approved FY20-FY29 major CIP project priorities to the county administrator for consideration in the County's joint CIP process and for recommendation to the Board of Supervisors.

AUTHORIZATION REFERENCES

SCPS Policy 5601 (Capital Improvements Program)
SCPS Policy 8402 (Facility Planning, Design and Construction)

Attachment 1 School Board FY19 - 28 CIP Large Capital Project Priorities.pdf (417 KB)

Attachment 2 FY20_CIP_Large_Capital_Projects_v10.pdf (25 KB)

Stafford County School Board

RENOVATE/ADDITON FERRY FARM ES *Phase I - 1955 Wing & 1966 Basement Planning & Design Furniture/Fixtures/Equipment Contingency	Total Project Cost (000) \$12,790	Project Cost (000) \$1,076 \$785 \$460		DESCRIPTION Adds \$1,988,000 to Project for Renovation of 1966 Wing Basement	UPDATES CODE/ ADDRESS FUTURE SAFETY (000)	BLDG SYS LIFE CYCLE (000)	ES ED SPEC PRG ALIGNMENT (000)
Construction Total		\$10,469 \$12,790					
Construction		Ψ==,::00					
Third Party Construction			\$214	Dominion VA Power, Columbia Gas, etc			
Modular Swing Space				8 - 10 Classroom Modular Complex for Swing Space. Includes utilities			
General Contractor			\$9,755	0 - p - c - c - c - c - c - c - c - c - c			
Total			\$10,469				
General Contractor							
Site Work, Concrete, Masonry, Metals/Plastics/Wood				Renovated area/new 7,600 S.F. Addition - interior concrete, deck replacement (wood floor), CMU block, brick, steel columns/joists, decking, sheathing, and window sills. Excavation, exterior concrete, ADA ramps, and landscaping	\$700		\$955
Thermal & Moisture (roof, insulation, vapor barriers)				Renovated area/new 7,600 S.F. Addition - insulation, air barriers, waterproofing, built-up roof system, fire stopping, sealing, etc.	\$150		\$212
Doors & Glazing				Renovated area/new 7,600 S.F. Addition - interior and exterior doors, aluminum storefront systems, glass, etc.		\$250	\$205
Interior Finishes, Specialties Millwork & Storage Systems				Renovated and new 7,600 S.F. Addition - provides drywall systems, ceramic tile, acoustical ceilings, wood ceilings, grab bars, bathroom accessories, whiteboards, cabinets, cubbies and instrument storage	\$40		<i>\$567</i>
Mechanical HVAC				Replaces 1988 HVAC System - Boilers, pumps, heaters, duct work, etc. Beyond service life; difficult obtaining repairs and parts	\$980	\$1,523	\$504
Plumbing				Replaces toilets, sinks and water fountains - ADA compliant; Replaces all plumbing lines in renovated area. Adds all plumbing, and ADA compliant bathrooms in New 7,600 S.F. Addition	\$460	\$300	\$38
Electrical				Replaces 1988 switch gear, panel boards, wiring, lighting, transformers, emergency generator. Systems are old, exceeded their service life and difficult to find replacement parts. Provides service to new 7,600 S.F. Addition	\$1,074	\$927	\$461
Fire Sprinkler				Adds Sprinkler System to renovated area and new 7,600 S.F. Addition	\$229		\$47
Water/Sewer/Storm water				Relocation of utilities (water, sanitary). Storm water management	40.000	40.005	\$133
Total			<i>\$9,755</i>		\$3,633	\$3,000	\$3,122

RENOVATE/ADDITON FERRY FARM ES Phase I - 1955 Wing Planning & Design Furniture/Fixtures/Equipment	Total Project Cost (000) \$10,802	Project Cost (000) \$857 \$685	Const Cost (000)	DESCRIPTION	UPDATES CODE/ ADDRESS FUTURE SAFETY (000)	BLDG SYS LIFE CYCLE (000)	ES ED SPEC PRG ALIGNMENT (000)
Contingency		\$428					
Construction Total		\$8,832 \$10,802					
Construction							
Third Party Construction			\$214	Dominion VA Power, Columbia Gas, etc			
Modular Swing Space			\$500	8 - 10 Classroom Modular Complex for Swing Space. Includes utilities			
General Contractor			\$8,118				
Total			\$8,832				
General Contractor							
Demolition, Site Work, Concrete, Masonry, Metals/Plastics/Wood				Renovated area/new 7,600 S.F. Addition - interior concrete, deck replacement (wood floor), CMU block, brick, steel columns/joists, decking, sheathing, and window sills. Excavation, exterior concrete, ADA ramps, and landscaping	\$515		\$955
Thermal & Moisture (roof, insulation, vapor barriers)				Renovated area/new 7,600 S.F. Addition - insulation, air barriers, waterproofing, built-up roof system, fire stopping, sealing, etc.	\$95		\$212
Doors & Glazing				Renovated area/new 7,600 S.F. Addition - interior and exterior doors, aluminum storefront systems, glass, etc.		\$165	\$205
Interior Finishes, Specialties Millwork & Storage Systems				Renovated and new 7,600 S.F. Addition - provides drywall systems, ceramic tile, acoustical ceilings, wood ceilings, grab bars, bathroom accessories, whiteboards, cabinets, cubbies and instrument storage	\$19		\$567
Mechanical HVAC				Replaces 1988 HVAC System - Boilers, pumps, heaters, duct work, etc. Beyond service life, does not meet code and very difficult obtaining repairs and parts	\$903	\$823	\$504
Plumbing				Replaces toilets, sinks and water fountains - ADA compliant; Replaces all plumbing lines in renovated area. Adds all plumbing, and ADA compliant bathrooms in New 7,600 S.F. Addition	\$404	\$190	\$38
Electrical				Replaces 1988 switch gear, panel boards, wiring, lighting, transformers, emergency generator. Systems are old, exceeded their service life and difficult to find replacement parts. Provides service to new 7,600 S.F. Addition	\$906	1	\$461
Fire Sprinkler				Adds Sprinkler System to renovated area and new 7,600 S.F. Addition	\$209		\$47
Water/Sewer/Storm water			60.446	Relocation of utilities (water, sanitary). Storm water management	62.051	64.045	\$133
Total			\$8,118		\$3,051	\$1,945	\$3,122

		Total	Droinst	Const		UPDATES CODE/ ADDRESS FUTURE	BLDG SYS LIFE	ES ED SPEC PRG
		Project Cost	Project Cost	Cost		SAFETY	CYCLE	ALIGNMENT
RENOVATE/ADDITON FERRY FARM ES	FY	(000)	(000)	(000)	DESCRIPTION	(000)	(000)	(000)
Phase II - 1966 Wing	2027	\$8,045	, ,	, ,		•		,
Planning & Design			\$596					
Furniture/Fixtures/Equipment			\$622					
Contingency			\$477					
Construction			<u>\$6,350</u>					
Total			\$8,045					
Construction								
Third Party Construction				\$200				
Modular Swing Space				\$300	8 - 10 Classroom Modular Complex for Swing Space			
General Contractor				<u>\$5,850</u>				
Total				\$6,350				
General Contractor								
*Demolition, Minor Site Work,					Demolition of renovated area (both floors), minor site work, interior stud wall, wood			
Metals/Plastics/Wood					finishes	\$800		\$100
					Replaces all doors, frames, windows and increase daylighting in renovated area	4		4
*Doors & Glazing					including both floors	\$100	<i>\$75</i>	\$50
*** * 5: 1 6 : 1: 100					Renovated area - provides drywall systems, ceramic tile, acoustical ceilings, wood			
*Interior Finishes, Specialties Millwork & Storage					ceilings, grab bars, bathroom accessories, whiteboards, cabinets, cubbies and	ć4 7 75	¢500	6100
Systems					instrument storage Replaces 1066 UNAC System - Reilers numbs hosters duct work etc for both	\$1,775	\$500	\$100
					Replaces 1966 HVAC System - Boilers, pumps, heaters, duct work, etc. for both basement and ground level floor. Equipment is beyond service life, does not met new			
					outside air code requirements or new energy code. Very difficult obtaining repairs and			
*Mechanical HVAC					parts.	\$125	\$800	\$50
Weenamea Tryte					Replaces toilets, sinks and water fountains - ADA compliant; Replaces all plumbing	7123	7000	730
*Plumbing					lines in renovated area.	\$200	\$200	<i>\$75</i>
*Electrical					Replaces 1966 electrical wiring, panels, breakers, lighting, transformers. Systems are old, exceeded their service life and difficult to find replacement parts.	\$800	\$400	\$150
*Fire Sprinkler					Upgrades existing sprinkler system	\$50 \$50		7130
*Total				\$6,350	epg. sace chieffing op. miller system		\$1,975	\$525

^{*}All Cost are rough order magnitude programmatic cost estimates

379 \$77	Cost (000)	Const Cost (000)	DESCRIPTION	CODE/ ADDRESS FUTURE SAFETY (000)	BLDG SYS LIFE CYCLE (000)	ES ED SPEC PRG ALIGNMENT (000)
\$77	2029 \$10,379	(000)		(000)	(000)	(000)
	+					
\$81						
\$62						
\$7,93						
\$10,14		1				
		\$200				
		\$300	8 - 10 Classroom Modular Complex for swing space			
		\$7,435				
		\$7,935				
			Constructs classrooms and collaborative space with a 5,170 s.f. addition to the existing 1991 wing. Allows for the expansion of existing classrooms and development of collaborative space in existing space.			\$2,150
			Renovates/expands existing classrooms space, creates collaborative areas to meet new ES Ed Specs. Upgrades all interiors finishes including flooring, acoustical ceilings, walls, bathrooms, electrical, mechanical, plumbing, fire alarm, sprinkler, data, phone, media and PA systems.	\$300	\$100	
			Renovates/expands existing classrooms space, creates collaborative areas to meet new ES Ed Specs. Upgrades all interiors finishes including flooring, acoustical ceilings, walls, bathrooms, electrical, mechanical, plumbing, fire alarm, sprinkler, data, phone, media and PA systems.	\$1,100	\$600	
			sprinkler, data, A systems, and kitchen equipment.	\$800	\$300	
			Renovates existing cafeteria and kitchen. Upgrades all interiors finishes including flooring, ceilings, walls, bathrooms, electrical, mechanical, plumbing, fire alarm, sprinkler, data, A systems, and kitchen equipment.	\$1,600	\$485	\$2,150
				flooring, ceilings, walls, bathrooms, electrical, mechanical, plumbing, fire alarm, sprinkler, data, A systems, and kitchen equipment. Renovates existing cafeteria and kitchen. Upgrades all interiors finishes including flooring, ceilings, walls, bathrooms, electrical, mechanical, plumbing, fire alarm,	flooring, ceilings, walls, bathrooms, electrical, mechanical, plumbing, fire alarm, sprinkler, data, A systems, and kitchen equipment. \$800 Renovates existing cafeteria and kitchen. Upgrades all interiors finishes including flooring, ceilings, walls, bathrooms, electrical, mechanical, plumbing, fire alarm, sprinkler, data, A systems, and kitchen equipment. \$1,600	flooring, ceilings, walls, bathrooms, electrical, mechanical, plumbing, fire alarm, sprinkler, data, A systems, and kitchen equipment. Renovates existing cafeteria and kitchen. Upgrades all interiors finishes including flooring, ceilings, walls, bathrooms, electrical, mechanical, plumbing, fire alarm, sprinkler, data, A systems, and kitchen equipment. \$1,600 \$485

^{*}All Cost are rough order magnitude programmatic cost estimates

Scott R. Kizner, Ph.D. Superintendent

Stafford Coun

STAFFORD COUNTY PUBLIC SCHOOLS

31 Stafford Avenue Stafford, Virginia 22554-7246 Phone: 540-658-6000 www.staffordschools.net SCHOOL BOARD
Patricia Healy, Chair
Sarah Chase, Ph.D., Vice-Chair
Jamie Decatur
Irene Egan
Holly Hazard
Dewayne McOsker
R. Pamela Yeung



RECEIVED

FEB 1 3 2019

February 5, 2019

Mr. Tom Foley Stafford County Stafford County Government Center 1300 Courthouse Road Stafford, Virginia 22554

Re: Renovate/Addition - Ferry Farm Elementary School Project

Dear Mr. Foley:

On Saturday, February 2, at a special called meeting, the School Board requested that I follow up on the letter I sent you on December 6, 2018, on behalf of the school board regarding the renovate/addition for Ferry Farm Elementary School (letter attached for reference). I am aware we have had numerous conversations since that letter was sent, but there is a sense of urgency as an answer from the Board of Supervisors is critical as the board deliberates and finalizes a redistricting plan.

The board has asked the redistricting consultants to create two additional redistricting plans for Ferry Farm Elementary School. One plan includes the renovation of the 1966 wing lower level, which would allow us to educate 78 more students in three additional homeroom classes. The other plan accounts for the lower level not being renovated at this time, thus reducing the school building capacity by 78 students. This reduction of capacity would be the result of relocating the three lower-level resource rooms to the main level, which would then reduce approximately three homeroom classrooms.

It is our hope that, once we present on February 19 to the Board of Supervisors, there will be action taken soon to reaffirm to the board the funding status for the remaining portion of Phase 1 (\$9,937,200 - construction, contingency and furniture, fixtures and equipment) and the December 6, 2018 request for an additional \$1,988,000 (Renovate 1966 wing lower level). As a reminder, the request for \$1,988,000 could be paid for from FY18 school division carryover funds and delaying two-school division 3R VPSA funded capital projects.

As always, I appreciate your cooperation. If you have any questions, please let me know.

Respectfully,

Superintendent

Stafford County Public Schools

Scott R. Kizner, Ph.D. Superintendent

STAFFORD COUNTY PUBLIC SCHOOLS

31 Stafford Avenue Stafford, Virginia 22554-7246 Phone: 540-658-6000 www.staffordschools.net SCHOOL BOARD
Patricia Healy, Chair
Dewayne McOaker, Vice-Chair
Sarah Chase, Ph.D.
Jamle Decatur
Irene Egan
Holly Hezard
R. Pameia Yeung



Office of the Superintendent

December 6, 2018

Mr. Tom Foley Stafford County Stafford County Government Center 1300 Courthouse Road Stafford, Virginia 22554

Re: Renovate/Addition - Ferry Farm Elementary School Project

Dear Mr. Foley:

On December 4, 2018 at a special called meeting, the School Board approved a plan to increase the scope and cost for the Renovate/Addition – Ferry Farm Elementary School Project. The following is the School Board motion:

"Mr. McOsker moved, and Ms. Decatur seconded, that the Board approve Option 3 as presented by VMDO Architects on the document entitled "Ferry Farm Elementary School – Funding Options," which will include the Revised Schematic Design (\$8,056,000) and the Renovation of the 1966 Addition (\$2,050,000), for a total construction cost of \$10,106,000; the estimated overage of \$1,988,000 will be funded from these sources: \$613,914 from FY18 Year-End Carryover and \$1,202,000 from the HHPMS Interior Finishes Repair Project (Phase I). After further discussion, Mr. McOsker and Ms. Decatur amended the motion to add up to \$750,000 from the MVHS Track Repair Project as a third funding source (to the extent needed). The amended motion passed by a vote of five ayes (Chase, Decatur, Healy, McOsker, Yeung) and two nays (Egan, Hazard)."

By this letter, the School Division (Schools) requests the Board of Supervisors, concur on the funding sources.

If you have any questions, please contact Chris Fulmer at 540 658-6580.

Respectfully

Scott R. Kizner, Ph.D.

Superintendent

Stafford County Public Schools

Cc: Mr. Chris R. Fulmer, Chief Financial Officer

Mr. Scott Horan, Assistant Superintendent of Operations

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Stafford County Public Schools Ferry Farm Elementary Renovation - Funding Options December 4, 2018

Construc	tio	n Options				
		Option 1	Option 2	Option 3		
Construction Cost: Original Schematic Design	\$	9,906,000	\$	-	\$	+
Construction Cost: Revised Schematic Design		-		8,056,000		8,056,000
Construction Cost: Art/Music Expansion, Add'l Library Scope		200,000		-		Ų.
Construction Cost: Renovation of 1966 Addition*		-				2,050,000
Total Construction Cost	\$	10,106,000	\$	8,056,000	\$	10,106,000
Original Construction Budget (per CIP)		8,118,000		8,118,000		8,118,000
Project Deficit	\$	(1,988,000)	\$	62,000	\$	(1,988,000)

Option 1: Original schematic design. Estimated cost of \$200k for art/music room expansion by 340 sf, additional store front at library, additional library scope.

Option 2: Revised schematic design.

Option 3: Revised schematic design. Additional funding identified would be used to begin the renovations to the 1966 addition. *This amount of additional funding can be flexible depending on the amount identified. Project scope would be determined based on the amount.

Potential funding Sources								
Description	Current Year	Fund Type		Amount	Proposed Year			
FY 2018 Year End Carryover	FV18	Operating Fund	\$	613,914	n/a			
Repair Track - MVHS	FY19	VPSA Bond	\$	750,000	FY20			
Repair Mechanical System (Phase I) - RES	FY19	VPSA Bond	\$	1,599,000	FY20			
Repair Mechanical System (Phase II) - RES	FY20	VPSA Bond	\$	1,359,000	FY21			
Repair Exterior Envelope - NSHS	FY20	VPSA Bond	\$	2,456,000	FY21			
Repair Interior Finishes (Phase I) - HHPMS	FY20	VPSA Bond	\$	1,202,000	FY21			

Note 1: Bond infrastructure adjustments will require shifting several projects. Projects deferred in FY 2019 or FY 2020 will impact additional projects not listed above by deferring them to a future year. The shift of the projects will result in no increase in the total amount allocated to School Board projects in the CIP.

RENOVATE/ADDITON FERRY FARM ES	FY	Total Project Cost (000)	Project Cost (000)	Const Cost (000)	DESCRIPTION	UPDATES CODE/ ADDRESS FUTURE SAFETY (000)	BLDG SYS LIFE CYCLE (000)	ES ED SPEC PRG ALIGNMENT (000)
Phase II - 1966 Wing (w/o Basement)	2027	\$5,487						
Planning & Design			\$398					
Furniture/Fixtures/Equipment			\$415					
Contingency			\$317					
Construction			<u>\$4,357</u>					
Total			\$5,487					
Construction								
Third Party Construction				\$100				
Modular Swing Space				\$300	8 - 10 Classroom Modular Complex for Swing Space			
General Contractor				\$5,087				
Total				\$5,487				
General Contractor								
*Demolition, Minor Site Work, Metals/Plastics/Wood					Demolition of renovated area (both floors), minor site work, interior stud wall, wood finishes	\$750		\$100
*Doors & Glazing					Replaces all doors, frames, windows and increase daylighting in renovated area including both floors	\$80	<i>\$75</i>	\$50
*Interior Finishes, Specialties Millwork & Storage Systems					Renovated area - provides drywall systems, ceramic tile, acoustical ceilings, wood ceilings, grab bars, bathroom accessories, whiteboards, cabinets, cubbies and instrument storage	\$1,497	\$500	\$100
*Mechanical HVAC					Replaces minorHVAC componets on ground floor that are tied to therenovation of the ground floor	\$0	\$50	\$50
*Plumbing					Replaces toilets, sinks and water fountains - ADA compliant; Replaces all plumbing lines in renovated area.	\$180	\$200	\$75
*Electrical					Replaces 1966 electrical wiring, panels, breakers, lighting, transformers. Systems are old, exceeded their service life and difficult to find replacement parts.	\$780		\$150
*Fire Sprinkler					Upgrades existing sprinkler system	\$50		
*Total				\$5,087		\$3,337	\$1,225	\$525

^{*}All Cost are rough order magnitude programmatic cost estimates



Stafford County Public Schools

Agenda



History

Need

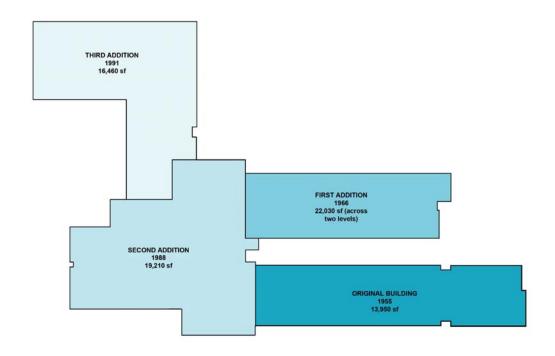
Plan



History



- Built in 1955
 - 3 Additions
 - 1966
 - 1988
 - 1991



Need

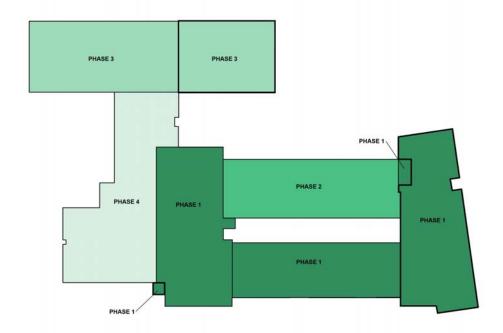


- Code Deficiencies & Future Safety
 - Mechanical
 - Electrical
 - Fire (Sprinkler)
 - ADA
- Building System Life Cycle
 - Mechanical
 - Electrical
 - Fire (Alarm)
 - Plumbing

- Educational Program Updates
 - Improvements to Learning Spaces
 - · Quality & Shortfall in Space
 - 2015 Elementary Ed Specs



- 2018 VMDO Architects' Phased Renovation
 - Age
 - Condition
 - Scope
- Three Proposed CIP Projects
 - Phase I
 - Phase II
 - Phase III & IV



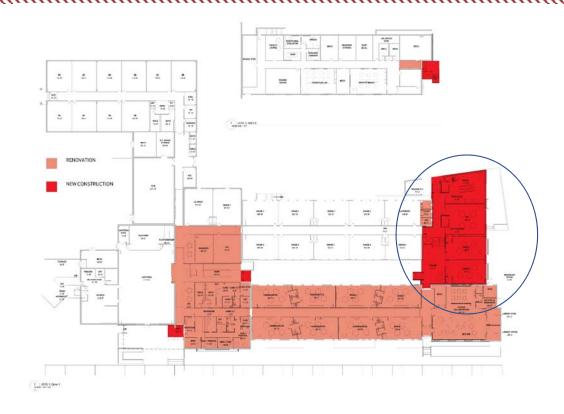


- Phase I
 - FY2020
 - Renovate 1955 Wing (22,650 s.f.)
 - Adds Security Vestibule
 - Relocates & Expands Main Office
 - Creates New Clinic
 - Renovates Library
 - Replaces HVAC System
 - Replaces Electrical System
 - Upgrades Plumbing
 - Adds ADA Accessibility (Entrances to School)





- Phase I
 - FY2020
 - Addition (7,650 s.f.)
 - Adds Collaborative Space
 - Increases Size of Music
 - Increases Size of Art
 - Adds ADA Access (Elevator)
 - Relocates Classrooms w/ADA Bathrooms





Phase I – CIP Budget

Planning & Design	\$ 857,000	
Construction	9,517,000	
Contingency	428,000	
Total Project Cost	\$ 10,802,000	Joint CIP Process Identified Affordability Amount
General Contractor	\$ 8,118,000	
Furniture, Fixtures, Equipment	685,000	
Modular Lease	500,000	
Other Third Party Costs	214,000	
Total Construction Budget	\$ 9,517,000	



Phase I

18,000
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 Code Deficiencies/Future Safety 	\$3,051,000
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 ES Ed Spec Program Alignment 	\$3,122,000
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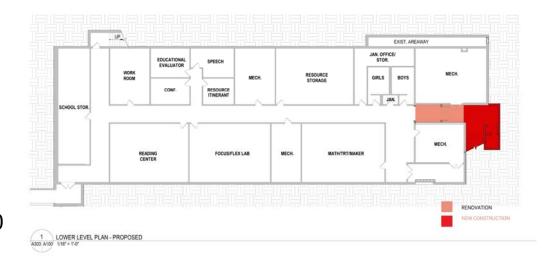


- Increase Scope of Phase I
 - Renovate 1966 Wing Basement Issues
 - Air Quality Concerns Code
 - HVAC System Life Cycle
 - Poor Learning Environment Program
 - Limited Daylighting Program
 - Inefficient & Underutilized Space -Program





- Renovate 1966 Wing Basement
 - Scope
 - Replace HVAC System Both Levels
 - Renovate Lower Level (10,090 s.f.)
 - Increase natural light
 - Integrate ES ed specs
 - Create efficient learning spaces
 - Total Additional Phase I Cost \$1,988,000
 - Phase II Reduction in Scope and Cost





Basement Funding Proposed

No "New" Borrowed Funds

FY '18 School Division Carry Over Funds	\$ 613,914
Reprioritizing VPSA Funded 3R Projects	
FY19 to FY20 Repair Track – Mountain View HS	750,000
FY20 to FY21 Repair Interior Finishes – Poole MS	1,202,000
Total Funding Sources Identified	\$ 2,565,914
Total Cost for 1966 Wing Basement	(1,988,000)
Additional Debt Capacity Created	\$ 577,914

Questions



