

# Construction Project Update

## **Project Core Team**

Members of the Crestview Project Team include the following:

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| ➤ Superintendent                         | Stephen W. Puchta                        |
| ➤ Treasurer                              | Laura Metzger                            |
| ➤ Board Members                          | John Auld & Lonnie Nedderman             |
| ➤ Elementary Principal                   | Kathy Mollenkopf                         |
| ➤ Junior High/High School Principal      | Mike Biro                                |
| ➤ Ass't Principal/Athletic Administrator | Dave Bowen                               |
| ➤ Technology Coordinator                 | Shane Leeth                              |
| ➤ Maintenance Worker                     | Geoff Waddles                            |
| ➤ OSFC Project Administrator             | Madison Dowlen                           |
| ➤ Architect/Engineer                     | Garmann-Miller (Brad Garmann/Associates) |
| ➤ Construction Manager                   | URS (Larry Parks/Associates)             |

## **Project Core Team Meetings**

The Project Core Team meets on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month. March meetings are scheduled for March 5<sup>th</sup> beginning at 3:00 p.m. and February 19<sup>th</sup> beginning at 1:00 p.m. in the Board Office Meeting Room. Although the Project Core Team does **not** include teachers and other staff members, all employees will play an important part in the Renovation Project design and construction and will be included at the appropriate phases of design, implementation and construction.

The purpose of the Core Meetings is to effectively and efficiently plan the components of the project. The School District Board and the Ohio School Facilities Commission encourage the formation of a cohesive, mutually beneficial partnering arrangement among all Contractors, the School District Board, the Commission, the Architect and the Construction Manager. Such an arrangement will strive to draw on the strengths, skills, and knowledge of each of the entities in an effort to achieve a quality project, within budget and on schedule.

Furthermore, the purpose of this partnering arrangement is to build cooperative relationships between such persons and avoid or minimize disputes and to nurture a more collaborative ethic characterized by trust, cooperation and teamwork. It is intended that this arrangement be a voluntary, nonbinding, but formally structured arrangement among the entities, leading to an attitude that fosters risk sharing.

In addition to the routine business of the construction project, the project team is discussing the details of swing space, or the space in which faculty and students will be housed during the construction phase of the project. Segments of the building will be moved to an area of modular classrooms during the renovation of a particular area of the facility. These temporary classrooms will be newly-equipped rooms with all the amenities of a classroom, and will include air conditioning. Moving details, including boxes for packing and other such items, are also being discussed and planned for by the project team. Preliminary drawings and the detailed planning of office and classroom renovations and/or additions are in process and will be completed in the near future.

The board of education will approve the swing space recommendation at the May 19, 2008, board meeting. Construction of the modular classrooms will begin in the fall and will be ready for occupancy by January 1, 2009. Construction is scheduled to begin February 1, 2009, with completion targeted for August 2010.

Boxes for packing of classroom materials and supplies are due to arrive by May 2, 2008. Building principals will communicate distribution and labeling procedures to their staff soon. We have ordered 2,000 boxes, but will order more if necessary. Funds for the cost of boxes and other related items are built into the construction project.

# Construction Project Timeline

## SUMMARY OF THE PLANNING, DESIGN, AND CONSTRUCTION PROCESS

The following steps illustrate the planning, design, and construction process. Please note that this timeline is preliminary; therefore, adjustments to the timeline may occur during the course of the project.

### ❖ **PRE-PLANNING (Completed)**

The school district establishes partnerships with the community, establishes and refines their educational program, and connects their educational program and with their shared vision of the facilities.

### ❖ **PLANNING, APPROVAL & FUNDING (Completed)**

An enrollment study is developed and facility assessments are conducted to help establish the planning parameters. A master facility plan is developed, a site is selected with assistance from the Design Professional (DP), and funding is secured.

### ❖ **CONTRACTING (Completed)**

Agreements and contracts are established between the state and the district for the project, between the District and the DP, and between OSFC and the CM.

The Project Core Team works together to develop a Program of Requirements (POR), the detailed square footage requirements for each space in the building. Once the POR is approved, the design phase begins.

### ❖ **DESIGN (February – August 2008)**

**Schematic Design Phase:** Spaces are drawn to the correct scale indicating relative sizes as stated in the POR. Spaces are shown in the correct relationship to each other.

**Design Development Phase:** The drawings indicate greater levels of detail. In addition to classroom and building size, the building systems, materials, and furnishings are shown in the documents. *Commissioning process begins.*

**Construction Documents Phase:** The documents show the detailed information that will ultimately be used by the contractors to bid and construct the building.

### ❖ **BIDDING (December 2008 – January 2009)**

The project is bid, bidders are evaluated, and contracts are executed.

### ❖ **CONSTRUCTION (February 2009 – August 2010)**

The project team and the contractor work together to construct the building. Throughout the construction phase, the Project Team holds regular meetings to review the progress of construction. The Project Team uses proven methods to assist in monitoring the budget, schedule, project quality, and change orders during construction. Furniture and equipment are procured. Commissioning is implemented.

### ❖ **OCCUPANCY (August 2010)**

Furniture and equipment are delivered and put in place. Students, faculty, and staff move into the building.

### ❖ **POSTOCCUPANCY (August – December 2010)**

The warranty phase begins and a Maintenance Plan is implemented. The project and financial closeout steps occur.