



Citizens' Bond Oversight Committee

Arlington ISD 2014 Bond Program

Interim Update to Board of Trustees
May 17, 2018

Agenda

- Purpose
- Composition
- Meeting Schedule
- CBOC Charge
- Recommendations
- Special Thanks



Purpose

The Citizens Bond Oversight Committee (“Committee”) is established to **provide transparency** and **enhance public confidence** in the use of proceeds from the sale of bonds authorized by Arlington Independent School District (“AISD” or “District”) voters on May 10, 2014.

The purpose of the Committee is to **provide findings** and **recommendations** to the Board of Trustees (“Board”) relating to the **expenditure** of bond proceeds authorized in the 2014 Bond election, the **progress** of the 2014 Bond Program, and ways the District can **maximize the potential** of the 2014 Bond Program.

Composition

Members (11)

- Michelle Avitia
- William Deakyne (chair)
- Rebecca Deen
- Cara Hackley
- Andrew Malkoski
- Daryl Miller
- Andrew Nash
- Wendy Parker
- Seth Ressler
- Ismail Tahir
- David Wilbanks

Alternates (6)

- Pat Carey
- Shelley Freeman
- Bill Huff
- H. Suzanne Kelley
- Alexander Lopez
- Vance Morton



Meeting Schedule

- **October 12, 2017** - Orientation for new members, Location: PDC
- **November 9, 2017** - Quarterly Meeting, Location: Career and Technical Center
- **January 23, 2018** - Quarterly Meeting, Location: AISD Ag Science Center
- **April 9, 2018** - Quarterly Meeting, Location: Duff Elementary
- **August 9, 2018** – Quarterly Meeting, Location: TBD



CBOC Charge (1 of 11)

1. Review the January 2014 report submitted to the Board by the 2013-14 Capital Needs Steering Committee to gain an understanding of the projects and capital needs recommended for inclusion in the 2014 Bond Program.

Observation:

- AISD staff explained bond scope
- Strategic linkage between bond package areas and intended effect described

Recommendation:

- Sustain AISD Staff methodology for orientation of future CBOC members

| Bond 2014 Package Areas | |
|---------------------------------|----------------------|
| Facilities | \$552,388,327 |
| Fine Arts | \$9,828,738 |
| Safety, Security and Technology | \$82,633,000 |
| Transportation | \$18,279,213 |
| Total | \$663,129,278 |

CBOC Charge (2 of 11)

2. Review the process used to solicit, qualify, and select design professionals, contractors, and vendors for projects funded from the 2014 Bond Program.

Observation:

- Quoting and bidding processes such as CSP method explained
- Market condition adjustments and re-bidding processes explained
- Instances of cost savings through general contractor management efforts
- Contractor/Vendor performance closely monitored and tracked to inform potential future jobs

Recommendation:

- Continue to maximize taxpayer value thru management of RFQs
- Sustain Contractor Symposiums as a method to refine expectations

CBOC Charge (3 of 11)

3. Review reports on the current status and planned implementation of the 2014 bond program to determine whether such status and implementation are consistent with the Bond Program approved by the voters.

Observation:

- Facility construction efforts meet the bond's intent
- Fine Arts efforts meet the bond's intent
- Safety, Security, and Technology efforts meet the bond's intent
- Transportation efforts meet the bond's intent

Recommendation:

- Sustain website presence that tracks and documents progress through pictures

CBOC Charge (4 of 11)

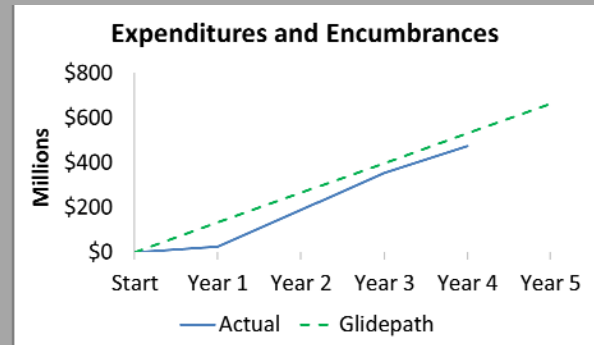
- Review bond program reports that track budgets, encumbrances, expenditures, and estimated costs for completion for each bond project.

Observation:

- Rate of encumbrances and expenditures appear slightly behind schedule but on an achievable path
- Under performing contractors continue to be addressed by AISD staff and project re-bidding occurs

Recommendation:

- Sustain AISD Staff efforts to monitor, track and report costs



CBOC Charge (5 of 11)

- Review HUB utilization on facilities projects.

Observation:

- HUB participation as of April 2018 at approximately 17.14%
- AISD considers past vendor HUB performance as a component of bidding new projects
- AISD Staff responsive to CBOC input demonstrated by proposal requests for HUB consulting services*

Recommendation:

- Consider local area disparity studies to determine the availability of HUB vendors and develop appropriate HUB guidance
- Sustain efforts to review HUB participation on facilities projects

* Proposals were received May 3rd, 2018 by AISD, and are being evaluated by AISD Staff

CBOC Charge (6 of 11)

6. Review internal and external audits of the bond program to ensure the adequacy of scope, administration's response to the audit, and remediation efforts of the district, as applicable.

Observation:

- External Audit scope identified for Construction Contract and Billings
- Peach, McNutt, CTC, Martin, Little, Sam Houston, Ellis, Nichols, and Sherrod identified for External Audit.

Recommendation:

- Consider External Auditing that addresses vendor performance on select projects

CBOC Charge (7 of 11)

7. Review and provide input on AISD communications to the public regarding the 2014 Bond Program.

Observation:

- Efforts made by AISD staff to discuss bond with principals, teachers, and coaches

Recommendation:

- Develop campus-level down communication directives
- Leverage CTC Audio/Video broadcast capabilities to provide regular updates via public access channel and website on bond progress
- Leverage existing PTA and Community Partners to spread bond progress updates
- Expand bilingual outreach efforts

CBOC Charge (8 of 11)

8. With the coordination of the Superintendent or Superintendent's designee, conduct on-site campus and facility visits related to bond projects, as necessary, in a non-disruptive manner.

Observation:

- Conducted group on-site visits of CTC, Ag Center, and Duff Elementary
- New construction and existing campus facility visits provided insight to the challenges of renovating existing facilities

Recommendation:

- Continue to visit new existing campus renovation locations, spot check previous locations
- Align teacher/staff training with new facilities or capabilities in future bonds

CBOC Charge (9 of 11)

9. Agree by majority vote upon all findings and recommendations to be presented to the Board.

Observation:

- CBOC Committee agreed by majority with the enclosed recommendations
- When CBOC members were not present; their input was solicited through e-mail
- Participation by Student (SLAB) Members was significantly better in the Fall semester

Recommendation:

- Re-assess the charge for SLAB member participation in order to expand student participation

CBOC Charge (10 of 11)

10. Provide reports to the Board semi-annually or more frequently, if necessary, on the implementation of the 2014 Bond Program and any findings and recommendations for corrective actions or adjustments to the Bond Program.

Observation:

- Annual briefing to the Board appears appropriate

Recommendation:

- Adjust reporting frequency requirement to annual reporting
- Sustain Board member presence at CBOC meeting to facilitate informal updates/communication

CBOC Charge (11 of 11)

11. Coordinate with the Superintendent or the Superintendent's designee to maintain a presence on the AISD website with a link on the AISD home page. The website shall timely provide the public with information regarding the Committee's activities, including: meeting agendas and minutes; information, presentations and reports received from AISD staff; and meeting schedules of the Committee and all subcommittees.

Observation:

- Website presence and Dashboards continue to improve
- Bond progress materials and reports easily accessible

Recommendation:

- Sustain efforts to develop the website presence and consider expanding bond updates available through CTC audio/visual efforts



Recommendations Summary (1 of 3)

1. Sustain AISD Staff methodology for orientation of future CBOC members
2. Continue to maximize taxpayer value thru management of RFQs
3. Sustain Contractor Symposiums as a method to solicit more contractor interest
4. Sustain website presence that tracks and documents progress through pictures
5. Sustain AISD Staff efforts to monitor, track and report costs
6. Consider local area disparity studies to determine the availability of HUB vendors and develop appropriate HUB guidance
7. Sustain efforts to review HUB participation on facilities projects

Recommendations Summary (2 of 3)

8. Consider External Auditing that addresses vendor performance on select projects
9. Develop campus-level down communication directives
10. Consider External Auditing that addresses vendor performance on select projects
11. Develop campus-level down communication directives
12. Leverage CTC Audio/Video broadcast capabilities to provide regular updates via public access channel and website on bond progress
13. Leverage existing PTA and Community Partners to spread bond progress updates
14. Expand bilingual outreach efforts

Recommendations Summary (3 of 3)

15. Continue to visit new existing campus renovation locations, spot check previous locations
16. Align teacher/staff training with new facilities or capabilities in future bonds
17. Re-assess the charge for SLAB member participation in order to expand student participation
18. Adjust reporting frequency requirement to annual reporting
19. Sustain Board member presence at CBOC meeting to facilitate informal updates/communication
20. Sustain efforts to develop the website presence and consider expanding bond updates available through CTC audio/visual efforts

Special Thanks

- Aaron Reich, President, Board of Trustees
- Kecia Mays, Board Member, Board of Trustees
- Polly Walton, Board Member, Board of Trustees
- John Hibbs, Board Member, board of Trustees

- Cindy Powell, Chief Financial Officer
- Kelly Horn, Executive Director of Plant Services
- Javier Fernandez, Director of Facility Planning and Construction
- Chad Branum, Assistant Superintendent of Technology
- Linh Nguyen, Fine Arts Director
- Michael Stringer, Fine Arts Coordinator
- Tim Collins, Director of Transportation
- James Smith, Security Manager
- Tony Drollinger, Executive Director of Finance
- Craig Wright, Career Tech Coordinator
- Ginger Polster, Career Tech Center Principal
- Kyle Durr, Agricultural Science Teacher
- Cindy Harbison, Duff Elementary Principal

