

DRAFT

**Office of Inspector General
Contract Oversight Unit
Contract/Procurement Activities
Quarterly Report for March 31, 2023**

Office of Inspector General
Contract/Procurement Activities
Quarterly Report for March 31, 2023

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**OIG Contract/Procurement Activities
Quarterly Report for March 31, 2023**

Project: Attend Construction Oversight & Review Committee Meeting (CORC)

Completed By: Robert Bliss

Date: 1/12/2023

Activity Type: School Board Advisory Committee Meeting

Activity #: 23-AC-9

Status: Completed

Department/Office: Facilities Management

District Employee POC: David Dolan, Chief of Facilities Management

Meeting Attended: In-Person Virtual Telephonic Recording

Agenda Attached: Yes No N/A

Synopsis of Meeting: The Construction Oversight and Review Committee is advisory to the School Board and assists the Board by oversight and review of, and making recommendations concerning, the work of responsible departments to build quality schools on time and within budget. Part of CORC's responsibility includes the selection process for architects, engineers, and contractors, project budget/cost monitoring, and change order review.

Goal of the Review/Monitoring: As part of the OIG's contract review responsibilities, we regularly attend monthly CORC meetings to observe discussions regarding construction related contracts, and to identify areas of risk for potential OIG reviews/evaluations.

Potential Risks Identified:

1. Approving reimbursement of utility related expenses (AT&T) without sufficient backup documentation.
2. Paying "Overhead and Profit" in accordance with the contract terms.

Commendations Identified: N/A

Recommendations/Observations: N/A

Next Step/Milestone: Consider performing a review of utility related expenses (AT&T); and/or a review of overhead and profit paid to construction managers. Attend the next CORC meeting scheduled for February 9, 2023.

**OIG Contract/Procurement Activities
Quarterly Report for March 31, 2023**

Project: Attend Contract Evaluation Committee Meeting

Completed By: Aida Smith

Meeting Date: 1/18/2023

Activity Type: Procurement-RFP

Activity #: 23-SC-8

Status: Completed

Department/Office: Construction Purchasing

District Employee POC: Nathan Benedict, Construction Purchasing Agent

Estimated Contract Value: \$372,500

Meeting Attended: In-Person Virtual Telephonic Recording

Agenda Attached: Yes No N/A

Synopsis of Contract/Procurement: An Evaluation Committee met to evaluate proposals submitted in response to an advertised Request for Proposal (Bid No. 23C-023B) for Design Services for Facility Renovations and Repairs, Ancillary at Fulton-Holland (Project No. 1881-7100).

Goal of the Review/Monitoring: Observe the contract Evaluation Committee meeting process in an effort to determine compliance with laws, policies and procedures, and scoring criteria stated in the RFP; as well as to promote honesty, integrity, and transparency during the District's procurement and contracting processes.

Issues/Concerns Identified: None

Commendations Identified: N/A

Recommendations/Observations: Meeting/process appeared to be conducted in a manner consistent with the scoring criteria stated in the RFP and established protocols, policies, and procedures.

Next Step/Milestone: The top-ranked firm (REG Architects, Inc.) was recommended for award, and the contract was approved by School Board during its March 29, 2023, meeting.

**OIG Contract/Procurement Activities
Quarterly Report for March 31, 2023**

Project: Attend Contract Evaluation Committee Meeting

Completed By: Aida Smith

Meeting Date: 1/19/2023

Activity Type: Procurement-RFP

Activity #: 23-SC-9

Status: Completed

Department/Office: Construction Purchasing

District Employee POC: Jim Smith, Construction Purchasing Agent

Estimated Contract Value: \$740,004

Meeting Attended: In-Person Virtual Telephonic Recording

Agenda Attached: Yes No N/A

Synopsis of Contract/Procurement: An Evaluation Committee met to evaluate proposals submitted in response to an advertised Request for Proposal (RFP No. 23C-019D) for Design Services for Facility Renovations and Repairs at South Area Intensive – Remodel Building 2 (Project No.: 3046-8468).

Goal of the Review/Monitoring: Observe the contract Evaluation Committee meeting process in an effort to determine compliance with laws, policies and procedures, and scoring criteria stated in the RFP; as well as to promote honesty, integrity, and transparency during the District’s procurement and contracting processes.

Issues/Concerns Identified: None

Commendations Identified: N/A

Recommendations/Observations: Meeting/process appeared to be conducted in a manner consistent with the scoring criteria stated in the RFP and established protocols, policies, and procedures.

Next Step/Milestone: The top-ranked firm (Song & Associates, Inc.) was recommended for award, and the contract was approved by the School Board during its March 29, 2023, meeting.

**OIG Contract/Procurement Activities
Quarterly Report for March 31, 2023**

Project: Attend Contract Evaluation Committee Meeting

Completed By: Aida Smith

Date: 1/26/2023

Activity Type: Procurement-RFP

Activity #: 23-SC-10

Status: Completed

Department/Office: Construction Purchasing

District Employee POC: James Smith, Construction Purchasing Agent

Estimated Contract Value: \$282,500

Meeting Attended: In-Person Virtual Telephonic Recording

Agenda Attached: Yes No N/A

Synopsis of Contract/Procurement: An Evaluation Committee met to evaluate proposals submitted in response to an advertised Request for Proposal (Bid No. 23C-025S) for Design Services for Facility Renovations and Repairs at Lantana Middle School (Project No.: 0761-7100).

Goal of the Review/Monitoring: Observe the contract Evaluation Committee meeting process in an effort to determine compliance with laws, policies and procedures, and scoring criteria stated in the RFP; as well as to promote honesty, integrity, and transparency during the District's procurement and contracting processes.

Issues/Concerns Identified: None

Commendations Identified: N/A

Recommendations/Observations: Meeting/process appeared to be conducted in a manner consistent with the scoring criteria stated in the RFP and established protocols, policies, and procedures.

Next Step/Milestone: The top-ranked firm (REG Architects, Inc.) was recommended for award, and the contract was approved by the School Board during its March 29, 2023, meeting.

OIG Contract/Procurement Activities
Quarterly Report for March 31, 2023

Project: Attend Construction Oversight & Review Committee Meeting (CORC)

Completed By: Robert Bliss

Date: 2/9/2023

Activity Type: School Board Advisory Committee Meeting

Activity #: 23-AC-10

Status: Completed

Department/Office: Facilities Management

District Employee POC: David Dolan, Chief of Facilities Management

Meeting Attended: In-Person Virtual Telephonic Recording

Agenda Attached: Yes No N/A

Synopsis of Meeting: The Construction Oversight and Review Committee is advisory to the School Board and assists the Board by oversight and review of, and making recommendations concerning, the work of responsible departments to build quality schools on time and within budget. Part of CORC's responsibility includes the selection process for architects, engineers, and contractors, project budget/cost monitoring, and change order review.

Goal of the Review/Monitoring: As part of the OIG's contract review responsibilities, we regularly attend monthly CORC meetings to observe discussions regarding construction related contracts, and to identify areas of risk for potential OIG reviews/evaluations.

Potential Risks Identified: None

Commendations Identified: N/A

Recommendations/Observations: N/A

Next Step/Milestone: Attend the next CORC meeting scheduled for March 23, 2023.

**OIG Contract/Procurement Activities
Quarterly Report for March 31, 2023**

Completed By: Robert Bliss

Meeting Date: 3/28/2023

Activity Type: Procurement-RFP

Activity #: 23-SC-13

Status: Completed

Department/Office: Construction Purchasing

District Employee POC: Debra Hammerschlag, Purchasing Agent

Estimated Contract Value: \$4,000,000

Meeting Attended: In-Person Virtual Telephonic Recording

Agenda Attached: Yes No N/A

Synopsis of Contract/Procurement: An Evaluation Committee met to evaluate proposals submitted in response to an advertised Request for Proposal (RFP No. 23C-028V) for Indoor Air Quality and Infectious Disease Services.

Goal of the Review/Monitoring: Observe the contract Evaluation Committee meeting process in an effort to determine compliance with laws, policies and procedures, and scoring criteria stated in the RFP; as well as to promote honesty, integrity, and transparency during the District's procurement and contracting processes.

Issues/Concerns Identified: None

Commendations Identified: N/A

Recommendations/Observations: Meeting/process appeared to be conducted in a manner consistent with the evaluation criteria stated in the RFP and established protocols, policies, and procedures.

Next Step/Milestone: The proposals that received a score of 70 or more points by the Evaluation Committee will be recommended for award.

**OIG Contract/Procurement Activities
Quarterly Report for March 31, 2023**

Project: Procurement Review: Fingerprinting and Background Check Services

Completed By: Aida Smith

Scope of Review: 1/1/2018 **To:** 7/31/2022

Activity Type: Procurement Review

Activity #: 23-R-2

Status: Complete

Department/Office: Purchasing Department

District Employee POC: Darci Garbacz, Director of Purchasing

Estimated Contract Value: N/A (Multiple contracts and purchase orders)

Synopsis of Contract: On March 23, 2022, the School District entered into an alternative source contract with Fieldprint, Inc. to provide Fingerprinting and Background Check Services for employee applicants, vendors, and other persons. The contract was “piggybacked” off of a contract the vendor had with the School Board of Broward County.

Goal of the Review: The primary objective of this review is to assess the adequacy of the procurement and contract award processes utilized.

Issues/Concerns Identified:

1. Written procedures related to seeking and obtaining input from the Office of Diversity in Business Practices prior to awarding the piggyback contract were not followed.
2. In 2019 and 2020, certain Fingerprinting Services were not competitively bid, although the anticipated annual spend for the services exceeded the \$50,000 monetary threshold established by Florida Administrative Code that requires a competitive solicitation.

Commendations Identified: N/A

Recommendations:

1. Purchasing staff should continue to strive to collaborate with, and obtain input from, the Office of Diversity in Business Practices prior to entering into piggyback contracts.
2. The Director of Purchasing should remind staff of the competitive solicitation requirements established by **Florida Administrative Code 6A-1.012 Purchasing Policies**, and adhere to those requirements.

Next Step/Milestone: The draft report was presented to the Audit Committee during its January 17, 2023, meeting; and the final report was presented to the School Board during its March 29, 2023, meeting.

OIG Contract/Procurement Activities
Quarterly Report for March 31, 2023

Project: Review of Subcontractor Default Insurance (SDI) purchased by Construction Managers

Completed By: Aida Smith

Scope of Review: 1/1/2019 **To:** 12/31/2022

Activity Type: Contract Review

Activity #: 22-R-3

Status: In Progress

Department/Office: Facilities Management

District Employee POC: David Dolan, Chief of Facilities Management

Estimated Contract Value: N/A (Multiple construction contracts)

Synopsis of Contract: During a prior Contract Review performed by our Office, we noted a construction manager was reimbursed \$424,858 for purchasing SDI insurance, but there was not sufficient backup documentation to support the expense. Our inquiries resulted in the construction manager reimbursing the District \$73,155 for an overbilling. We engaged this project in an effort to determine if the previously identified SDI insurance related issues were isolated to one contract, or more systemic.

Goal of the Review: The primary objective of this review is to determine whether SDI insurance was required for construction projects, and whether the amounts billed were accurate.

Issues/Concerns Identified: To be determined.

Commendations Identified: To be determined.

Recommendations: To be determined.

Next Step/Milestone: Complete fieldwork.

Attachments to Quarterly Report for March 31, 2023
(Agendas of Meetings Attended)



CONSTRUCTION OVERSIGHT & REVIEW COMMITTEE



NORTH COUNTY SUPPORT CENTER
3661 INTERSTATE PARK ROAD NORTH, RIVIERA BEACH FL 33404
Conference Room 129
AGENDA JANUARY 12, 2023
9:00AM TO 11:30AM

Item #	Item/Issue	Presenter	Objective
1.00	Call to Order/Attendance	Porter	Call to Order/Attendance
	Attendance		
	Chairman's Report	Porter	Opening announcements by the Chair. Approve agenda.
	Conflict of Interest Statements/ Lobbyist discussion disclosures		Conflict of Interest statements to be presented and read into the minutes
	CORC Report	Doctor	Report to Board
	Staff Updates		
2.00	Public Comments	Porter	
3.00	Board Agenda Items		
	Consent Agenda	Porter	Identify relevant Board agenda items to pull for discussion.
	Facilities Construction	Dolan/Staff	Review item (s) pulled for discussion
	Purchasing Construction	Garbacz/Myers	Review item (s) pulled for discussion
4.00	Discussion Items - Set		
	In-Progress FCA Work Update	Dolan/Staff	Photos and Data on In-Progress Work
	Follow Up	Banaszewski	Follow Up
5.00	Discussion Items - Updates/New		
6.01	Approval of Minutes	Porter	Approve minutes of previous meeting(s).
7.00	Review and Set Agenda	Porter	Review key decisions and commitments and set agenda for the next meeting.
8.00	Adjourn	Porter	Close
9.00	Meeting Documents/Policies		Meeting Handouts – Items/Policies relevant to meeting agenda.
10.00	Links		See web agenda
11.00	Audio		Added after meeting



CORC Agenda Summary



January 12, 2023	Pulled by:	Board Item:	Recommended Action:
Facilities Construction			
		FC1 Contingency Use and Change Order Report	I recommend the Board receive and accept the Monthly Construction Contingency Use and Change Order reports as submitted.
		FC2 Wellington HS Facility Renovations	I recommend the School Board approve Construction Change Order #8 for a credit of (\$458,231.63) from Proctor Construction and the addition of 126 non-compensable calendar days for the Wellington High School Facility Renovations Project and approve the final payment.
		FC3 Grove Park Elementary School Modernization	I recommend the School Board approve Architect Contingency Use Authorization #005 in the amount of \$196,000 to Zyscovich Architects for the Grove Park Elementary School Modernization project.
Purchasing Construction			
		PC1 Prequalifications	I recommend the Board approve the new and renewal of Prequalified Vendors, as identified in the attachments, to participate in solicitations for construction projects estimated at \$300,000 or more.

		PC2 Consultant for Building Code Inspection Services on Continuing Contracts	I recommend the Board approve the Third Amendment for renewal of the Consultant for Building Code Inspection Services on Continuing Contract; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.
		PC3 Design Services for Boynton Beach Community High School – Facility Renovations and Repairs	I recommend the Board approve the RFP and associated Contract with REG Architects, Inc., for Design Services for Boynton Beach Community High School – Facility Renovations and Repairs; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.
		PC4 Construction Management at Risk Services – Roosevelt Community Middle School - Facility Renovations and Repairs	I recommend the Board approve the RFP and associated Contract with Lego Construction Co. for Construction Management at Risk Services for Roosevelt Community Middle School - Facility Renovations and Repairs; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.
		PC5 Construction Management at Risk Services – Inlet Grove Community High School - Facility Renovations and Repairs	I recommend the Board approve the RFP and associated Contract with State Contracting & Engineering Corp. for Construction Management at Risk Services for Inlet Grove Community High School - Facility Renovations and Repairs/Remodel; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.
		PC6 Construction Management at Risk Services – North Technical Education Center/Riviera Beach Preparatory and Achievement Academy – Facility Renovations and Repairs / Modernization	I recommend the Board approve the RFP and associated Contract with Kaufman Lynn Construction, Inc. for Construction Management at Risk Services for North Technical Education Center/Riviera Beach Preparatory and Achievement Academy – Facility Renovations and Repairs / Modernization; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.
		PC7 Construction Management at Risk Services for Wynnebrook Elementary School – Modernization	I recommend the Board approve the First Amendment to the Contract with Hedrick Brothers Construction Company, Inc., for Construction Management Services for Wynnebrook Elementary School – Modernization; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.

		PC8 Construction Management at Risk Services for Pine Grove Elementary School – Modernization	I recommend the Board approve the First Amendment to the Contract with The Weitz Company, LLC, for Construction Management Services for Pine Grove Elementary School - Modernization; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.
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CONSTRUCTION PURCHASING DEPARTMENT

RFP NO. 23C-023B

DESIGN SERVICES FOR FACILITY RENOVATIONS AND REPAIRS

ANCILLARY AT FULTON - HOLLAND

EVALUATION COMMITTEE MEETING

AGENDA

JANUARY 18 , 2023

9:00 A.M.

NCSC

1st Floor Conference Room

- Call to Order
- Record Public Attendance
- Confirm Presence of Quorum - Committee Members
- Instructions to Committee
- Discussion of Proposals
- Public Comments
- Tabulation of Scoring from Committee Members
- Announce Selected Firms
- Adjournment



CONSTRUCTION PURCHASING DEPARTMENT

RFP NO. 23C-019D

DESIGN SERVICES FOR FACILITY RENOVATIONS AND REPAIRS

**SOUTH AREA INTENSIVE – REMODEL
BUILDING 2**

EVALUATION COMMITTEE MEETING

AGENDA

JANUARY 19 , 2023

1:00 P.M.

NCSC

1st Floor Conference Room

- Call to Order
- Record Public Attendance
- Confirm Presence of Quorum - Committee Members
- Instructions to Committee
- Discussion of Proposals
- Public Comments
- Tabulation of Scoring from Committee Members
- Announce Selected Firms
- Adjournment



CONSTRUCTION PURCHASING DEPARTMENT

RFP NO. 23C-025S

DESIGN SERVICES FOR FACILITY RENOVATIONS AND REPAIRS

LANTANA MIDDLE SCHOOL

EVALUATION COMMITTEE MEETING

AGENDA

JANUARY 26, 2023

1:00 P.M.

NCSC

1st Floor Conference Room

- Call to Order
- Record Public Attendance
- Confirm Presence of Quorum - Committee Members
- Instructions to Committee
- Discussion of Proposals
- Public Comments
- Tabulation of Scoring from Committee Members
- Announce Selected Firms
- Adjournment



CONSTRUCTION OVERSIGHT & REVIEW COMMITTEE



NORTH COUNTY SUPPORT CENTER
3661 INTERSTATE PARK ROAD NORTH, RIVIERA BEACH FL 33404
Conference Room 129
AGENDA FEBRUARY 9, 2023
9:00AM TO 11:30AM

Item #	Item/Issue	Presenter	Objective
1.00	Call to Order/Attendance	Porter	Call to Order/Attendance
	Attendance		
	Chairman's Report	Porter	Opening announcements by the Chair. Approve agenda.
	Conflict of Interest Statements/ Lobbyist discussion disclosures		Conflict of Interest statements to be presented and read into the minutes
	CORC Report	Doctor	Report to Board
	Staff Updates		
2.00	Public Comments	Porter	
3.00	Board Agenda Items		
	Consent Agenda	Porter	Identify relevant Board agenda items to pull for discussion.
	Facilities Construction	Dolan/Staff	Review item (s) pulled for discussion
	Purchasing Construction	Garbacz/Myers	Review item (s) pulled for discussion
4.00	Discussion Items - Set		
	In-Progress FCA Work Update	Dolan/Staff	Photos and Data on In-Progress Work
	Follow Up	Banaszewski	Follow Up
5.00	Discussion Items – Updates/New		
6.01	Approval of Minutes	Porter	Approve minutes of previous meeting(s).
7.00	Review and Set Agenda	Porter	Review key decisions and commitments and set agenda for the next meeting.
8.00	Adjourn	Porter	Close
9.00	Meeting Documents/Policies		Meeting Handouts – Items/Policies relevant to meeting agenda.
10.00	Links		See web agenda
11.00	Audio		Added after meeting



CORC Agenda Summary



February 9, 2023	Pulled by:	Board Item:	Recommended Action:
Facilities Construction			
		FC1 Contingency Use and Change Order Report	I recommend the Board receive and accept the Monthly Construction Contingency Use and Change Order reports as submitted.
		FC2 Indian Pines ES Facility Renovations	I recommend the School Board approve Construction Change Order #2 for a credit of (\$434,474.77) from Gilbane Building Co. for the Indian Pines Elementary School Facility Renovations Project and approve final payment.
		FC3 Starlight Cove ES Facility Renovations	I recommend the School Board approve Construction Change Order #4 for \$1,601,660.00 for additional Construction Management at Risk services for the Starlight Cove Elementary School Facility Renovations Project.
Purchasing Construction			
		PC1 Prequalifications	I recommend the Board approve the new and renewal of Prequalified Vendors, as identified in the attachments, to participate in solicitations for construction projects estimated at \$300,000 or more.
		PC2 Construction Management at Risk Services – Boynton Beach Community High School - Facility Renovations and Repairs	I recommend the Board approve the RFP and associated Contract with Lego Construction Co. for Construction Management at Risk Services for Boynton Beach Community High School - Facility Renovations and Repairs; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.

		PC3 Construction Management at Risk Services for Omni Middle School – Facility Renovations and Repairs	I recommend the Board approve the First Amendment to the Contract with State Contracting & Engineering Corporation for Construction Management Services for Omni Middle School – Facility Renovations and Repairs; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.
		PC4 Construction Management at Risk Services for Whispering Pines Elementary School – Facility Renovations and Repairs	I recommend the Board approve the First Amendment to the Contract with State Contracting & Engineering Corporation for Construction Management Services for Whispering Pines Elementary School – Facility Renovations and Repairs; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.
		PC5 Construction Management at Risk Services for Waters Edge Elementary School – Facility Renovations and Repairs	I recommend the Board approve the First Amendment to the Contract with Cooper Construction Management and Consulting, Inc. for Construction Management Services for Waters Edge Elementary School – Facility Renovations and Repairs; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.
		PC6 Construction Management at Risk Services for Pahokee Middle-Senior High School – Facility Renovations and Repairs	I recommend the Board approve the First Amendment to the Contract with Lego Construction Co. for Construction Management Services for Pahokee Middle-Senior High School – Facility Renovations and Repairs; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.



CONSTRUCTION PURCHASING DEPARTMENT

RFP NO. 23C-026S

CM AT RISK SERVICES FOR FACILITY RENOVATIONS AND REPAIRS

LANTANA MIDDLE SCHOOL

EVALUATION COMMITTEE MEETING

AGENDA

FEBRUARY 16, 2023

9:00 A.M.

NCSC

1st Floor Conference Room

- Call to Order
- Record Public Attendance
- Confirm Presence of Quorum - Committee Members
- Instructions to Committee
- Discussion of Proposals
- Public Comments
- Tabulation of Scoring from Committee Members
- Announce Selected Firms
- Adjournment



CONSTRUCTION PURCHASING DEPARTMENT

RFP NO. 23C-022D

CONSTRUCTION MANAGEMENT SERVICES FOR FACILITY RENOVATIONS AND REPAIRS

MANATEE ELEMENTARY SCHOOL

EVALUATION COMMITTEE MEETING

AGENDA

MARCH 8, 2023

9:00 A.M.

NCSC

1st Floor Conference Room

- Call to Order
- Record Public Attendance
- Confirm Presence of Quorum - Committee Members
- Instructions to Committee
- Discussion of Proposals
- Public Comments
- Tabulation of Scoring from Committee Members
- Announce Selected Firms
- Adjournment



CONSTRUCTION OVERSIGHT & REVIEW COMMITTEE



NORTH COUNTY SUPPORT CENTER
3661 INTERSTATE PARK ROAD NORTH, RIVIERA BEACH FL 33404
Conference Room 129
AGENDA MARCH 23, 2023
9:00AM TO 11:30AM

Item #	Item/Issue	Presenter	Objective
1.00	Call to Order/Attendance	Porter	Call to Order/Attendance
	Attendance		
	Chairman's Report	Porter	Opening announcements by the Chair. Approve agenda.
	Conflict of Interest Statements/ Lobbyist discussion disclosures		Conflict of Interest statements to be presented and read into the minutes
	CORC Report	Doctor	Report to Board
	Staff Updates		
2.00	Public Comments	Porter	
3.00	Board Agenda Items		
	Consent Agenda	Porter	Identify relevant Board agenda items to pull for discussion.
	Facilities Construction	Dolan/Staff	Review item (s) pulled for discussion
	Purchasing Construction	Garbacz/Myers	Review item (s) pulled for discussion
4.00	Discussion Items - Set		
	In-Progress FCA Work Update	Dolan/Staff	Photos and Data on In-Progress Work
	Follow Up	Banaszewski	Follow Up-New Follow Up Items
5.00	Discussion Items - Updates/New		
5.01	Office of Diversity	Dolan/Staff	Presentation and discussion with the Office of Diversity
5.02	Date of Next CORC Meeting	Banaszewski	Scheduled for April 13, 2023
6.01	Approval of Minutes	Porter	Approve minutes of previous meeting(s).
7.00	Review and Set Agenda	Porter	Review key decisions and commitments and set agenda for the next meeting.
8.00	Adjourn	Porter	Close
9.00	Meeting Documents/Policies		Meeting Handouts – Items/Policies relevant to meeting agenda.
10.00	Links		See web agenda
11.00	Audio		Added after meeting



CORC Agenda Summary



March 23, 2023	Pulled by:	Board Item:	Recommended Action:
Facilities Construction			
		FC1 Contingency Use and Change Order Report	I recommend the Board receive and accept the Monthly Construction Contingency Use and Change Order reports as submitted.
		FC2 Dr. Joaquin Garcia HS (New High School 03-000)	I recommend the School Board approve Project Modifications in the net amount of \$15,284.52 to Pirtle Construction Co. for the Dr. Joaquin Garcia HS (New High School 03-000) project.
		FC3 West Tech Education Center Facility Remode	I recommend the School Board approve Project Modifications for credit in the net amount of (\$17,151.47) from State Contracting and Engineering Corp. for the West Tech Education Center Facility Remodel project
		FC4 Coral Sunset ES Facility Renovation Project	I recommend the School Board approve Construction Change Order #1 in the amount of \$1,614,090.00 to Proctor Construction Co. for the Coral Sunset Elementary School – Facility Renovation Project.
		FC5 Annual FISH Certification	I recommend the Board approve the annual Florida Inventory of School Houses (FISH) Certification of Facilities Data and authorize the Chief Operating Officer, Superintendent, and Board Chair to finalize and sign the necessary document.
		FC6 Florida Department of State African American Historical and Cultural Grant	I recommend the Board approve the receipt of the African American Historical and Cultural Grant, effective July 1, 2021, through June 30, 2023; approve any no-cost extensions as applicable; and, authorize the Chairman and

			Superintendent or designee to sign all documents and contracts related to the grants.
		FC7 Budget Increase to Fulton Holland School Police Renovation Project	I recommend the School Board approve a budget increase for the Fulton Holland School Police renovation project.
Purchasing Construction			
		PC1 Prequalifications	I recommend the Board approve the new and renewal of Prequalified Vendors, as identified in the attachments, to participate in solicitations for construction projects estimated at \$300,000 or more.
		PC2 Design Services for South Area Intensive – Remodel Building 2 – Facility Renovations and Repairs	I recommend the Board approve the RFP and associated Contract with Song & Associates, Inc., for Design Services for South Area Intensive – Remodel Building 2 – Facility Renovations and Repairs; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.
		PC3 Design Services for Manatee Elementary School – Facility Renovations and Repairs	I recommend the Board approve the RFP and associated Contract with REG Architects, Inc., for Design Services for Manatee Elementary School; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.
		PC4 Design Services for Ancillary at Fulton - Holland – Facility Renovations and Repairs	I recommend the Board approve the RFP and associated Contract with REG Architects, Inc., for Design Services for Ancillary at Fulton - Holland – Facility Renovations and Repairs; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.
		PC5 Design Services for Lantana Community Middle School – Facility Renovations and Repairs	I recommend the Board approve the RFP and associated Contract with REG Architects, Inc., for Design Services for Lantana Community Middle School – Facility Renovations and Repairs; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.
		PC6 Construction Management at Risk Services – South Area Intensive – Remodel Building 2 - Facility Renovations and Repairs	I recommend the Board approve the RFP and associated Contract with Proctor Construction Company, LLC for Construction Management at Risk Services for South Area Intensive – Remodel Building 2 - Facility Renovations and Repairs; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.

		PC7 Construction Management at Risk Services for Sandpiper Shores Elementary School – Facility Renovations and Repairs	I recommend the Board approve the First Amendment to the Contract with Cooper Construction Management & Consulting, Inc. for Construction Management Services for Sandpiper Shores Elementary School; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.
		PC8 Construction Management at Risk Services for Pine Grove Elementary – Modernization	I recommend the Board approve the Second Amendment to the Contract with The Weitz Company, LLC, for Construction Management Services for Pine Grove Elementary – Modernization; and authorize the Superintendent and Board Chair to finalize and sign all necessary documents.