

CAPITAL PROJECTS
STATUS REPORT
FEBRUARY 2018



**BAINBRIDGE
ISLAND**

SCHOOL DISTRICT No. 303

**STRONG MINDS, STRONG HEARTS,
STRONG COMMUNITY**

Bainbridge Island School District

Strong Minds ♦ Strong Hearts ♦ Strong Community

Table of Contents

Executive Summary

Section 1 Project Status Summaries

Section 2 Risk Analysis & Critical Issues

Section 3 Project Financial Summaries

Section 4 Financial Summary Charts

Section 5 Project Timelines

Section 6 Questions and Answers

Appendix A, B and C

Executive Summary

Over the last decade, the community has demonstrated their support of the Bainbridge Island School District (BISD) Facility Master Plan (MP) by approving a \$45M Bond in 2006, a \$42M Bond in 2009 and an \$81.2M Bond in 2016.

In 2015, a committee comprised of educators, engineers, architects and community members was assembled to review and update the work of the 2005 Master Plan. The review included educational specifications and current research on how facilities support best learning practices. The committee's research examined how thoughtful building design supports and enriches innovative curriculum. Comprehensive facility goals were compared to the district's Mission, Vision and Guiding Principles. Attention was focused on determining how to best serve the curriculum and facility needs of all students while acting as wise stewards of taxpayer dollars. Priorities and goals were identified for building replacements and renovations. The committee's work considered conclusions found in the 2015 BISD Facilities Study and Survey:

<https://www.bisd303.org/Page/13305>

The committee presented the BISD school board with their summary of findings, cost estimates and tax implications. The board elected to present a Bond for voter approval that would fund the replacement of Blakely Elementary School, the BHS 100 Building and essential renovations district-wide. The bond passed in February, 2016.

Capital Projects bond dollars cannot be used to directly fund teachers or teaching supplies/curriculum. However, Capital Project bond dollars do support the General Fund by building, renovating and maintaining buildings. Examples include projects that reduce the cost of energy through improvements to lighting, heating and control systems. Lower operating costs provide more money for teachers and curriculum materials.

The district is extremely grateful for the support and trust of the community. Capital Projects manages new construction and essential renovation projects funded by voter-approved bonds. We take this responsibility seriously and are committed to being vigilant stewards of taxpayer investment. The alignment of Capital Projects projected and actual revenues, expenditures and fund balances serve as testimony to this endeavor.

In an effort to provide comprehensive information regarding projects and expenditures, the district has prepared an annual capital projects report. This February 2018 report has been updated and revised for the District Budget Advisory Committee (DBAC).

The report is a means of responding to both internal and external inquiries regarding Capital Projects. Responsibilities of the Capital Projects Department include asset management, renovations, building replacements, and the financial management of projects identified in the 2016 Bond request. The school district is committed to the design and construction of fiscally responsible projects that support and enhance educational environments, honor taxpayer investments and maintain school district assets.

The school board elected to postpone the BHS project until there was a Board decision regarding the Options program relocation, in November of 2017. The BHS project postponement impacted 2016 revenue and expenditure forecasting which is reflected in the Financial Summary Charts. Projected and actual numbers for expenses, revenues and fund balances are closely aligned, indicating that the Capital Projects department projections have been accurate over the last seven years. This includes spending down the 2009 Bond proceeds.

Capital Projects will have issued \$54M of the \$81.2M 2016 Bond by January, 2018. These funds will be used for the construction of Blakely which began in February, 2018, the design for the BHS 100 Building Replacement and the (Options School) Commodore HVAC upgrades in 2018. Current commitments are scheduled through 2021. There is no decision currently for future bond requests. The revised project timelines are included in Section 6.

Section 1

Project Status Summaries

The following Section is a summary of major projects and essential renovations accomplished with the dollars from the 2009 Bond, as well as a progress and budget update on projects associated with the 2016 Bond.

◆ 2009 Bond \$42 Million ◆

MAJOR PROJECTS

Wilkes Elementary School Replacement

Transportation Modernization

ESSENTIAL RENOVATIONS

Bainbridge High School

- .: Tennis court resurfacing
- .: Fast Pitch & baseball scoreboards
- .: Breezeway roof replacement
- .: Parking reconfiguration signage
- .: Roof patch & repair
- .: Computer lab electrical upgrade
- .: Waste reduction
- .: Composite lab
- .: Drafting room renovation
- .: Math classroom "pilot" revision
- .: Classroom lighting retrofit
- .: Photo lab renovation
- .: Energy conservation (lighting upgrades)
- .: Security camera upgrades
- .: Records room filing system upgrade

Stadium

- .: Energy conservation (lighting upgrades)
- .: Sound system replacement

Commodore Facility

- .: Office remodel
- .: Heat recovery unit installation 7/8 (partial steam system replacement)
- .: Building Signage replacement
- .: Classroom furniture
- .: Lighting upgrade
- .: Parking lot/asphalt improvements
- .: Telephone/intercom upgrades
- .: Educational Specifications – educational program analysis to inform architectural design

Section 1.: Project Status Summaries

Woodward Middle School

- ∴ Field & track replacement
- ∴ Commons paint and baseboard
- ∴ Roof replacement
- ∴ Gymnasium upgrade and floor replacement
- ∴ HVAC programming upgrade
- ∴ Exterior paint
- ∴ Field drainage improvements
- ∴ Library reconfiguration
- ∴ Main office, interior doors and baseboards painted
- ∴ Home & Family Life kitchen remodel
- ∴ New storage shed on field
- ∴ Security camera upgrades

Sakai Intermediate School

- ∴ HVAC server upgrade
- ∴ Interior paint/drywall repairs
- ∴ Music room acoustic improvements
- ∴ Lighting retrofit
- ∴ Gymnasium floor re-striping
- ∴ Tack wall installations
- ∴ Main entry solar light
- ∴ Special Education lighting improvements

Blakely Elementary School

- ∴ Roof patch & repair
- ∴ Science technology engineering & math (STEM) room conversion
- ∴ Lighting retrofit
- ∴ Portable move to Commodore | BHS | Main Campus

Ordway Elementary School

- ∴ Portable roof replacement
- ∴ Science technology engineering & math (STEM) room conversion
- ∴ Lighting retrofit
- ∴ Play shed and playground improvements
- ∴ Portables (2) relocation & upgrades (2015)
- ∴ HVAC improvements

Ordway Elementary School (continued)

- .: Library modifications and furniture
- .: Special Education room improvements
- .: New plumbing and drinking fountain fixtures
- .: Exterior paint
- .: New kindergarten roof and exterior painting
- .: Drywall repair and paint
- .: Music room acoustics/improvements

Wilkes Elementary School

- .: Science technology engineering & math (STEM) room conversion
- .: Entryway security vestibule

District Administration Office

- .: HVAC improvements
- .: Retractable blackout blinds in board room
- .: Reconfiguration/office modifications

Capital Projects Districtwide

- .: Security cameras
- .: Energy conservation
- .: Pavement improvements
- .: Handheld emergency communication radios (security)
- .: Parking lot asphalt improvements and striping

◆ 2016 Bond \$81.2 Million ◆

MAJOR PROJECTS

Blakely Elementary School Replacement

February 2016

- .: A Steering Committee is formed to select the project architect and begin Educational Specifications.
- .: A Request for Qualifications for architects is published and six firms submit Statements of Qualifications.

April 2016

- .: Architect Selection Committee recommends Mithun Architects to BISD Board as architect. Board approves Mithun Architects to begin design on April 14th.

August 2016

- .: Site survey completed.
- .: Educational Specifications complete.
- .: Pre-construction and pre-application meetings held with Mithun, BISD and City of Bainbridge Island (CoBI) staff to establish collaborative working relationship.

September 2016

- .: Geotechnical site work begins.
- .: Schematic Design in progress.

November 2016

- .: General Contractor | Construction Manager (GC | CM) selection process begins.
- .: BISD school board approves FORMA as GC | CM for Blakely Elementary School Replacement.

January 2017

- .: Schematic Design is completed and under review by contractor, consultants, sub consultants and BISD.
- .: Schematic Design construction estimate is reconciled and prepared by Robinson Co. and FORMA Construction.

February 2017

- ∴ Board approves Schematic Design and budget cost estimate \$45,672,427.

March 2017

- ∴ Design Development is underway.
- ∴ Pre-application package is submitted to CoBl.
- ∴ Raedeke Associates is contracted to develop Habitat Management Plan (HMP).
- ∴ Geo Loop Tec is contracted to perform geothermal test borings to establish well depth, conductivity and location of wells.

April 2017

- ∴ Design Development is 50% complete.
- ∴ Three user group workshops are conducted with Blakely staff to provide input into casework, classroom organization, storage access and equipment needs.
- ∴ Technology and Maintenance Departments meet to review security, audio-visual, acoustic and mechanical systems.
- ∴ State Environmental Policy Act (SEPA) and Conditional Use Permit (CUP) applications are submitted.

May 2017

- ∴ BISD and Mithun continue to work closely with CoBl to expedite a "Grade and Fill" permit for early site work in summer. Work is to include moving water, sewer, storm sewer and propane.
- ∴ Plans are made for site preparation and removal of two portables.
- ∴ Mithun and district staff work closely with FORMA Construction to manage continued cost escalation.
- ∴ SEPA process of identifying and analyzing potential environmental impacts on the site continue.
- ∴ Raedeke Associates begins preparations of a wetland mitigation and Habitat Management Plan (HMP) for the Conditional Use Permit (CUP) process.
- ∴ Independent peer review (expert critique) of 50% Design Development documents requested from Parametrix (an engineering planning and consulting firm).

August 2017

- .: City of Bainbridge Island (CoBI) and Mithun discuss application dates and permit requirements and determine permit schedules.
- .: An introductory commissioning workshop takes place on August 29th with Mithun, engineering consultants and McKinstry, the commissioning consultant.

September 2017

- .: A permit pre-application meeting with representatives from Kitsap Public Health Department (KPHD) is held on September 6th. Safe routes to school discussion is initiated.
- .: Food Services Supervisor Eric Boutin reviews and offers feedback on kitchen layout designs and kitchen equipment.
- .: On September 11th, the CoBI Design Review Board (DRB) reviews and gives their unanimous approval for the Blakely project.
- .: A coordination meeting with Kitsap Public Utility Department (KPUD) is held on September 12th.
- .: BISD Maintenance participates in design review meetings.
- .: Capital Projects staff work with Principal Reese Ande and Mithun to develop playground concepts.
- .: Planning Commissioning meeting at CoBI is held on September 28th.
- .: KPUD and CoBI notifies BISD that sewer participation fees have increased. BISD has 14 ERU's for Blakely and the code requires 7 more. Sewer District 7 will service the additional ERU's.

October 2017

- .: Project Manager, Christy Barrie, begins work for BISD.
- .: 60% complete Construction Documents are submitted to the City of Bainbridge Island (CoBI) on October 10th, for building permit review.
- .: The CoBI Planning Commission reviews the staff report for the Blakely project on October 18th. The agenda includes project review; site orientation and constraints, site/building design, Bainbridge municipal code compliance (Design Review Board, Historical Preservation Board, stormwater, wetland, tree coverage and parking.) Significant discussion includes the Habitat Management Plan (HMP) and multiple conditions. Additional conditions result in significant budget impacts. Project approval is set for the October 26th meeting after the HMP final revisions are accepted.
- .: The Hearing before the Hearing Examiner is scheduled for December.

Section 1.: Project Status Summaries

- .: Meetings with Blakely staff are scheduled to review final design details for inclusion with construction documents.
- .: Security discussions are finalized in a meeting with Mithun, ARUP Engineers, Reese Ande and Capital Projects staff.

November 2017

- .: The Habitat Management Plan (HMP) final addendum dated October 25th is accepted by the CoBI Planning Commission. Acceptance of the HMP allows the CoBI to release the State Environmental Policy Act (SEPA) Mitigated Determination of Non-Significance (MDNS) on November 8th. The SEPA determination has a two week comment period for community and agencies. Capital Projects responds to the community comments. There are no appeals received on the SEPA MDNS.
- .: The Hearing before the Examiner, Stafford Mith, is held on November 22nd. The Planning Manager, Heather Wright, summarizes the project and 42 accompanying documents.
- .: Construction document workshops are held with school staff over a three week period to refine the design. Topics include classroom casework, library design, auxiliary spaces and administrative offices. Two 'model' classrooms of furniture are scheduled for delivery in December to the school so staff can pilot the proposed furniture.
- .: The project arborist reviews potential construction impacts to the trees. A construction phasing plan is under development.
- .: The location for the double-wide portable is considered.

December 2017

- .: Construction Documents are at 90% completion.
- .: Bid Package #1 including civil, structural and elevator is scheduled for opening on February 1st, 2018.
- .: The model classroom furniture is set up during winter holiday break.
- .: In preparation for site condition changes during mid-winter break, a construction phasing plan is developed with input from Reese Ande and Forma Construction. Impact to site access, parking and interim play areas is reviewed.
- .: Capital Projects coordinates the move of the portable at Blakely to Commodore. Revised permit documents are submitted to the City of Bainbridge Island.

Section 1.: Project Status Summaries

January 2018

- .: Construction documents are ongoing.
- .: 100% complete civil engineering documents and permit comments are submitted to the City of Bainbridge Island.
- .: The coordination for bid package #1 is ongoing. A site walk through Blakely is held on January 17th for civil contractors interested in bidding the civil portion of the project. Five civil contractors confirmed they will to submit bids.
- .: Planning and design meetings continue. Focus is on technology, audio visual, telecommunications and interior design.
- .: An estimate for bid package #1 is developed and a project update is presented to the BISD School Board.
- .: The Permit is approved for the Portable placement at Commodore. Additional stormwater management is required. A raingarden is designed by Capital Projects staff.

February 2018

- .: Construction Documents are 100% complete and under review.
- .: Bids are opened for Bid Package #1 on February 1st, 2018.
- .: BISD School Board approves Bid Package #1 at the February 8th School Board meeting.
- .: Building Permit and Conditional Use Permit are approved by City of Bainbridge Island.
- .: Notice to Proceed on Bid Package #1 is extended to Forma on February 12th.
- .: Forma mobilizes on site at Blakely. Job trailers are delivered, construction fencing is set and traffic modifications are in place.
- .: Provisions for the temporary play area and paths are completed during mid-winter break.

Bainbridge High School - 100 Building & Auditorium Replacement

September 2016

- .: A Steering Committee is formed to select the architect and begin Educational Specifications.
- .: Request for Qualifications for architects is published and two firms submit Statements of Qualifications.

October 2016

- ∴ The Steering Committee reviews candidates and selects Mahlum Architects for recommendation to BISD school board.

November 2016

- ∴ The BISD Board approves Mahlum Architects as architect for the new BHS 100 Building project.

January 2017

- ∴ The Steering Committee works with Mahlum to explore master planning and community partnerships
- ∴ Parents, teachers, administrators and representatives from the BHS Steering Committee meet to discuss future programmatic requirements for Special Education (SPED).
- ∴ The Steering Committee visits Issaquah, Liberty and Gibson EK High Schools which feature performing arts and CTE environments.

February 2017

- ∴ Individual teacher interviews regarding program delivery and educational requirements begin.
- ∴ CTE Advisory workshop is held at BHS.

March 2017

- ∴ BISD staff and Mahlum meet with Bainbridge Artisan Resource Network (BARN) to explore partnership opportunities for CTE

April 2017

- ∴ Mahlum presents conceptual ideas for CTE and the Performing Arts campus locations and configurations to the Steering Committee.
- ∴ Preliminary considerations include adjacencies, space utilization, access, parking, site flexibility, site massing, management and administration.

May 2017

- ∴ The Steering Committee discusses location of SPED programs; life, career and training; and CTE partnerships and flexible learning.
- ∴ Identification of underutilized spaces on the BHS campus and potential housing options for programs are explored.
- ∴ The Performing Arts venue enters the early stage of discussion.

Section 1.: Project Status Summaries

- ∴ A tentative timeline is outlined.
- ∴ An update of the BHS 100 Building Replacement is presented to the Board.

June 2017

- ∴ Mahlum continues to work with the Steering Committee on preliminary concepts.
- ∴ Project schedule, concepts and cost mitigation strategies are shared at a Board Work Study Session on June 15th.

July 2017

- ∴ The Steering Committee reviews project goals and prioritization.
- ∴ Theater consultants are interviewed by Mahlum and district staff.
- ∴ Market conditions and cost escalation factors impact the project.
- ∴ The Board approves the decision to pause work on the project.

January 2018

- ∴ The Steering Committee reconvenes to discuss project team, schedule and main campus vision alternatives.
- ∴ A theatre consultant presents several examples of performing arts program elements and theatre sizing. Curriculum objectives and district square footage requirements are discussed.
- ∴ A meeting with the Principal and CTE Director is held to review numeric program and associated square footage requirements.

February 2018

- ∴ Mahlum Architects meets with BHS administration and CTE teachers to review program needs.
- ∴ The Steering Committee meets to discuss CoBl code, teacher feedback (Ed Specs), program diagrams and adjacencies.

ESSENTIAL RENOVATIONS

BISD Options Programs

March 2017

- ∴ A recommendation is made to the board by Superintendent Peter Bang-Knudsen to begin the Educational Specification process to preserve the essential elements of the BISD Options Programs while offering the opportunity of expansion.

April 2017

- ∴ The Options Advisory Committee is formed to facilitate, collaborate and provide analysis, advice and research regarding BISD Options Programs' locations, facility improvements and prioritization.

May 2017

- ∴ The Options Advisory Committee Mission and Guiding Principles are established.

June 2017

- ∴ The Options Advisory Committee reviews tasks, timeline, learning styles, assumptions and a communication plan.
- ∴ The Options Advisory committee meets to review journey mapping and confirm program assumptions.
- ∴ Mahlum Architects and district staff observe classrooms and interview teachers and students at Commodore and Ordway.

July 2017

- ∴ The Options Advisory Committee breaks for summer.
- ∴ Mahlum Architects works with the district, Commodore and Ordway staff to develop classroom configurations.

September 2017

- ∴ Preliminary cost estimates by Robinson Co. are reviewed.
- ∴ Code requirements are under review.
- ∴ The Options Advisory Committee meets to discuss program location options.

October 2017

- ∴ The Options Advisory Committee meets on the 16th to discuss the latest program location scenarios.
- ∴ Cost estimates are in progress.
- ∴ The BISD board work study session to review the BISD Options Programs is held on October 19th.

Other Essential Renovations

Summer 2017

- ∴ A Fire alarm system retrofit is installed at Woodward.
- ∴ A Memo of Understanding is established between CoBI and BISS to pursue the consideration and eventual easement along the Sakai trail.

September 2017

- ∴ A new milk cooler is installed in the Blakely kitchen.
- ∴ A C-Stand and swing is installed in the Blakely OTPT room.

December 2017

- ∴ A mobile filing system is installed in the BHS records retention vault.
- ∴ Playground equipment is purchased and installed at Sakai (donated by Sakai PTO and Bainbridge Schools Foundation).
- ∴ New asphalt and bicycle racks are purchased and installed at Sakai.
- ∴ (2) replacement hydronic water pumps are purchased and installed at Sakai.

February 2018

- ∴ Two portables are moved from Blakely to the Commodore campus.
- ∴ A rain garden design for stormwater management by the relocated portable at Commodore is approved by CoBI.
- ∴ A new visual alarm is installed in the Woodward band room and the alarm system is upgraded in the Woodward gymnasium.
- ∴ A new window is installed in the Principal's office at Wilkes.

Section 2

Risk Analysis & Critical Issues

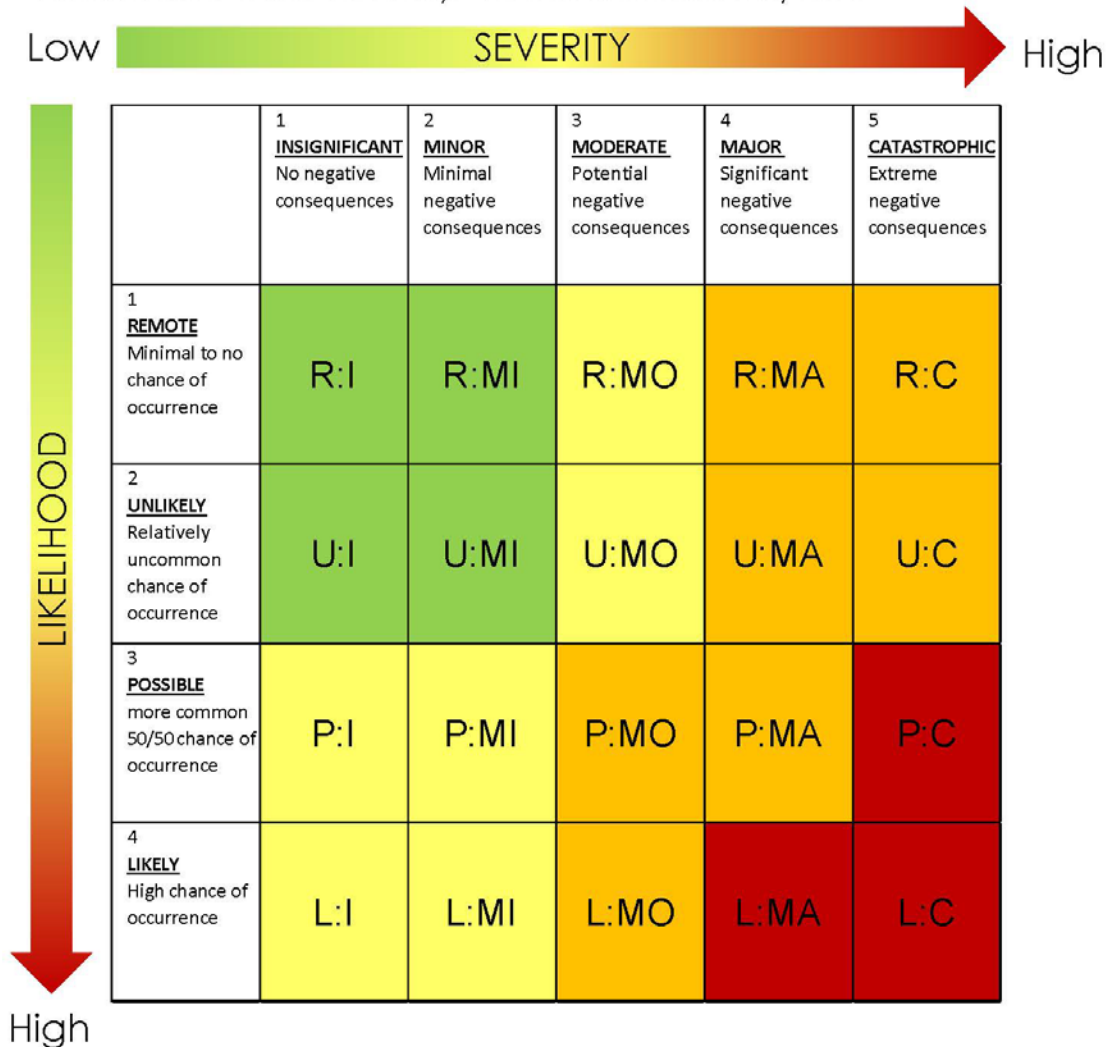
The majority of capital projects have varying degrees of risk. Risk analysis is critical to project management and prioritizing areas of focus. Risk matrices are used in project management to examine how risks might affect project scope, schedule and cost. Risks are typically focused on two aspects:

- ∴ **Severity:** The impact of a risk and the resulting negative consequences
- ∴ **Likelihood:** The probability of the risk occurring

Prioritization is focused on risks that have severe negative consequences AND are highly likely to occur. For example, the Blakely Replacement project budget and design have areas that fall under both conditions, severe and highly likely. Consequently budget and design continue to be a primary focus.

RISK MATRIX

The Risk Matrix measures **Severity** against **Likelihood** to help identify which issues pose the greatest overall risk. Levels of concern are identified by code (ex: "R:I" represents an insignificant level of severity and a remote likelihood of occurrence and therefor has a low risk factor). Risk Action is identified by color.



Risk Action



Low Risk
Monitor



High Risk
Prioritize and respond in near term



Medium Risk
Prevent if possible



Extreme Risk
Respond immediately

MAJOR PROJECTS

Blakely Elementary School Replacement

Budget Risks

Construction cost escalation and market conditions - Competition for materials and skilled laborers continue to significantly impact construction costs. Overall market costs in the Seattle area are currently outpacing national trends - **L:MA**

Bid competition - Opportunities for early bid packages (off cycle) can translate into more bidders and lower bids. The district's goal is to go to bid when sub-contractors are looking for work - **P:MA**

City of Bainbridge Island (CoBI) code revisions and interpretations - The district is working closely with consultants and CoBI to manage and understand the complexities and costs associated with code compliance and code interpretation as they relate to wetland mitigation - **P:MO**

Equivalent Residential Unit (ERU) - The current Blakely fixture count is 14 ERUs. The new school will require 21 ERUs. BISD is now required to purchase 7 additional ERU's at a cost of \$10,000 per new sewer participation fee per ERU - **L:MO**

Budget prioritization - Balancing available funds with program essentials and design features is an ongoing challenge - **L:MA**

Schedule/Permitting Risks

Permit and construction schedule- CoBI permit approval process is multi-phased. Next steps include reviews/ approvals by:

Design Review Board (DRB)

Environmental Technical Advisory Committee (ETAC)

State Environmental Protection Agency (SEPA) Determination

Planning Commission and Hearing Examiner for Conditional Use Permit (CUP)

Permit documents are scheduled for submission at the end of September. Maintaining the current construction schedule is dependent on receiving permits as planned - **P:C**

Blakely Elementary School Replacement (continued)

Design Risks

Balancing value engineering – Cost saving strategies preserve architectural integrity while maintaining fiscal responsibility – L:MO

Design impact – Creative material and color selections contribute to a positive visual impression – L:MO

Maximizing functionality – Thoughtful furniture and technology selection supports successful learning environments – L:MO

Bainbridge High School 100 Building Replacement

Budget

Construction cost escalation and market conditions - Competition for materials and skilled laborers continue to significantly impact construction costs. Overall market costs in the Seattle area are currently outpacing national trends – L:C

CoBI code revisions and interpretations –The district will work closely with CoBI and consultants to manage and understand the complexities and costs associated with new code compliance and revisions – L:MA

Schedule

Project currently paused – Research regarding BISD Options Programs' locations, facility improvements and prioritization are impacting the campus master plan. Decisions regarding the campus master plan directly impact the schedule of the 100 building project.

Information regarding the campus master plan and the Options Programs study is currently scheduled for board review in October, 2017. Timeline for the BHS 100 Building Replacement will be revisited by the board in November 2017– L:C

Section 3

Project Financial Summaries

Master budgets for bonds are created to track purchases (encumbrances) and expenditures against estimated budgets by project and account code. Estimates for replacement projects and essential renovations used for the bond request serve as a foundation for master budget estimates. Each project is then broken down by account code. A percent of each project contributes to an overall project management administration account.

Capital Projects expenditures and encumbrances are recorded by account code to a Master Budget and an itemized transaction accounting sheet. Capital Projects reconciles the activities in all projects with the restricted balances (actual cash in the bank) compiled by the Director of Business Services using the Monthly Treasurer's Report. The reconciliation incorporates; a Capital Projects balance sheet, accumulated interest earnings and individual project reconciliation with the district electronic accounting system in Skyward.

The budget estimates for the 2009 and 2016 are not static: the project estimates may be more or less than originally forecast for the bond request. Closing a project requires adjustments to the original estimates, reflecting actual costs incurred by the project.

Monthly Master Budgets capture a period in time, including projects in progress, complete projects and projects that have not started. Master Budgets for February 2016 and 2009 include estimates by school project, open purchase orders, expenditures to date and balances.

Capital Projects Budget Summary updates are provided for board review monthly.

Capital Projects Status Report February 2018
Section 3.: Project Financial Summaries

CAPITAL PROJECTS BUDGET UPDATE					
BOND 2009 PROJECT SUMMARY					
As of February, 2018					
	ESTIMATED BUDGET	ENCUMBERED TO DATE	EXPENDITURES TO DATE	ENCUMBERED PO BALANCE	CP BUDGET BALANCE
Bond Costs					
Bond Costs - 9000	\$ 361,048	\$ 361,048	\$ 361,048	\$ 0	\$ 0
Sub-total Bond Cost	361,048	361,048	361,048	0	0
Wilkes					
Wilkes Core - 9001	28,990,547	28,985,671	28,978,674	6,997	4,876
Sub-total Wilkes	28,990,547	28,985,671	28,978,674	6,997	4,876
Blakely Elementary School					
Blakely Essential Renovations - 9010	2,516,648	654,414	519,965	134,450	1,862,234
Blakely Roof Replacement - 9015	358,752	13,181	13,181	0	345,571
Sub-total Blakely	2,875,400	667,595	533,145	134,450	2,207,805
Ordway Elementary School					
Ordway Essential Renovations - 9020	613,197	473,319	473,319	0	139,878
Ordway Portables Roof Replacement - 9025	84,536	84,536	84,536	0	0
Sub-total Ordway	697,734	557,856	557,856	0	139,878
Sakai Intermediate School					
Sakai Essential Renovations - 9030	205,162	205,162	205,162	0	0
Sub-total Sakai	205,162	205,162	205,162	0	0
Woodward Middle School					
Woodward Essential Renovations - 9040	273,750	273,750	234,000	39,750	0
Woodward Roof Replacement - 9045	1,253,299	1,253,299	1,253,299	0	0
Woodward Site Improvements - 9046	1,131,129	1,131,129	1,131,129	0	0
Sub-total Woodward	2,658,179	2,658,179	2,618,429	39,750	0
Bainbridge High School					
Bainbridge HS Essential Renovations - 9050	1,374,098	1,316,006	1,177,733	138,273	58,092
Bainbridge HS Roof Replacement - 9055	12,739	12,739	12,739	0	0
Sub-total Bainbridge HS	1,386,837	1,328,745	1,190,472	138,274	58,092
Commodore Options School					
Commodore Essential Renovations - 9060	651,686	584,485	468,358	116,127	67,201
Commodore Roof Replacement - 9065	39,409	39,409	39,409	0	0
Sub-total Commodore	691,095	623,894	507,767	116,127	67,201
Transportation					
Transportation Essential Renovations - 9070	943,070	943,070	943,070	0	0
Transportation Roof - 9075	293	293	293	0	0
Sub-total Transportation	943,363	943,362	943,362	0	0
District Office					
District Office Essential Renovations - 9080	182,124	182,124	182,124	0	0
Sub-total District Office	182,124	182,124	182,124	0	0
Districtwide Security					
Districtwide Security - 9090	391,716	391,716	391,716	0	0
Sub-total Districtwide Security	391,716	391,716	391,716	0	0
Energy Conservation					
Energy Conservation - 9095	131,716	131,716	131,716	0	0
Sub-total Energy Conservation	131,716	131,716	131,716	0	0
Capital Projects Administration - 9100	2,896,215	2,896,216	2,892,245	3,971	(0)
Sub-total Capital Projects Administration	2,896,215	2,896,216	2,892,245	3,971	(0)
Total of Projects and Fees					
	\$ 42,411,137	\$ 39,933,284	\$ 39,493,716	\$ 439,568	\$ 2,477,853
South Island Sewer (paid May 2012)	450,000	450,000	450,000		0
= Total Expected Expenditures	\$ 42,861,137	\$ 40,383,284	\$ 39,943,716	\$ 439,568	\$ 2,477,853

Capital Projects Status Report February 2018
Section 3.: Project Financial Summaries

CAPITAL PROJECTS BUDGET UPDATE					
BOND 2016 PROJECT SUMMARY					
As of February 28, 2018					
	ESTIMATED BUDGET	ENCUMBERED TO DATE	EXPENDITURES TO DATE	ENCUMBERED PO BALANCE	CP BUDGET BALANCE
Bond Costs					
Bond Costs - 1600	\$ 500,000	\$ 343,603	\$ 343,603	\$ 0	\$ 156,397
Sub-total Bond Cost	500,000	343,603	343,603	0	156,397
Blakely Elementary School					
Blakely Core - 1601*	44,602,921	13,294,580	2,204,942	11,089,638	31,308,340
Sub-total Blakely	44,602,921	13,294,580	2,204,942	11,089,638	31,308,340
Bainbridge High School 100					
BHS 100 Core - 1610	29,424,197	0	0	0	29,424,197
Sub-total BHS 100	29,424,197	0	0	0	29,424,197
Ordway Elementary School					
Essential Renovations - 1620	2,041,030	0	0	0	2,041,030
Sub-total Ordway	2,041,030	0	0	0	2,041,030
Sakai Intermediate School					
Essential Renovations - 1630	438,424	12,146	12,146	0	426,277
Sub-total Sakai	438,424	12,146	12,146	0	426,277
Woodward Middle School					
Essential Renovations - 1640	1,245,639	70,671	68,866	1,805	1,174,967
Sub-total Woodward	1,245,639	70,671	68,866	1,805	1,174,967
BHS Essential Renovations 300,400,500					
Essential Renovations - 1650	911,398	0	0	0	911,398
Sub-total Bainbridge HS	911,398	0	0	0	911,398
Commodore Options School					
Essential Renovations - 1655	3,432,999	18,205	0	18,205	3,414,794
Sub-total Commodore	3,432,999	18,205	0	18,205	3,414,794
Capital Projects Administration - 1660	1,680,935	99,069	85,802	13,267	1,581,866
Sub-total Capital Projects Administration	1,680,935	99,069	85,802	13,267	1,581,866
TOTAL OF PROJECTS & FEES					
	\$ 84,277,542	\$ 13,838,275	\$ 2,715,360	\$ 11,122,915	\$ 70,439,267
Available Funds					
2016 Bond	81,200,000				
2006 Blakely	289,659				
2009 Blakely	785,733				
2009 Other Essential Renovations	1,502,150				
2009 Interest Earnings	500,000				
TOTAL FUNDS AVAILABLE	84,277,542				

Section 4

Financial Summary Charts

PROJECTIONS AND ACTUALS

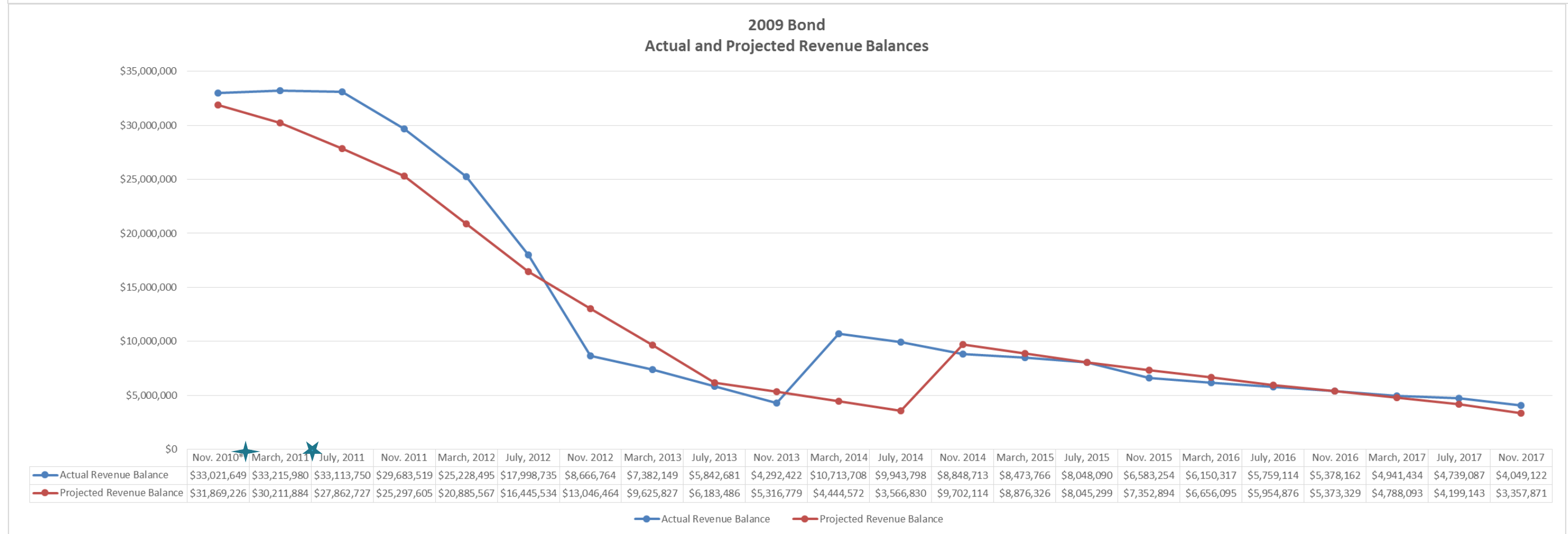
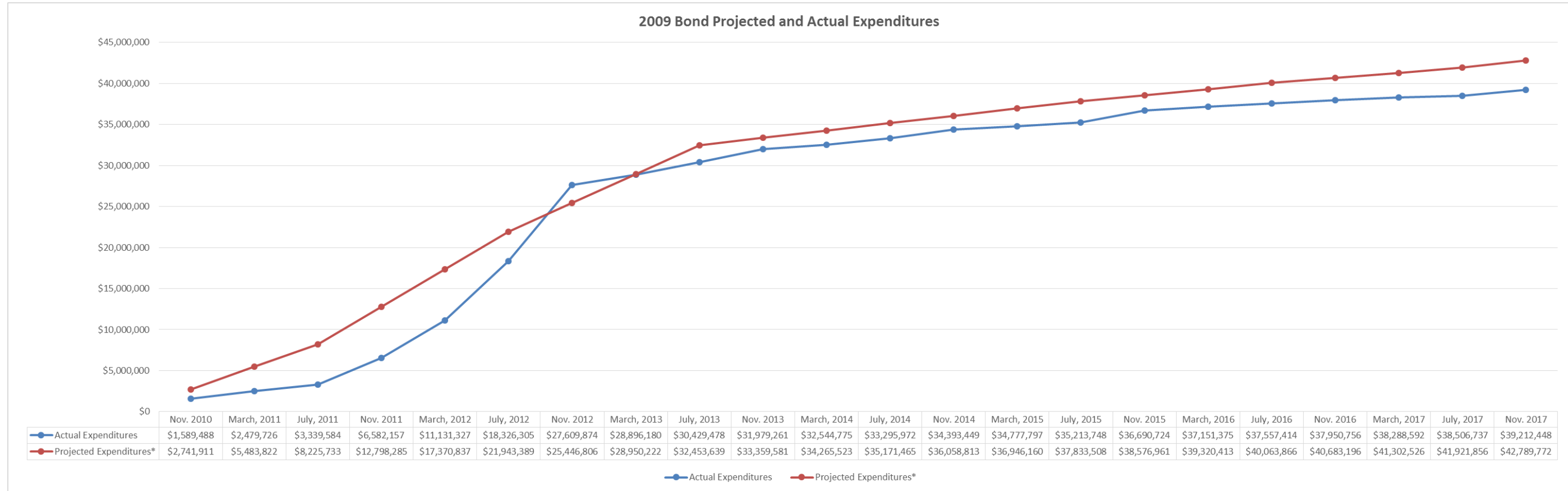
The Capital Projects department produces annual expense, revenue and fund balance projections and completes monthly reconciliations to the cash in the bank for all bond accounts. This reconciled amount is reported monthly to the Bainbridge Island School District Board of Directors.

Capital Projects submitted annual Six-Year Capital Facilities Plan (CFP) to the City of Bainbridge Island (CoBI) until a few years ago. The following projected annual expenditures were derived from the Six-Year Capital Plan, years 2010-2021, submitted to the CoBI, and forecasts submitted to the BISD Business Office. These expenditures are fiscal projections based on the school district fiscal year (September 1 - August 31). The CoBI CFP report includes an Estimated Six-Year Finance Plan. All forecast numbers were used as the basis for expenditure projections (Appendix A, B and C). Actual tri-annual expenditures are totals from the Daily Reconciliation Spreadsheets which represent actual detailed entries for the Master Budget sheets.

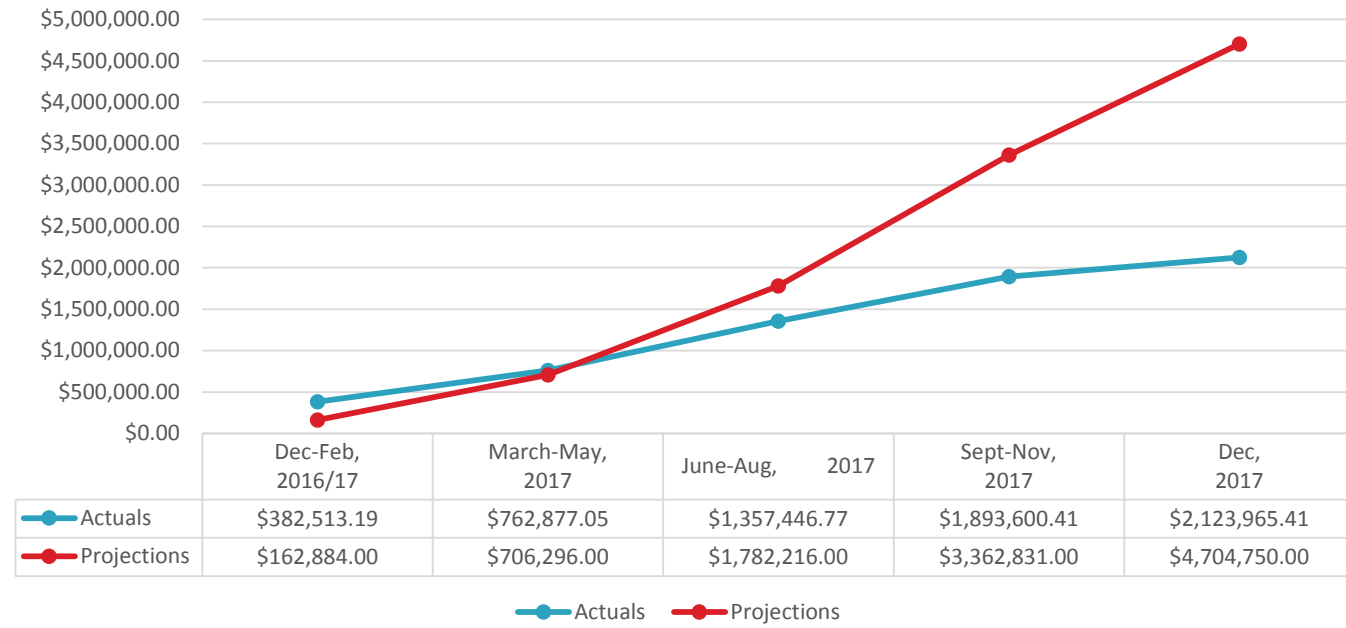
The beginning bond balance from the Master Budget sheet is the approved bond request amount which provides the foundation for both projected and actual revenues. The actual or projected expenditures and bond dollars not issued are subtracted from the beginning bond balance. The surge in March 2014 revenues reflects the final 2009 bond issuance for the remaining \$7,000,000. The increase in November 2016 revenues reflects the issuance of the first \$27,070,000 of the 2016 bond. Projected revenues represent the beginning bond balance and additional bond issuance dollars plus projected interest, less projected expenditures (derived from CFP and internal fiscal forecasts).

Fund balances from the monthly restricted balance report reflect the actual cash in the bank and expenses or revenues accrued each month for Capital Project bonds. The beginning balance taken in November 2010 is the starting point for both projected and actual fund balances. Projected fund balances represent the beginning fund balance, including projected interest, less projected expenditures from the Estimated Six-Year Finance Plan and internal forecast submittals. Current 2016 Bond projections were derived from the forecasts submitted to both the BISD business office and Pacifica law firm for the 2017A Bond Issuance.

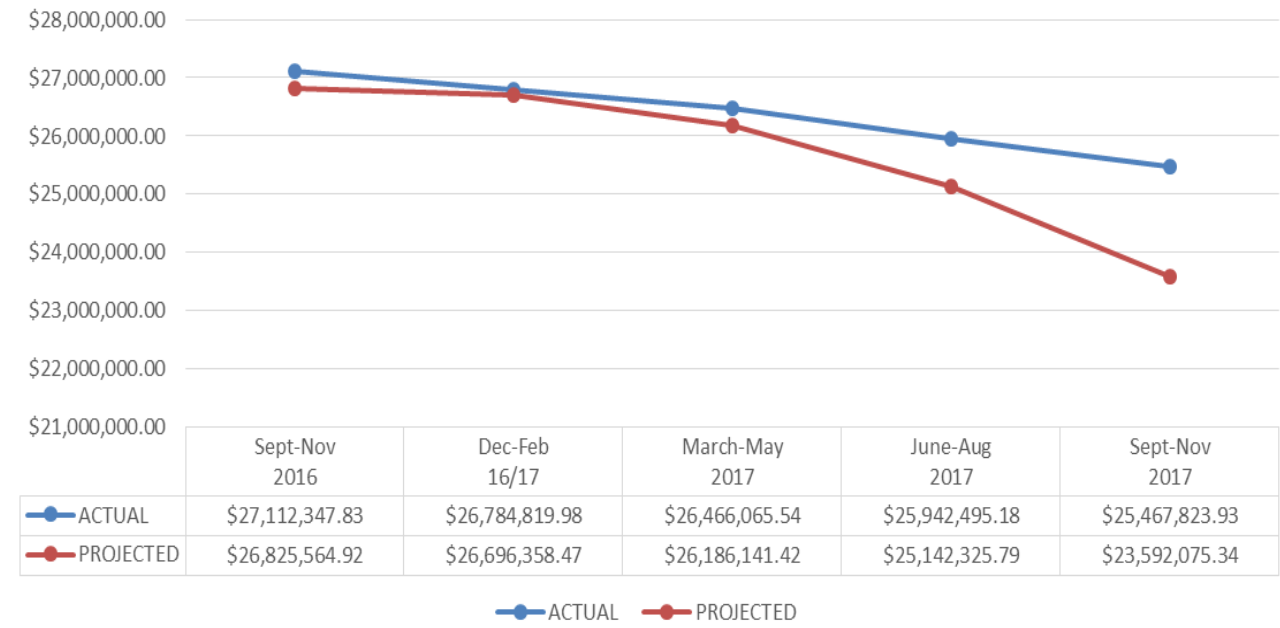
The projected and actual numbers for expenses, revenues and fund balances are closely aligned, indicating that the Capital Projects department projections have been accurate over the last seven years. The only deviation in actual versus projected 2016 expenditures is the result of postponing the BHS 100 Building Replacement project for half a year. Efforts were redirected to the Options Program Evaluation which slowed the projected expenditures for the BHS 100 Building Replacement project.



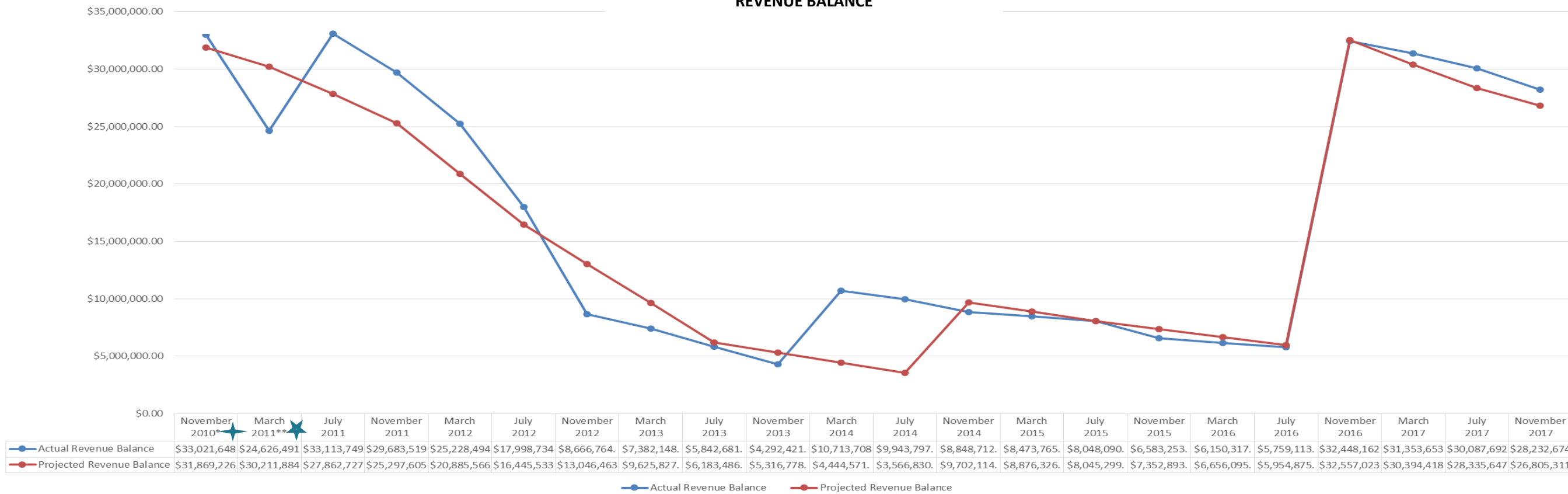
2016 Bond Actual vs Projected Expenditures



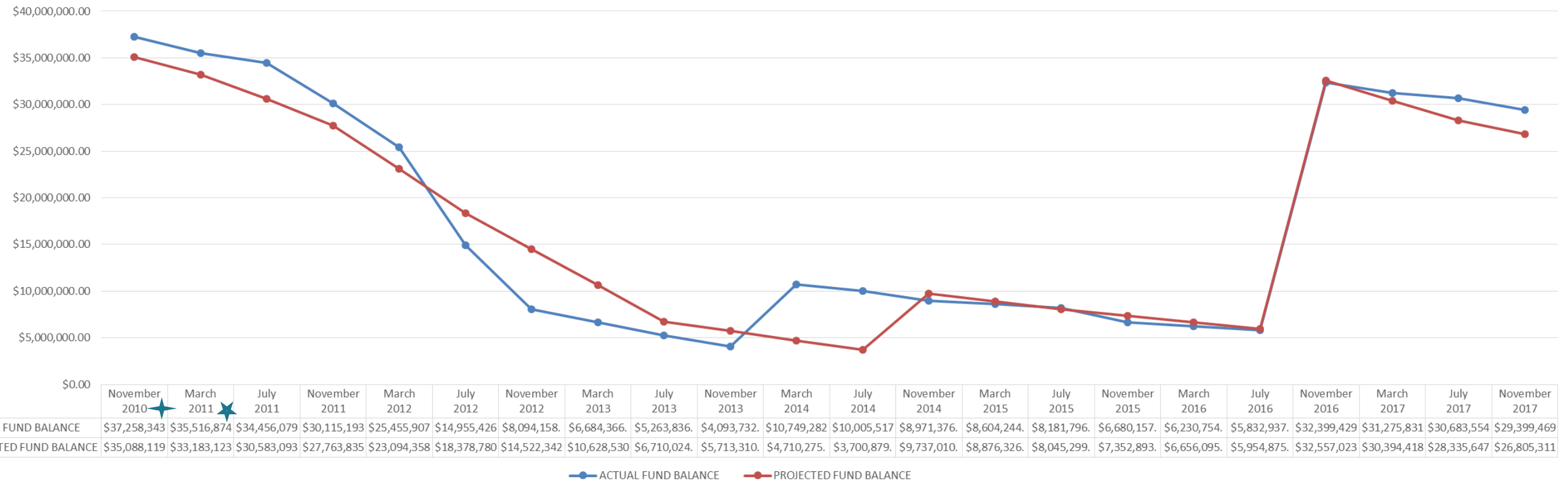
2016 Projected/Actual Revenue



2016 and 2009 COMBINED ACTUAL and PROJECTED REVENUE BALANCE



CAPITAL PROJECTS FUND BALANCES



- ★ The Actual Ending 2009 Revenue Balance is the original beginning balance less either projected or actual expenditures less the bond money not yet received
- ★ The Actual Ending 2009 Bond Balance from the previous cell + \$600,000 from 2006 Wilkes, less Expenditures from the same month + Interest + the difference between Revised Bond Proceeds (BABS+ QSCBs+additional bond less bond admin expenses) \$151,708 added to the earlier bond amount of \$41,611,137

FUND BALANCES represent all Bond proceeds plus accumulated interest. Actual Fund Balances are the Restricted Balances reported monthly. Projected Fund Balances are based on the beginning funds plus projected interest less projected expenditures according to annual forecasts to the City of Bainbridge Island and the BISD Business Office.

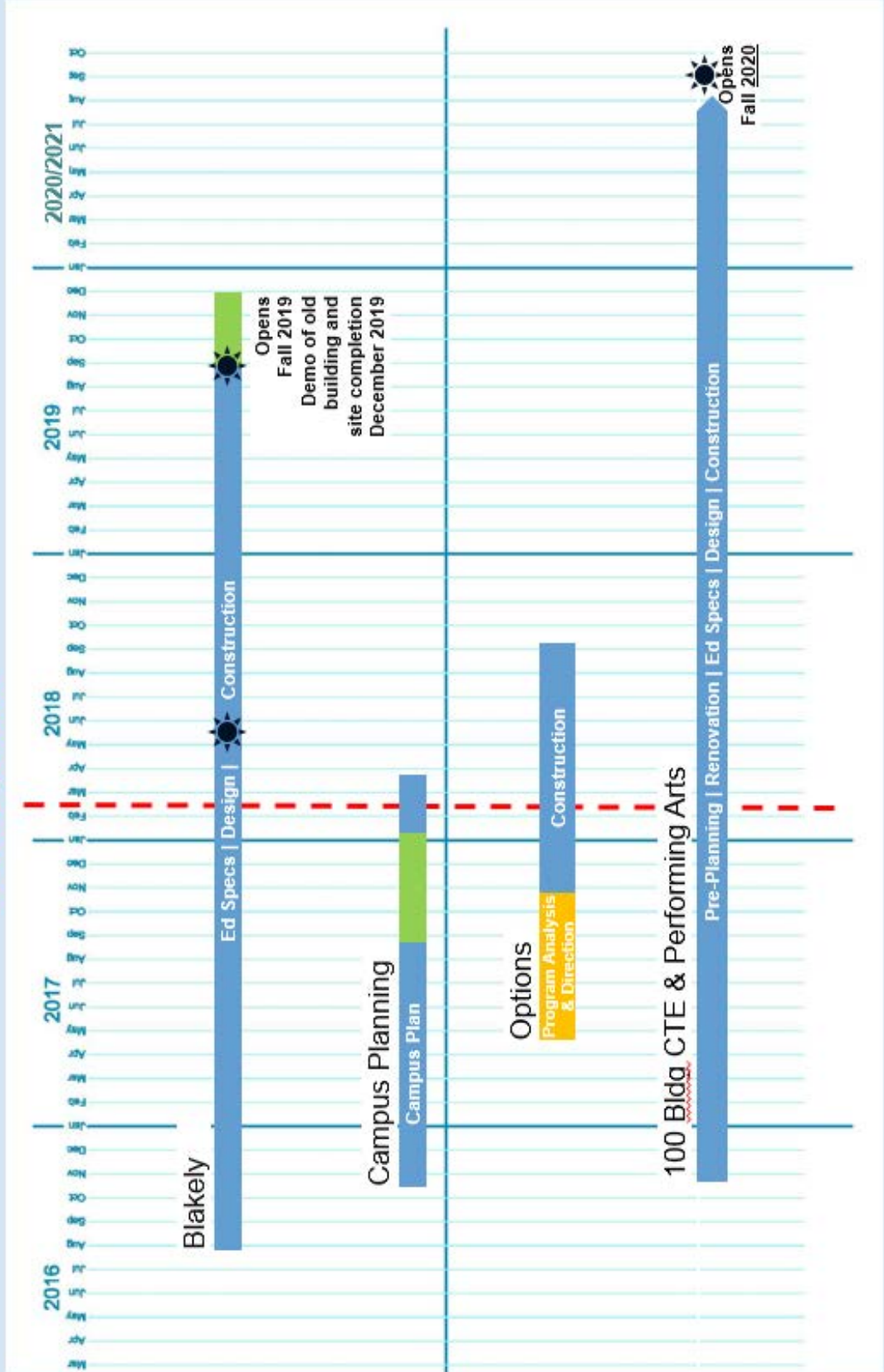
Section 5

Project Timelines

This Section contains current project timelines, including updates to the BHS 100 Building schedule.

Projects (current)
BLAKELY and BHS 100 BUILDING 2017-2020

February 2018



Section 6

Questions and Answers

What criteria does Capital Projects use to determine realistic recommendations for future projects?

Study and Survey | Master Plan

The Study and Survey is an overall analysis of the school district's facilities, educational programs and plans, student population projections, capital finance and operating capabilities and identification of needs for new construction, modernization or replacement of facilities.

Inventory and Condition of Schools (ICOS)

In addition to the requirements by the State to complete a Study and Survey, the Office of Superintendent of Public Instruction (OSPI) established a reporting method for facility conditions, Inventory and Condition of Schools (ICOS). ICOS is a web-based system where inventory and facility condition details are documented and stored. OSPI reports that ICOS meets the increasing demand for accurate school facility inventory and building condition data that supports statewide programs such as the School Construction Assistance Program, District facility management and school facility information requests for policy decisions. The information is also used to support the performance-based Asset Preservation Program which documents how well facilities, buildings and sites are maintained. Reports are provided annually for board approval.

Educational Design & Construction Standards :: Facilities Impact Student Learning

Educational facility goals are grounded in recognition of current program delivery methods and expanded through an understanding of national trends in education. Guidelines have been developed to inform facility design and construction. The Guidelines ensure that all education facilities within the district strive to meet the vision of developing strong minds, strong hearts and strong community.

When will the district be asking the voters of Bainbridge for the next bond levy?

The school board has made no decisions regarding future bond requests. Determining factors include tax implications, facility condition, and market conditions.

How will we plan for on-going fluctuations in school populations?

Fluctuations in population are always a consideration. The district closely monitors class sizes and classroom capacities. Enrollment figures are shared with school administration monthly. Room capacities by use are tracked annually and spaces for additional classes or program needs are identified.

Elementary school boundaries fluctuate with demographic changes. Elementary school boundaries are dependent on yearly student enrollment per area. Accordingly, adjustments are often made to transportation routes in response to changes in student rider demands.

New schools are designed with options for future classroom expansion. The district historically works with demographers who specialize in enrollment forecasting. The reports include 10 year low, medium and high student enrollment forecasts using head counts. The predictions are based on census data, birth cohorts, housing inventory and housing starts.

Recent state requirements for class size reduction, K-3, places additional demands on current available classroom space.

How can you reassure the community that the maintenance of buildings will not take a back seat to new construction of other schools?

Essential Renovations are on-going and parallel new construction projects. In addition, regular maintenance is performed by district staff.

Why does it take so long from the time the bond passes to when school construction is complete?

A typical building replacement timeline is four years from the time of board and community approval to project completion. The process includes the following:

- Advertise RFQ for Architect Proposals (1 month)
- Steering Committee to select an Architect (3 months)
- Educational Specifications (6 months)
- Schematic Design (4 months)
- Design Development (5 month)
- Design Review(2 months)
- Construction Documents (6 months)
- Bid (2 months to advertise and select)
- Construction (18 months)

Why were potential escalating building costs not considered in the original building estimates?

Escalation was included in the original building estimates.

Escalation and Market Conditions:

The past year, escalation costs in our region have increased at an unprecedented rate. Seattle labor and material costs are well above the global average (Daily Journal of Commerce). The entire Puget Sound region is responding to a record number of developments including residential, hotel, office, retail and build-to-suit urban campuses like Amazon and Google, the expansion of the Sound Transit light rail system, doubling the size of the Washington State Convention Center, the Highway 99 tunnel and the seawall replacement (Nexus, May 24, 2017). A large number of School Districts passed bonds and are in the process of replacing buildings which is adding more competition to the already over committed construction market. At a recent Perkins Coie Construction Workshop, (November 2, 2017) school representatives unilaterally agreed that dealing with the construction escalation is challenging and discouraging. Adding to the competition for materials and subcontractors, two hurricanes and the wild fires in California have resulted in a sharp increase in building replacements in the affected states.

What are the risks of waiting longer?

Professional estimators, contractors, architects and consultants believe that escalation and unfavorable market conditions will continue into the foreseeable future. Consensus suggests there is no predictable advantage to postponing construction projects.

Appendices A, B and C

APPENDIX A

SIX-YEAR CAPITAL FACILITIES PLAN

2010 - 2016

BAINBRIDGE ISLAND SCHOOL DISTRICT NO. 303							
ESTIMATED SIX YEAR FINANCE PLAN							
Funding Sources	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	6 Year Total
Beginning Cash & Investments	\$27,012,031	\$0	\$0	\$0	\$0	\$0	\$27,012,031
Capital Levy (Technology)	\$1,525,000	\$1,525,000	\$1,525,000	\$1,525,000	\$1,525,000	\$1,525,000	\$9,150,000
Capital Bond	\$14,000,000	\$0	\$7,000,000	\$0		\$42,000,000	\$63,000,000
Grants/Misc. Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest and Other Income	\$510,993	\$368,629	\$215,486	\$106,795	\$106,795	\$510,993	\$1,819,691
Total Revenue	\$43,048,024	\$1,893,629	\$8,740,486	\$1,631,795	\$1,631,795	\$44,035,993	\$100,981,722
Interest Earnings are dependent on actual project completion dates and interest rates.							
Projects/Expenditures:	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	Project Total
Expected Expenditures June-Aug 2009	\$1,559,824						\$1,559,824
Existing Commitments	\$450,000						\$450,000
Blakely	\$-	\$378,820	\$180,160	\$180,160	\$180,160	\$3,540,677	\$4,459,977
Ordway	\$258,312		\$344,236	\$344,236	\$344,236	\$432,672	\$1,723,692
Wilkes Replacement	\$6,835,000	\$13,071,905	\$10,803,170	\$638,931			\$31,349,006
Sakai	\$-		\$131,421	\$131,421	\$131,421	\$102,241	\$496,503
Woodward	\$50,000	\$266,931	\$1,211,561	\$152,260	\$152,260	\$266,931	\$2,099,942
Commodore	\$90,254		\$337,784	\$337,784	\$337,784	\$686,749	\$1,790,356
BHS	\$354,617		\$817,921	\$817,921	\$817,921	\$1,143,940	\$3,952,321
Transportation	\$37,550		\$250,000	\$250,000	\$250,000	\$37,550	\$825,100
District Office	\$50,000		\$75,000				\$125,000
Energy Conservation	\$550,000		\$225,000	\$225,000			\$1,000,000
Technology	\$8,225,733	\$13,717,656	\$14,376,253	\$3,077,713	\$2,213,782	\$6,210,760	\$48,841,897
	\$1,525,000	\$1,525,000	\$1,525,000	\$1,525,000	\$1,525,000	\$1,525,000	\$9,150,000
Phase III Master Plan							\$42,000,000
							\$100,981,722

2010/11 Projections from the 2010-2016 Six-Year Capital Facilities Plan

The \$8,225,733 was divided by 3 to determine a tri-annual Expenditure of \$2,741,911

2011/12 Projections from the 2010-2016 Six-Year Capital Facilities Plan

Again, the \$13,717,656 was divided by 3 to get a tri-annual expenditure projection of \$4,572,552

APPENDIX B

SIX-YEAR CAPITAL FACILITIES PLAN

2012 - 2018

BAINBRIDGE ISLAND SCHOOL DISTRICT NO. 303							
ESTIMATED SIX YEAR FINANCE PLAN							
Funding Sources	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	6 Year Total
Beginning Cash & Investments	\$19,564,462	\$0	\$0	\$0	\$0	\$0	\$19,564,462
Capital Levy (Technology)	\$1,375,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$8,875,000
Capital Bond *	\$0	\$7,000,000		\$42,000,000		\$0	\$49,000,000
Grants/Misc. Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest and Other Income	\$85,427	\$66,135	\$68,757	\$510,993	\$223,089	\$150,406	\$1,104,807
Total Revenue	\$21,024,889	\$8,566,135	\$1,568,757	\$44,010,993	\$1,723,089	\$1,650,406	\$78,544,269
Interest Earnings are dependent on actual project completion dates and interest rates.							
Projects/Expenditures:	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	Project Total
Existing Commitments	\$ 650,000	\$ 421,774	\$ 421,774	TBD	TBD	TBD	\$ 1,493,547
Blakely	\$ 100,000	\$ 377,861	\$ 377,861	\$ 5,957,805	\$ 17,873,414	\$ 8,168,781	\$ 32,855,722
Ordway	\$ 100,000	\$ 510,898	\$ 510,898	TBD	TBD	TBD	\$ 1,121,796
Wilkes Replacement	\$ 7,410,250	\$ -	\$ -	TBD	TBD	TBD	\$ 7,410,250
Sakai	\$ 50,000	\$ 62,022	\$ 62,022	TBD	TBD	TBD	\$ 174,044
Woodward	\$ 1,300,000	\$ 127,334	\$ 127,334	TBD	TBD	TBD	\$ 1,554,667
Commodore	\$ 200,000	\$ 291,566	\$ 245,783	TBD	TBD	TBD	\$ 737,349
BHS	\$ 750,000	\$ 829,384	\$ 829,384	TBD	TBD	TBD	\$ 2,408,767
Transportation	\$ 300,000	\$ 201,216	\$ 201,216	TBD	TBD	TBD	\$ 702,431
District Office	\$ -	\$ -	\$ -	TBD	TBD	TBD	\$ -
Energy Conservation	\$ 300,000	\$ 307,546	\$ 307,546	TBD	TBD	TBD	\$ 915,092
Technology	\$ 10,510,250	\$ 2,707,826	\$ 2,662,043				
	\$ 1,375,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 8,875,000
Phase III Master Plan-TBD					\$ 5,000,000	\$ 5,000,000	\$ 20,295,603
* Financial forecasts relate to projects identified in the 2005 Master Plan. All future bond requests are subject to Board direction and approval. No decisions for future bond requests have been determined.							
							\$ 78,544,269

2012-2013 Projections from the 2012-2018 Six-Year Capital Facilities Plan

The \$10,510,250 was divided by 3 to get a tri-annual expenditure projection of \$3,503,416.67

2013-2014 Projections from the 2012-2018 Six-Year Capital Facilities Plan

The \$2,707,826 was divided by 3 to get a tri-annual expenditure projection of \$902,608.67

2014-2015 Projections from the 2012-2018 Six-Year Capital Facilities Plan

The \$2,662,043 was divided by 3 to get a tri-annual expenditure projection of \$887,347.67

APPENDIX C

SIX-YEAR CAPITAL FACILITIES PLAN

2015 – 2021

BAINBRIDGE ISLAND SCHOOL DISTRICT NO. 303							
ESTIMATED SIX YEAR FINANCE PLAN							
Funding Sources	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	6 Year Total
Beginning Cash & Investments	\$ 8,181,797	\$ 5,951,439	\$ 4,091,449	\$ 3,281,245	\$ -	\$ -	\$ 10,005,518
*Capital Levy (Technology)	\$ 2,200,000	\$ 2,200,000	\$ 2,200,000	*See Below	*See Below	*See Below	\$ 6,600,000
**Capital Bond	\$ -	\$ -	*See Below	*See Below	*See Below	*See Below	**See Below
Grants/Misc. Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***Interest and Other Income	\$ 25,655	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,655
Total Revenue							
Projects/Expenditures:	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	Project Total
Existing Commitments	\$ 221,683	\$ 349,266	\$ 331,204	\$ 353,342	*See Below	*See Below	\$ 1,261,495
Blahely	\$ 315,000	\$ 350,000	\$ 350,000	\$ 108,200	*See Below	*See Below	\$ 1,123,200
Ordway	\$ 592,055	\$ 644,623	09 Project Complete	09 Project Complete	*See Below	*See Below	\$ 1,236,678
Wilcox Replacement	\$ 7,000	09 Project Complete	09 Project Complete	09 Project Complete	09 Project Complete	09 Project Complete	\$ 7,000
Sakai	\$ 100,883	\$ 50,000	\$ 50,000	\$ 24,944	*See Below	*See Below	\$ 224,927
Woodward	\$ 8,565	09 Project Complete	09 Project Complete	09 Project Complete	*See Below	*See Below	\$ 8,565
Commodore	\$ 135,000	\$ 389,101	09 Project Complete	09 Project Complete	*See Below	*See Below	\$ 524,101
BHS	\$ 259,944	09 Project Complete	09 Project Complete	09 Project Complete	*See Below	*See Below	\$ 259,944
Transportation	\$ 210,000	09 Project Complete	09 Project Complete	09 Project Complete	*See Below	*See Below	\$ 210,000
District Office	\$ 15,000	09 Project Complete	09 Project Complete	09 Project Complete	*See Below	*See Below	\$ 15,000
District Wide Security	\$ 165,000	09 Project Complete	09 Project Complete	09 Project Complete	09 Project Complete	09 Project Complete	\$ 165,000
Energy Conservation	\$ 150,000	09 Project Complete	09 Project Complete	09 Project Complete	*See Below	*See Below	\$ 150,000
District Wide Renovations	\$ 50,228	\$ 75,000	\$ 75,000	09 Project Complete	*See Below	*See Below	\$ 200,228
Technology	\$ 2,200,000	\$ 2,200,000	\$ 2,200,000	14 Projects Complete	14 Projects Complete	14 Projects Complete	\$ 6,600,000
Total CP Project Exp (not including Technology)	2,230,358	1,857,990	812,204	485,586	*See Below	*See Below	

2015-2016 Projections from the 2012-2018 Six-Year Capital Facilities Plan

The \$2,230,358 was divided by 3 to get a tri-annual expenditure projection of \$743,452.67

2016-2017 Projections from the 2012-2018 Six-Year Capital Facilities Plan

The \$1,857,990 was divided by 3 to get a tri-annual expenditure projection of \$619,330.00