



**Citizens Bond Oversight Committee  
Quarterly Report to the Board of Education  
June 26, 2006**

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**Outline**

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- C. Citizens Bond Oversight Committee Rules of Governance
- D. Bond Project Feedback Card

Section 1 Executive Summary
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This is the first quarterly report by the Citizens Bond Oversight Committee per the Board of Education charge to the Committee. The Committee began meeting in February 2006 and has met monthly since. So far focus has been on:

- Getting a good foundation of understanding of how the Capital Program is to be executed;
- Establishing our operating processes and rules to include our metrics for how the program's success will be evaluated; and
- Monitoring the progress of the program as it ramps up into its first major summer construction season.

**Measures of Success:** The Citizens Bond Oversight Committee has identified three measures to track and use to define the success of the overall bond program. These are:

- **Spending (IRS Requirements):** 85% of bond funds for identified projects are expended by January 2009 and all remaining funding expended by January 2011.
- **Project Completion (Overall Schedule):** 100% of Capital Plan projects will be completed by January 2011.
- **Customer/User Satisfaction:** 100% of project customers/users will express a satisfaction level with their designated completed projects with a rating of 3 or better on a 5 point scale survey at project completion.

Tracking of these measures will begin this summer and all future reports will show whether the district's program is on track for a successful final assessment.

**Funding Status:** The fact that the project budgets published in the May 2004 Capital Plan were developed prior to the greatly accelerating construction costs of the last couple of years makes this our primary area of concern. It didn't help that there was an additional year of delay between the voters' approving this Capital Plan and authorizing the bonds in November 2004 and then ultimately authorizing the tax increase necessary to repay bonds in November 2005. We will, therefore, be paying special attention to the overall program's funding status. We recognize that many projects may have to be adjusted in scope in order to stay within the limited budgets available. The two new elementary schools and the Doherty addition / renovation project will be early indicators of how the district deals with this cost vs. budget issue.

Overall, it is the opinion of the Citizens Bond Oversight Committee that the D-11 Bond Program is off to a good start. While there are some concerns regarding rapidly increasing construction costs, we believe that D-11's program management team has the proper staffing and procedures in place to insure a successful program. Further, we believe that the Citizens Bond Oversight Committee has adequate expertise in its membership and has established the right procedures to help insure that this program stays on the path to success.

Section 2  
Measures of Success

- a. **Spending (IRS Requirements):** 85% of bond funds for identified projects are expended by January 2009 and all remaining funding expended by January 2011.
  1. **Assessment** (spending graph available next quarter)
  2. **Discussion / Explanation:** The program schedule (see Appendix A) is structured so that the spending requirements will be met. At this early stage of the program, there is no reason to believe that we will not achieve this goal.
  
- b. **Project Completion (Overall Schedule):** 100% of Capital Plan projects will be completed by January 2011.
  1. **Assessment** (project completion graph available next quarter)
  2. **Discussion / Explanation:** The program schedule (see Appendix A) is structured so that this project completion goal will be met. At this early stage of the program, there is no reason to believe that we will not achieve this goal.
  
- c. **Customer/User Satisfaction:** 100% of project customers/users will express a satisfaction level with their designated completed projects with a rating of 3 or better on a 5 point scale survey at project completion.
  1. **Assessment** (survey results graph available next quarter)
  2. **Discussion / Explanation:** At the time of this report, the survey instrument has been finalized and is included at Appendix D. The scale referred to above (and shown in the Appendix) is: 1) Highly Dissatisfied; 2) Somewhat Dissatisfied; 3) Satisfied; 4) Very Satisfied; and 5) Completely Satisfied. No surveys have yet been completed.

Section 3  
Funding Status

- a. **Project Budgets vs. Current Estimates:** One of the major challenges of this construction program is that the project budgets were developed in 2003 and early 2004 – before the period of double-digit construction cost inflation that we have experienced since then. Material costs, due to worldwide demand and the hurricane re-construction efforts along the gulf-coast, are climbing rapidly (copper, for example, has doubled in the past 12 months). Labor costs in the Pikes Peak region are climbing rapidly as well, due to intense competition for contractors from Ft. Carson’s \$2 Billion construction program, local hospital construction, construction activities at UCCS, Colorado College, neighboring school districts and other owners.

The bond fund, fortunately, is earning interest and those interest earnings are available to counter the construction cost inflation to a limited degree. See Appendix B for a forecast of those earnings and how the district intends to apply them to supplement project budgets.

The 2006 summer projects are nearly all awarded and, in all but four cases, our project budgets have been adequate to cover costs so far. Construction costs for the two new elementary schools as well as other major 2007-2009 projects are a concern. Individual projects will have to be intensively managed to control cost overruns.

- b. **Status of Program Contingency:** As of the date of this report, the Program Contingency balance is \$2,270,000. Four first summer projects required contingency funds due to bids coming in above budget. The remaining contingency balance must be managed very carefully. Program Contingency is intended either to supplement individual project budgets where bids may come in higher than expected, or, if possible, for funding additional projects. In either case, proper procedures will be followed for the use of the Program Contingency. As we get farther into the program, funds remaining from individual project budgets, after those projects are completed, will be moved into the Program Contingency.

Section 4 Program Spending Plan Changes
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Program Spending Plan changes are additions or deletions of projects from the voter-approved description of the overall program.

To date, there have been no Program Spending Plan changes formally proposed or recommended to the Board of Education for approval.

Section 5 Program Highlights
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- a. **Narrative for this Quarter (key events / issues / accomplishments):** This first “quarter” (through June, 2006) consisted primarily of getting the program moving forward. Bonds were sold and proceeds invested, “sunsetting” project managers and contract specialists were hired and trained, and many contracts were awarded, both for design and construction services.

The two new elementary school designs are approximately 30% complete. Construction contractors (CM/GC) have been selected and contracted for “pre-construction services”. Initial construction estimates confirm that costs will be a major concern throughout design and compromises will have to be made to come in within budget.

Projects scheduled for completion during the summer of 2006 are lining up nicely, with nearly all of them under contract. Other projects, including the Doherty Addition / Renovation and others scheduled for completion during 2007 are also on-track, with many designs beginning.

Overall, 37 of 601 individual line items in the Program have been completed and another 83 have been started. 12 site-determined projects have been submitted by the schools and approved.

- b. **Narrative for next Quarter (key upcoming scheduled events):** The July-September quarter will be very productive, as most of our construction work is scheduled for summer months. The schedule at Appendix A will give a sense of all the individual projects that will be accomplished during the next quarter.

The two new elementary schools should complete design in August and we anticipate a ground-breaking ceremony in early September. The Doherty project will be nearing design completion by the end of the quarter. Designs for a number of other key 2007 projects will be well along.

Section 6 Communications
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Efforts to communicate the progress of the D-11 Bond Program have begun. Elements of the communication plan include:

- a. Quarterly update programs for channel 16. The first 30-minute program was filmed on May 12<sup>th</sup> and has been running periodically since then.
- b. 4-foot by 8-foot plywood signs at every site indicating the major projects to be completed at the site. These signs will be updated with “complete” stickers as each project is completed.
- c. Web site. The district’s primary web site for Bond Program information is up and running (<http://www.d11.org/capplanprojects>) and being updated regularly.
- d. Internal D-11 newsletters, school newsletters for parents, and publications designed for the general public will all be forthcoming.
- e. Special events, such as “ground breakings” and “ribbon cuttings” will be featured to publicize our progress.
- f. The Citizens Bond Oversight Committee will be making efforts to communicate the progress of the program, to include issuing Quarterly Reports and an Annual Report to the Board of Education and the Public.

Section 7 Citizens Oversight Committee activities
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The Committee held its first meeting on February 26, 2006 with 40 of the originally appointed 47 members attending-- two more had excused absences. The Committee elected Lyman Kaiser and Eva Reynolds to be co-chairs.

The Committee has since met monthly through June 2006 with attendance of regular members ranging from 24 to 31. Five of the original members have since formally withdrawn for various reasons, mostly because of other schedule conflicts. Efforts are being made to contact other members who have missed the past three meetings.

The early Committee meetings were focused on building a common foundation of understanding of the Capital program and the Spending Plan, the basic processes being used to implement and execute the program, and the charge and expectation of the Citizens Bond Oversight Committee.

The Committee initially adopted some basic rules of courtesy for the Committee’s work, and then drafted and adopted a set of rules of governance. These rules are pretty typical and cover: meeting setting, schedules, agendas and minutes; decision making; leadership; membership, subcommittees and conduct. Since a quorum of members is required for formal decisions and recommendations, the Committee has established a rule that members missing three or more consecutive regularly scheduled meetings without advising the committee co-chairs may be recommended for removal. A copy of the rules is attached at Appendix C.

The Committee also drafted a set of three “global” metrics by which the success of the program would be measured. These “Measures of Success” were discussed in Section 2 above.

Note that the Committee’s first Annual Report to the Board of Education and to the Public will be provided in January 2007 – one-year from the issuance of the bonds.

<p>Section 8 Areas of Concern / Areas of Commendation</p>
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It is recognized that we are still very early in the program execution with a lot more to go, however some items have come up worthy of note:

- a. **Inflation Impact.** By far the biggest concern is over the uncertain impact of double-digit inflation in the local and even national and international construction markets. Although the Committee understands the Capital Improvement Program includes a historical inflation factor (5-10%) in the project estimates and a modest program contingency (about \$2 million), we are concerned with the possible impact of the much higher than anticipated inflation upon the total program. This will be a point that will be closely monitored as the program progresses.
- b. **Communications.** There is a concern that there may need to be an even more comprehensive effort to communicate the progress of the program, especially to the general public of which some 75-80% do not have children in D-11 schools. These are primary stakeholders as they are the taxpayers and need to know where the bond funds go. How they perceive the success of this program may have far reaching impacts on their future support for the District and perhaps future tax initiatives. See item f. under section 6 above.
- c. **Details of Individual Projects.** Some on the committee felt they had a need for more detailed project specific information than the general program and process information that had been provided so far. Although this level is beyond the basic role and intent of the Oversight Committee as outlined in the committee’s charge, some individuals expressed a desire to see more. Consequently, a Capital Investment Program “open house” has been scheduled for July to enable committee members to meet project managers and staff and ask detailed questions about specific projects.
- d. **Program Management.** The Committee commends the District’s Program management team and efforts to date. The presentations and discussion on the major facets of the program, the execution plan and processes, as well as the updates and progress reports, have given significant insights into and comfort with the professionalism of the District’s team. This is very promising.
- e. **Impact on Schools, Students & Instruction.** The District’s staff is commended for its efforts to minimize the impact on schools, students, the instructional program and student achievement. Considering that the program has work in virtually every District school, this is a significant challenge.

Appendices
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- A. Program Schedule / Project Status – by Site
- B. Program Interest Earnings and Funding Forecast
- C. Citizens Bond Oversight Committee Rules of Governance
- D. Bond Project Feedback Card

**Appendix A**  
**Program Schedule / Project Status – by Site**



















Sequencing Plan

(Bars represent when most - not all - of the work at a site would be done.)

ID	Task Name	Budget	% Complete	Design	Ktr	2006					2007					2008					2009															
						D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J
	<b>Loc : Site: 142 : NEW SE ES</b>	<b>\$10,447,648</b>	<b>7%</b>																																	
349	NEW SE ES New SE Elementary School	\$10,447,648	7%	H+L Arch	Nunn Constr																															
	<b>Loc : Site: 144 : NEW NE ES</b>	<b>\$10,447,648</b>	<b>7%</b>																																	
350	NEW NE ES New NE (Wagon trails) Elementary School	\$10,447,648	7%	Arch West	GE Johnson																															
	<b>Loc : Site: 240 : EAST</b>	<b>\$3,505,550</b>	<b>7%</b>																																	
351	EAST Electrical system (breakers/fuses)	\$44,000	40%	n/a																																
352	EAST Electrical system (intercom)	\$33,000	0%																																	
353	EAST Electrical system (subpanels)	\$55,000	40%	n/a																																
354	EAST Exterior Repairs/Ramps/Paint (doors)	\$33,000	0%	n/a																																
355	EAST Exterior Repairs/Ramps/Paint (windows)	\$44,000	0%																																	
356	EAST Fire / Security system (library alarm)	\$22,000	0%																																	
357	EAST HVAC system repair / replace I	\$410,000	90%	Neil	Associated Insul																															
358	EAST HVAC system repair / replace II	\$1,550,000	0%	Farris																																
359	EAST Interior repairs (bleachers)	\$38,500	0%	n/a																																
362	EAST Interior repairs (gym wood floor)	\$93,500	0%	n/a																																
361	EAST Interior repairs (lockers)	\$157,300	0%	n/a																																
360	EAST Interior repairs (wall surfaces)	\$55,000	0%	n/a																																
363	EAST Plumbing system (fixtures)	\$80,500	0%	Farris																																
364	EAST Plumbing system (potable water)	\$316,250	0%	Farris																																
366	EAST Science area renovation	\$379,500	0%	Farris																																
365	EAST Site / Playground repairs (site asphalt)	\$55,000	0%	n/a																																
367	EAST Site Determined Improvement Projects	\$139,000	0%																																	
	<b>Loc : Site: 241 : EMERSON</b>	<b>\$2,401,375</b>	<b>7%</b>																																	
373	EMERSON Add Air conditioning (CHW)	\$750,000	0%																																	
368	EMERSON Electrical system (breakers/fuses/clock)	\$87,375	100%		Main Elect																															
369	EMERSON Electrical system (outlets/switches)	\$32,500	100%																																	
370	EMERSON HVAC system repair / replace	\$1,348,000	0%																																	
371	EMERSON Plumbing system (fixtures)	\$30,000	100%	Neil	VisionAire																															
372	EMERSON Site / Playground repairs (site asphalt)	\$10,500	0%	n/a																																
374	EMERSON Site Determined Improvement Projects	\$143,000	0%																																	
	<b>Loc : Site: 242 : HOLMES</b>	<b>\$3,823,175</b>	<b>2%</b>																																	
385	HOLMES Add Air conditioning (GSHP)	\$1,802,500	0%	Farris																																
375	HOLMES Electrical system (intercom)	\$33,000	0%																																	
376	HOLMES Electrical system (outlets/switches)	\$29,325	0%	Farris																																
377	HOLMES Fire / Security system (library alarm)	\$22,000	0%																																	
378	HOLMES HVAC system repair / replace	\$1,363,900	0%	Farris																																
379	HOLMES Interior repairs (carpet)	\$132,000	0%	n/a																																
380	HOLMES Interior repairs (chalkboards)	\$17,600	0%	n/a	shop																															
381	HOLMES Interior repairs (lockers)	\$248,600	0%	n/a																																
382	HOLMES Interior repairs (windows)	\$44,000	0%																																	
383	HOLMES Roof repair / replace	\$0	100%	des-bld	Weathercraft																															
384	HOLMES Site / Playground repairs (site asphalt)	\$19,250	0%	n/a																																
386	HOLMES Site Determined Improvement Projects	\$111,000	0%																																	

Sequencing Plan

(Bars represent when most - not all - of the work at a site would be done.)

ID	Task Name	Budget	% Complete	Design	Ktr	2006				2007				2008				2009																	
						D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M
<b>Loc : Site: 243 : IRVING</b>		<b>\$1,073,500</b>	<b>2%</b>			[Gantt bars for Site 243: IRVING]																													
387	IRVING Electrical system (breakers/fuses)	\$120,000	0%	n/a		[Gantt bar for 387]																													
388	IRVING Electrical system (intercom)	\$30,000	0%			[Gantt bar for 388]																													
389	IRVING Electrical system (outlets/switches)	\$21,000	0%	n/a		[Gantt bar for 389]																													
390	IRVING Exterior Repairs/Ramps/Paint (doors)	\$80,000	0%	n/a		[Gantt bar for 390]																													
391	IRVING Exterior Repairs/Ramps/Paint (paint)	\$60,000	0%	n/a		[Gantt bar for 391]																													
392	IRVING Fire / Security system (library alarm)	\$20,000	0%			[Gantt bar for 392]																													
393	IRVING HVAC system (commissioning)	\$233,000	0%			[Gantt bar for 393]																													
394	IRVING Interior repairs (carpet)	\$116,000	0%	n/a		[Gantt bar for 394]																													
395	IRVING Interior repairs (chalkboards)	\$16,000	0%	n/a	shop	[Gantt bar for 395]																													
396	IRVING Interior repairs (hardware)	\$70,000	0%	n/a		[Gantt bar for 396]																													
397	IRVING Interior repairs (lockers)	\$17,000	0%	n/a		[Gantt bar for 397]																													
402	IRVING Office area renovation - security/safety	\$22,000	0%	n/a		[Gantt bar for 402]																													
398	IRVING Plumbing system repair / replace	\$55,000	100%	Neil	VisionAire	[Gantt bar for 398]																													
399	IRVING Site / Playground repairs (asphalt)	\$17,500	0%	n/a		[Gantt bar for 399]																													
401	IRVING Site / Playground repairs (drainage)	\$30,000	0%	n/a		[Gantt bar for 401]																													
400	IRVING Site / Playground repairs (irrigation)	\$15,000	0%	n/a		[Gantt bar for 400]																													
403	IRVING Site Determined Improvement Projects	\$151,000	0%			[Gantt bar for 403]																													
<b>Loc : Site: 244 : MANN</b>		<b>\$3,094,000</b>	<b>0%</b>			[Gantt bars for Site 244: MANN]																													
415	MANN Add Air conditioning (GSHP)	\$2,310,000	0%			[Gantt bar for 415]																													
404	MANN Electrical system (gym PA)	\$8,000	0%			[Gantt bar for 404]																													
405	MANN Electrical system (intercom)	\$30,000	0%			[Gantt bar for 405]																													
406	MANN Electrical system (outlets/switches)	\$8,000	0%			[Gantt bar for 406]																													
407	MANN HVAC system (commissioning)	\$208,000	0%			[Gantt bar for 407]																													
408	MANN Interior repairs (bleachers)	\$40,000	0%	n/a		[Gantt bar for 408]																													
409	MANN Interior repairs (chalkboards)	\$4,000	0%	n/a	shop	[Gantt bar for 409]																													
412	MANN Interior repairs (gym wood floor)	\$20,000	0%	n/a		[Gantt bar for 412]																													
410	MANN Interior repairs (lockers)	\$93,000	0%	n/a		[Gantt bar for 410]																													
411	MANN Interior repairs (science tables)	\$18,000	0%	n/a		[Gantt bar for 411]																													
416	MANN Parking / Traffic Improvements	\$115,000	0%	KC		[Gantt bar for 416]																													
413	MANN Plumbing system (storm sewer)	\$75,000	0%	n/a		[Gantt bar for 413]																													
414	MANN Roof repair / replace	\$33,000	5%	des/bld	Weathercraft	[Gantt bar for 414]																													
417	MANN Site Determined Improvement Projects	\$132,000	0%			[Gantt bar for 417]																													
<b>Loc : Site: 245 : NORTH</b>		<b>\$1,756,360</b>	<b>9%</b>			[Gantt bars for Site 245: NORTH]																													
418	NORTH Exterior Repairs/Ramps/Paint (doors)	\$44,000	0%	n/a		[Gantt bar for 418]																													
419	NORTH Exterior Repairs/Ramps/Paint (windows)	\$315,700	0%	BVH		[Gantt bar for 419]																													
421	NORTH Fire / Security system (library alarm)	\$22,000	0%			[Gantt bar for 421]																													
422	NORTH Fire / Security system (pull stations)	\$8,500	100%	n/a	shop	[Gantt bar for 422]																													
420	NORTH Fire / Security system repair / replace	\$53,000	20%	Simplex	Berwick	[Gantt bar for 420]																													
423	NORTH HVAC system (commissioning)	\$214,500	0%			[Gantt bar for 423]																													
424	NORTH Interior repairs (chalkboards)	\$17,600	0%	n/a	shop	[Gantt bar for 424]																													
425	NORTH Interior repairs (lockers)	\$75,900	5%	n/a	Assd Bldg Spec	[Gantt bar for 425]																													
429	NORTH Parking / Traffic Improvements	\$244,860	5%	Patterns, MVE		[Gantt bar for 429]																													







Sequencing Plan

(Bars represent when most - not all - of the work at a site would be done.)

ID	Task Name	Budget	% Complete	Design	Ktr	2006					2007					2008					2009																											
						D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J
547	WASSON Site Determined Improvement Projects	\$319,000	0%			[Gantt bar for Mike, Ric]																																										
	<b>Loc : Site: 420 : BIJOU</b>	<b>\$709,300</b>	<b>0%</b>			[Gantt bar for Val]																																										
559	BIJOU Add small auditorium	\$100,000	0%			[Gantt bar for Val]																																										
548	BIJOU Electrical system (main distr panel)	\$8,000	0%	n/a		[Gantt bar for Tom G]																																										
549	BIJOU Electrical system (outlets/switches)	\$7,500	0%	n/a		[Gantt bar for Tom G]																																										
551	BIJOU HVAC system (controls)	\$25,000	0%	Neil	Long	[Gantt bar for Neil]																																										
550	BIJOU HVAC system (furnaces)	\$6,000	0%	n/a		[Gantt bar for Frank H]																																										
552	BIJOU HVAC system (kitchen hood)	\$30,000	0%	n/a		[Gantt bar for Rick L]																																										
553	BIJOU Interior repairs (chalkboards)	\$3,000	0%	n/a	shop	[Gantt bar for Dave K]																																										
554	BIJOU Interior repairs (doors)	\$15,000	0%	n/a		[Gantt bar for Dave K]																																										
555	BIJOU Interior repairs (hardware)	\$25,000	0%	n/a		[Gantt bar for Dave K]																																										
556	BIJOU Portable buildings repair / replace	\$360,000	0%			[Gantt bar for Val]																																										
557	BIJOU Roof repair / replace	\$54,800	0%	n/a		[Gantt bar for Tony]																																										
558	BIJOU Site / Playground repairs (asphalt)	\$20,000	0%	n/a		[Gantt bar for Bob P]																																										
560	BIJOU Site Determined Improvement Projects	\$55,000	0%			[Gantt bar for Mike, Ric]																																										
	<b>Loc : Site: 460 : TESLA</b>	<b>\$121,000</b>	<b>0%</b>			[Gantt bar for Neil]																																										
561	TESLA HVAC system (controls)	\$60,000	0%	Neil	Long	[Gantt bar for Neil]																																										
562	TESLA Site Determined Improvement Projects	\$61,000	0%			[Gantt bar for Mike, Ric]																																										
	<b>Loc : Site: 480 : CIVA</b>	<b>\$3,193,000</b>	<b>2%</b>			[Gantt bar for Mike]																																										
563	CIVA Buy / Add to Holland Park Ctr	\$3,150,000	5%	John Davis		[Gantt bar for Mike]																																										
564	CIVA Site Determined Improvement Projects	\$43,000	0%	John Davis		[Gantt bar for Mike, Ric]																																										
	<b>Loc : Site: 481 : GLOBE</b>	<b>\$65,000</b>	<b>0%</b>			[Gantt bar for Mike, Ric]																																										
565	GLOBE Site Determined Improvement Projects	\$65,000	0%			[Gantt bar for Mike, Ric]																																										
	<b>Loc : Site: 482 : CPS</b>	<b>\$63,000</b>	<b>0%</b>			[Gantt bar for Mike, Ric]																																										
566	CPS Site Determined Improvement Projects	\$63,000	0%			[Gantt bar for Mike, Ric]																																										
	<b>Loc : Site: 483 : LIFE SKILLS</b>	<b>\$74,000</b>	<b>0%</b>			[Gantt bar for Mike, Ric]																																										
567	LIFE SKILLS Site Determined Improvement Projects	\$74,000	0%			[Gantt bar for Mike, Ric]																																										
	<b>Loc : Site: 602 : ADMINISTRATION</b>	<b>\$2,364,000</b>	<b>1%</b>			[Gantt bar for Thomas]																																										
568	ADMINISTRATION Electrical system repair / replace	\$330,000	15%	Ed Engr	HPE	[Gantt bar for Thomas]																																										
569	ADMINISTRATION Exterior Repairs/Ramps/Paint (windows)	\$150,000	0%			[Gantt bar for Thomas]																																										
570	ADMINISTRATION HVAC system repair / replace	\$1,477,000	0%			[Gantt bar for Thomas]																																										
571	ADMINISTRATION Interior repairs (carpet)	\$137,000	0%			[Gantt bar for Thomas]																																										
572	ADMINISTRATION Roof repair / replace	\$100,000	0%	des/bld		[Gantt bar for Tony]																																										
573	ADMINISTRATION Site / Playground repairs (asphalt)	\$11,000	0%	n/a		[Gantt bar for Bob P]																																										
574	ADMINISTRATION South Admin Campus (landscape)	\$159,000	5%	Patterns, MVE		[Gantt bar for KC]																																										
	<b>Loc : Site: 658 : FINANCES</b>	<b>\$259,565</b>	<b>100%</b>			[Gantt bar for Glenn]																																										
322	FINANCES Bond Issuance Costs	\$259,565	100%			[Gantt bar for Glenn]																																										
	<b>Loc : Site: 762 : FACILITIES</b>	<b>\$199,000</b>	<b>0%</b>			[Gantt bar for Neil]																																										
575	FACILITIES HVAC system (controls)	\$45,000	0%	Neil	Long	[Gantt bar for Neil]																																										
576	FACILITIES Site / Playground repairs (asphalt)	\$154,000	0%	n/a		[Gantt bar for Bob P]																																										
	<b>Loc : Site: 930 : TECH PLAN</b>	<b>\$23,877,000</b>	<b>11%</b>			[Gantt bar for IT]																																										
577	TECH PLAN 1998 Server replacement at schools	\$1,200,000	25%	n/a		[Gantt bar for IT]																																										
578	TECH PLAN 1999 Server replacement at schools	\$1,200,000	0%			[Gantt bar for IT]																																										



**Appendix B**  
**Program Interest Earnings**  
**and Funding Forecast**

05-09 Capital Program Budget (showing anticipated interest earnings)									
	Original	FY05-06	FY06-07	FY06-07	FY07-08	FY07-08	FY08-09	FY08-09	
New Elementary NE	\$8,400,000	\$10,447,648	24%	\$11,447,648	36%	\$11,447,648	36%	\$11,447,648	36%
New Elementary SE	\$8,400,000	\$10,447,648	24%	\$11,447,648	36%	\$11,447,648	36%	\$11,447,648	36%
Coronado	\$3,474,500	\$3,474,500	0%	\$4,099,910	18%	\$4,099,910	18%	\$4,099,910	18%
Doherty	\$6,385,500	\$7,024,050	10%	\$7,024,050	10%	\$7,024,050	10%	\$7,024,050	10%
Mitchell	\$4,304,500	\$5,185,400	20%	\$5,185,400	20%	\$5,185,400	20%	\$5,185,400	20%
Palmer	\$4,448,000	\$4,448,000	0%	\$5,248,640	18%	\$5,248,640	18%	\$5,248,640	18%
Wasson	\$2,403,500	\$2,403,500	0%	\$2,403,500	0%	\$2,884,200	20%	\$3,028,410	26%
Open Concept Schools 1	\$6,310,000	\$7,019,875	11%	\$7,019,875	11%	\$7,217,001	14%	\$7,385,066	17%
Open Concept Schools 2	\$5,318,500	\$5,993,375	13%	\$6,217,256	17%	\$6,367,256	20%	\$6,517,256	23%
Various - Add AC (GSHP)	\$7,484,000	\$7,918,225	6%	\$7,918,225	6%	\$9,105,959	22%	\$9,532,724	27%
AC Computer Labs	\$3,220,000	\$3,703,000	15%	\$3,403,000	6%	\$3,403,000	6%	\$3,403,000	6%
Various - Add AC	\$5,502,000	\$5,682,050	3%	\$5,795,691	5%	\$5,795,691	5%	\$5,886,295	7%
Administration Bldg	\$2,094,000	\$2,094,000	0%	\$2,094,000	0%	\$2,661,137	27%	\$2,661,137	27%
asphalt	\$492,000	\$501,350	2%	\$501,350	2%	\$501,350	2%	\$501,350	2%
bleachers	\$75,000	\$78,500	5%	\$78,500	5%	\$78,500	5%	\$78,500	5%
cabinets	\$536,600	\$536,600	0%	\$536,600	0%	\$536,600	0%	\$536,600	0%
carpet	\$974,500	\$1,009,000	4%	\$1,009,000	4%	\$1,009,000	4%	\$1,009,000	4%
CIVA	\$3,150,000	\$3,150,000	0%	\$3,500,000	11%	\$3,500,000	11%	\$3,500,000	11%
commissioning	\$1,710,500	\$1,705,550	0%	\$1,705,550	0%	\$1,705,550	0%	\$1,705,550	0%
concrete	\$133,500	\$138,500	4%	\$138,500	4%	\$138,500	4%	\$138,500	4%
Doors	\$573,000	\$589,300	3%	\$589,300	3%	\$589,300	3%	\$589,300	3%
drainage	\$683,000	\$683,000	0%	\$683,000	0%	\$683,000	0%	\$683,000	0%
East Mechprime IFB	\$1,675,000	\$2,326,250	39%	\$2,326,250	39%	\$2,326,250	39%	\$2,326,250	39%
Funded early (QZAB, 21)	\$6,378,500	\$5,112,786	-20%	\$5,112,786	-20%	\$5,112,786	-20%	\$5,112,786	-20%
Fire Alarms	\$213,900	\$214,425	0%	\$214,425	0%	\$214,425	0%	\$214,425	0%
Garry Berry Locker Room	\$730,000	\$836,000	15%	\$836,000	15%	\$836,000	15%	\$836,000	15%
hardware	\$527,000	\$534,000	1%	\$534,000	1%	\$534,000	1%	\$534,000	1%
HVAC	\$44,000	\$44,000	0%	\$44,000	0%	\$44,000	0%	\$44,000	0%
HVAC Controls	\$853,000	\$950,800	11%	\$950,800	11%	\$950,800	11%	\$950,800	11%
intercoms	\$708,000	\$734,500	4%	\$734,500	4%	\$734,500	4%	\$734,500	4%
irrigation	\$55,000	\$55,000	0%	\$55,000	0%	\$55,000	0%	\$55,000	0%
Kitchen hoods	\$240,000	\$240,000	0%	\$240,000	0%	\$240,000	0%	\$240,000	0%
landscape	\$345,500	\$369,350	7%	\$369,350	7%	\$369,350	7%	\$369,350	7%
Library Alarms	\$200,000	\$210,000	5%	\$210,000	5%	\$210,000	5%	\$210,000	5%
lighting	\$40,000	\$48,000	20%	\$48,000	20%	\$48,000	20%	\$48,000	20%
lockers	\$671,000	\$714,800	7%	\$714,800	7%	\$714,800	7%	\$714,800	7%
modulars	\$460,000	\$460,000	0%	\$460,000	0%	\$460,000	0%	\$460,000	0%
Electrical	\$726,500	\$746,500	3%	\$746,500	3%	\$746,500	3%	\$746,500	3%
painting	\$95,000	\$95,000	0%	\$95,000	0%	\$95,000	0%	\$95,000	0%
playgrounds	\$40,000	\$42,000	5%	\$42,000	5%	\$42,000	5%	\$42,000	5%
plumbing	\$241,000	\$242,500	1%	\$242,500	1%	\$242,500	1%	\$242,500	1%
Ramps	\$3,000	\$3,000	0%	\$3,000	0%	\$3,000	0%	\$3,000	0%
Roofs	\$1,106,800	\$1,109,800	0%	\$1,203,854	9%	\$1,203,854	9%	\$1,203,854	9%
Site Determined Projects	\$5,770,000	\$5,770,000	0%	\$5,770,000	0%	\$5,770,000	0%	\$5,770,000	0%
small General Contractor projects	\$584,000	\$639,700	10%	\$639,700	10%	\$639,700	10%	\$639,700	10%
Technology	\$23,877,000	\$23,877,000	0%	\$23,877,000	0%	\$23,877,000	0%	\$23,877,000	0%
tile floors	\$391,000	\$391,000	0%	\$391,000	0%	\$391,000	0%	\$391,000	0%
Traffic / parking	\$1,234,600	\$1,307,360	6%	\$1,307,360	6%	\$1,307,360	6%	\$1,307,360	6%
Transient Voltage Surge Suppressors	\$86,500	\$89,750	4%	\$89,750	4%	\$89,750	4%	\$89,750	4%
whiteboards	\$355,000	\$366,200	3%	\$366,200	3%	\$366,200	3%	\$366,200	3%
Windows	\$2,348,500	\$2,416,200	3%	\$2,416,200	3%	\$2,416,200	3%	\$2,416,200	3%
wood floors	\$238,500	\$247,400	4%	\$247,400	4%	\$247,400	4%	\$247,400	4%
Boundary Study	\$100,000	\$100,000	0%	\$100,000	0%	\$100,000	0%	\$100,000	0%
Program Management	\$5,059,100	\$5,059,100	0%	\$5,059,100	0%	\$5,059,100	0%	\$5,059,100	0%
Bond Issuance Costs	\$0	\$259,565		\$1,149,238		\$1,149,238		\$1,149,238	
Site Determined Contingency	\$230,000	\$230,000	0%	\$230,000	0%	\$230,000	0%	\$230,000	0%
Program Contingency	\$0	\$2,500,000		\$2,500,000		\$2,500,000		\$2,500,000	

Total Capital Pgm Budget	\$131,700,000	\$142,575,057	\$147,372,356	\$149,955,052	\$150,934,696
Add'l Revenue (Prem. Bonds + Int.)	\$10,875,057	\$4,797,299	\$2,582,697	\$979,644	

Note: Shaded areas indicate planned uses of interest earnings to help offset the most challenging anticipated construction cost increases.

**Appendix C**  
**Citizens Bond Oversight Committee Rules of**  
**Governance**

## **Citizens' Bond Oversight Committee (CBOC)**

### **Rules of Governance**

#### **I Meetings and Schedules:**

- A A regular meeting schedule will be developed quarterly and will be updated at each regular meeting.
- B Special meetings must have at least one week advance notice, and the notice must include the purpose or planned topics.
- C No action (vote taken) shall be taken with a meeting with less than a majority of the committee members (excluding District committee support staff).
- D Meetings will be conducted in accordance with the Colorado Open Records Act.
- E The public is welcome, but this is a working committee and public comment will not normally be taken unless specifically invited.
- F Minutes will be published for each meeting, but will be summary in nature. The minutes will be published and will be approved as part of subsequent meeting agendas.

#### **II Agenda:**

- A CBOC co-chairs are responsible for administering meeting agendas; including establishing the agenda in coordination with the Administration liaison team and conducting the meeting.
- B The agenda should be published at least one week before a regularly scheduled meeting.
- C CBOC members may recommend topics for regular meetings by submitting them in writing (email is fine) to one or both committee co-chairs at least two weeks before a scheduled meeting. Topics that come up after this, or that do not make the agenda may be addressed in "Discussion" if time permits.
- D A vote must be taken to extend a meeting beyond the published time.

#### **III Decisions:**

- A Consensus is the preferred method for reaching decisions, but when consensus cannot be achieved, decisions will be made by a simple majority vote of the members present and voting. Any member of the CBOC may request a show of hands if they feel a consensus decision is not correct.
- B Only CBOC members who have been officially appointed by the BOE as citizen representatives may vote on recommendations, District committee support staff are not voting members.
- C Recommended changes to the Capital Plan and any action requiring BOE action must be voted on.
- D Minority reports to recommendations to the BOE require the support of at least 5 regular voting CBOC members, whose names will be listed in the report.
- E Members may abstain from voting, but must provide a reason for doing so.

#### **IV Membership:**

- A Only the BOE may designate who is an official committee member.
- B The CBOC may make recommendations to the BOE to add members as needed.
- C Members who have missed three consecutive regular meetings, without advanced notice to the co-chairs, are subject to a recommendation for removal from the committee; such removals can only be made by the BOE.
- D Members who miss more than two consecutive meetings, without advising the Co-chairs, will be contacted as to their interest in remaining on the CBOC and reminded of the three missed meeting rule #IV.C above.

#### **V CBOC Leadership:**

- A The role of the CBOC leadership is to run meetings and administer CBOC business.
- B The CBOC leadership (co-chairs) must be a regular CBOC member selected by the CBOC membership for two-year terms and no term limits.
- C CBOC leadership cannot be changed within the term without a 2/3 vote of the CBOC membership.
- D If neither co-chair can attend a meeting, they may appoint an acting chair for that meeting. In the absence of an appointed acting chair, the members at the meeting may select a chair for that meeting by majority vote.

#### **VI Sub-committees:**

- A CBOC co-chairs may appoint sub-committees, as required, and name sub-committee chairmen to investigate areas of need and concern, with the approval of the CBOC general membership.
- C Sub committee's shall report back to the general membership at a regular scheduled meeting of the CBOC.
- D CBOC co-chairs are ad-hoc members of all subcommittees.

#### **VII Conduct:**

- A Committee members commit to abide by the CBOC "Some Basic Rules" (attached).
- B Cell phones shall be turned off or put on silent ring during CBOC meetings.

#### **VIII Changes to These Rules**

- A These rules may be amended, changed or deleted at any regularly scheduled CBOC meeting by a majority vote of the CBOC, provided the proposed changes have been sent to members in advance and are on the agenda for the meeting in question.

**Appendix D**  
**Bond Project Feedback Card**

## Bond Project Feedback Card

**Principals and Building Managers:** D-11's Bond Program Management Team is striving for continuous improvement. We would appreciate your feedback. Please take a moment to *jointly* complete this survey and return to Mike Maloney, Facilities Director / Construction Program Manager.

Bond Project:	Site:
Project Description:	
D-11 Project Manager:	
Project Budget:	Project Completion Date:

Please check the appropriate box and add comments as appropriate.

	5. Completely Satisfied	4. Very Satisfied	3. Satisfied	2. Somewhat Dissatisfied	1. Highly Dissatisfied
1. Were you satisfied with safety measures taken to protect students and staff?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Were you satisfied with efforts made to avoid negatively impacting your instruction?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Were you satisfied with the professionalism of your D-11 Project Manager? (planning, coordinating, communicating, managing the project schedule and budget, overseeing the contractor, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Are you satisfied with the work?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments (Please explain <u>any</u> area of dissatisfaction, or any special commendations):					
Name (Building Manager)	Signature				
Name (Principal)	Signature				