

BOARD OF TRUSTEES
SPECIAL BOARD MEETING and WORK SESSION
Tuesday, July 17th
5:00 PM Board Room

Any person present who wishes to address the board or raise any question about public school district matters or governing policies may do so under public participation. **No discussion of personnel or individual students is permitted at this time.** A limit of three minutes is placed on each speaker. Persons who want more time may make arrangements to be placed on a future agenda. The public is also reminded that they may provide input on all motions being considered by the board at this meeting.

NOTE TO OUR GUESTS: VISITORS WISHING TO RECORD THIS MEETING ELECTRONICALLY MAY DO SO PROVIDING THE RECORDING DOES NOT DISRUPT THE ORDERLY CONDUCT OF THIS MEETING.

1. Call to Order
Pledge to the Flag
Welcome
2. Individuals, Delegations, Correspondence
A. Public Comment
3. Items for Action
A. Approve Minutes of June 12th and 19th Meetings
B. Adopt Bond Resolution
C. Approve Contract with Collaborative Design Architects
D. Select Owner's Construction Representative
E. Approve Resolutions Regarding Construction Management At Risk
F. Approve SD2 Transportation Permission to Enter District

4. Adjourn

Superintendent's Agenda Report

3. Items for Action

- A. Approve Minutes of June 12th and 19th Meetings**
Approval of minutes that were tabled at the last meeting.
- B. Adopt Bond Resolution**
Approval of the final bond resolution. Bridget Ekstrom from DA Davidson will be here to summarize the sale of our bonds.
- C. Approve Contract with Collaborative Design Architects**
Approve a recommended contract with the architectural firm for our high school project.
- D. Select Owner's Construction Representative**
Selection of an Owner's Construction Representative for our high school project. I will work with our attorney's to finalize a contract.
- E. Approve Resolutions Regarding Construction Management At Risk**
We will need to approve the attached resolutions in order to proceed with the Construction Manager at Risk process. This needs to be done before we hire a General Contractor.
- F. Approve SD2 Transportation Permission to Enter District**
Grant permission for SD2 buses to enter our district.

WORK SESSION – Following Adjournment of Special Meeting

Lockwood Trustees are meeting to evaluate progress towards the current district goals and to discuss goal setting for the future.

LOCKWOOD SCHOOL DISTRICT #26
YELLOWSTONE COUNTY, BILLINGS, MT
SPECIAL BOARD MEETING

Call To Order

July 17, 2018

Chair Tim Sather called the Special Meeting of the Board of Trustees to order at 5:16 p.m. by leading those present in the Pledge of Allegiance. The following trustees and officers were present: Trustees Tim Sather, Kat Pfau, Pamela Ask, Sylvia Noble, Scott Kiekoover, Janna Lind, Superintendent Tobin Novasio and District Clerk Laurie Noonkester. Trustee Joe Borgstrom was absent.

All guests are asked to sign in upon arrival.

Mr. Sather welcomed visitors and advised the following:

Any person present who wishes to address the board or raise any question about public school district matters or governing policies may do so under public participation. No discussion of personnel or individual students is permitted at this time. A limit of three minutes is placed on each speaker. Persons who want more time may make arrangements to be placed on a future agenda. Visitors wishing to record this meeting electronically may do so, providing the recording does not disrupt the orderly conduct of the meeting. As a courtesy, all cell phones should be turned off. The public is also reminded that they may provide input on all motions being considered by the board at this meeting.

Bridget Ekstrom with DA Davidson, Jeff Kanning and Nick Panchau with Collaborative Design Architects and Mark Qualman with QuEst Services Corporation were also in attendance.

INDIVIDUALS, RECOGNITION, ACCOMPLISHMENTS AND CORRESPONDENCE

Public Comment: None were submitted.

ITEMS FOR ACTION

- A. Approve Minutes of June 12th and 19th Meetings

Chair Tim Sather asked if there were any objections to the minutes as presented.

Trustee Pamela Ask moved to accept the minutes as presented. Sylvia Noble seconded the motion.

Trustees Tim Sather, Kat Pfau, Scott Kiekoover, Sylvia Noble, Pamela Ask and Janna Lind voted yes; the motion passed unanimously.

B. Approve Bond Resolution

Superintendent Novasio explained the resolution before the board is the final document after minor changes.

Bridget Ekstrom with DA Davidson explained the bond sale process and what the resolution specifically addresses. Ms. Ekstrom fielded questions from the Trustees.

Chair Tim Sather asked if there were any objections to the Bond Resolution as presented.

Trustee Kat Pfau moved to approve the Bond Resolution as presented. Pamela Ask seconded the motion.

Trustees Tim Sather, Kat Pfau, Scott Kiekover, Sylvia Noble, Pamela Ask and Janna Lind voted yes; the motion passed unanimously.

C. Approve Contract with Collaborative Design Architects

Superintendent Tobin Novasio explained after legal review the contract is ready for approval.

Discussion was held.

Trustee Pamela Ask made the motion to accept the contract with Collaborative Design Architects subject to review by the District's Owners Representative and further move to provide authority to the Superintendent to sign the contract following the review on behalf of the Lockwood School Board of Trustees. Kat Pfau seconded the motion.

Further Discussion was held.

Trustees Tim Sather, Kat Pfau, Scott Kiekover, Janna Lind, Sylvia Noble, and Pamela Ask voted yes; the motion passed unanimously.

D. Select Owner's Construction Representative

Chairman Tim Sather noted the Trustees conducted an interview last week with Mark Qualman from QuEst Services Corporation, the lone applicant in the RFP advertisement published seeking an owner's construction representative. Mr. Sather will entertain a motion to hire Mark and his firm to act as the Owner's Construction Representative during the high school building project. Superintendent Novasio recommended the price model that included the price measuring software be approved and noted he will work with the attorneys to finalize a contract should the Trustees make their selection tonight.

Discussion was held.

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July 17, 2018

Special Meeting

Corrections to the proposal to reduce the number of cost of estimates, discuss the professional liability needs and investigate pricing software needs were discussed. The amount of the contract should be \$630,488.

Trustee Scott Kiekoover made the motion to approve the selection of Mark Qualman, QuEst Services Corporation as the District Owner's Construction Representative. Sylvia Noble seconded the motion.

Trustees Tim Sather, Kat Pfau, Scott Kiekoover, Janna Lind, Sylvia Noble and Pamela Ask voted yes; the motion passed unanimously.

E. Approve Resolution Regarding Construction Management At Risk

Superintendent Novasio explained the Trustees need to approve the resolution in order to proceed with the Construction Management At Risk process which must be completed before hiring a General Contractor. Mark Qualman noted he has reviewed this document and finds nothing unusual and the document is typical in nature.

Discussion was held.

Trustee Janna Lind made the motion to adopt the Management At Risk resolution as presented. Pamela Ask seconded the motion.

Trustees Tim Sather, Kat Pfau, Scott Kiekoover, Janna Lind, Sylvia Noble and Pamela Ask voted yes; the motion passed unanimously.

F. Approve SD2 Transportation Permission to Enter District

Superintendent Novasio explained the Trustees need to approve permission for SD2 buses to enter the district when providing transportation.

Discussion was held.

Trustee Sylvia Noble made the motion to grant SD2 permission to enter the district for transportation needs. Kat Pfau seconded the motion.

Trustees Tim Sather, Kat Pfau, Scott Kiekoover, Janna Lind, Sylvia Noble and Pamela Ask voted yes; the motion passed unanimously.

Nick Panchau with Collaborative Design Architects reviewed the tour highlights of the Watford City, ND visit.

ADJOURN

A Work Session will be held immediately following the Special Meeting to evaluate the progress of the Board/District goals and conduct discussion of future goals.

The next Regular Meeting will be on Tuesday, August 14, 2018, at 6:00 p.m. in the Lockwood School District Board Room.

Trustee Janna Lind moved to adjourn the meeting at 7:28 p.m. Sylvia Noble seconded the motion.

Trustees Tim Sather, Kat Pfau, Scott Kiekoover, Janna Lind, Sylvia Noble and Pamela Ask voted yes; the motion passed unanimously.

Tim Sather, Chairperson

Laurie Noonkester, District Clerk

**PROCEEDINGS OF THE BUILDING COMMITTEE
LOCKWOOD SCHOOL DISTRICT #26
YELLOWSTONE COUNTY, BILLINGS, MT
WORK SESSION MEETING**

CALL TO ORDER

JULY 17, 2018

Chair Tim Sather opened the Work Session meeting at 7:40 p.m. The following trustees and officers were present: Trustees Tim Sather, Scott Kiekover, Kat Luhman, Janna Lind, Pamela Ask, Sylvia Noble, Superintendent Tobin Novasio and District Clerk Laurie Noonkester. Trustee Joe Borgstrom was absent.

The Trustees met in a work session to evaluate the progress made towards the current district goals and to discuss goal setting for the future.

A. Review of Current Goals

B. Identify Future Goals

The meeting was adjourned at 9:40 p.m.

Tim Sather, Chairperson

Laurie Noonkester, District Clerk