

Henderson County Schools

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<http://www.hendersonschools.net>



To: Dr. Thomas L. Richey, Superintendent
and School Board Members

cc: James Taylor, Director of Maintenance
Kim Marshall, HCHS Principal
Victor Doty, CTE Director/ Assistant Principal
Nami Nahid, WBW Engineering
Jim Ivy, RBS Design Group

From: Walt Spencer, Assistant Superintendent of Finance

Date: January 13, 2011

Subject: BG1 – Henderson County High HVAC Replacement Units

You will find attached a BG-1 form for your review and approval. This BG-1 is for the replacement of 10 large multi-zone HVAC units that serve the CTE wing and the Green unit wing. The current units are failing and we are unable to purchase repair parts for these obsolete roof-top units (RTU). Mr. Nami Nahid, a professional engineer at WBW Engineering has evaluated these HVAC systems and has provided the cost estimates for the replacement system. The new system will include duct work installation for return air ventilation; make up air unit for the CTE welding classroom, and the replacement of corridor lighting and ceiling tile in both wings where the return air ducts will be installed. James Taylor and our maintenance staff have been involved in this project and are in agreement with the recommended solution.

Although WBW has prepared the initial design and cost estimates, they have not been awarded a contract for this project. We will advertise for architectural and engineering services in the next few weeks and submit proposal and if desired, schedule school board presentations, for your consideration and approval. We have discussed this project with David Bryant at the Division of Facilities Management at KDE. He is fully aware of our needs for this project and the tight timeline for completion prior to the start of school next year and will expedite the approval process in Frankfort. He has advised that we must have an architect involved in this project in addition to the engineering services. We will likely request RFP's in the next one to two weeks and schedule a special called board meeting for the school board to review the proposals received and select the Architect & Engineer for this project. Because of the time required for the completion of design documents and lead-times for actual delivery of the equipment required, we need to move quickly to be able to schedule installation this summer. We may be restricted to only completing one

section this summer and finishing the remaining school unit at a later date. This will need to be determined after the board has awarded a contract for the professional architectural and engineering services.

We plan to sell bonds to finance this project. These bonds cannot be sold until the final bids are awarded for all portions of this project. If we have a split bid and installation schedule, we will use building fund cash for the initial phase which would be replaced when the bonds are sold for the full project cost. We have discussed this with David Bryant at KDE and Joe Nance at Ross, Sinclair and Associates and both parties are in agreement with this approach. With the low interest rates currently available on bond issues and the budget uncertainty at the State of Kentucky, we want to bond this project to take advantage of these low interest rates and to retain our cash balances, which may be needed to help us through the tight budget times. The estimated costs for this project are attached in a spreadsheet with a breakdown for each unit of the school and are summarized on the BG-1 form, and are also summarized below:

Construction & Installation	\$1,364,400
Architect/Engineering fees	\$ 115,974
Bond Discount	\$ 32,000
Fiscal Agent Fee	\$ 17,000
Contingency (5%)	\$ 68,220
Printing / Permits	\$ 9,966
Bank & Bond Rating Fees	\$ 6,380
Total Cost Estimates	\$1,613,940

This project was included on our District Facility Plan, which will help in the approval process in Frankfort. We do have sufficient bonding capacity to finance this project and do have cash available to start the CTE phase of this project prior to a bond sale if that is needed. The architect and engineering fees are estimated based on KDE's A&E fee schedule at 8.5% which includes a 25% increase factor for a remodel project. The actual A&E fees will be determined by the school board when a selection is made and a contract is signed. We assume we would receive proposals at a lower fee. If this BG-1 is approved, we will forward these documents to KDE for approval and will start the request for proposal (RFP) process immediately for the Architectural and Engineering services. Mr. Nami Nahid (WBW Engineering) will be at the board meeting to discuss this project and will answer any questions you may have concerning the details of this project as currently estimated.

Attachments

**Henderson County Schools
HCHS CTE & Green Unit HVAC**

	Description	Factor	CTE	Green Unit	Combined	Total
1.) Construction	Mobilization		\$4,000	\$4,500		\$8,500
	Demolition		\$6,500	\$18,000		\$24,500
	(1) 20 ton RTU		\$65,000			\$65,000
	(1) 25 ton RTU		\$69,000			\$69,000
	(8) 35 ton RTU			\$645,000		\$645,000
	(1) MUA unit		\$12,000			\$12,000
	Misc. Equipment		\$8,900	\$42,000		\$50,900
	Installation		\$41,000	\$231,000		\$272,000
	Insulation		\$3,200	\$18,000		\$21,200
	Controls		\$13,500	\$48,000		\$61,500
	Electrical Modification		\$12,200	\$41,000		\$53,200
	Coridor Lighting		\$8,900	\$28,000		\$36,900
	Test & Balance		\$3,000	\$16,000		\$19,000
	Ceiling		\$7,200	\$18,500		\$25,700
6.)	Contingency	5.0%	\$12,720	\$55,500		\$68,220
2.)	A/E Fee KDE Guidline	8.500%			\$115,974	\$115,974
4.)	Bond Discount				\$32,000	\$32,000
5.)	Fiscal Agent Fee				\$17,000	\$17,000
11.)	Printing & Permits				\$9,966	\$9,966
12.)	Bank & Rating Fee				\$6,380	\$6,380
						\$0
	Totals		\$267,120	\$1,165,500	\$181,320	\$1,613,940

BG-1 Totals					
1.) CONSTRUCTION		\$254,400	\$1,110,000	\$0	\$1,364,400
2.) A/E Fee	8.500%	\$0	\$0	\$115,974	\$115,974
4.) Bond Discount				\$32,000	\$32,000
5.) Fiscal Agent Fee				\$17,000	\$17,000
6.) Contingency	5.0%	\$12,720	\$55,500	\$0	\$68,220
11.) Printing/Permits	0.73%			\$9,966	\$9,966
12.) Bank & Rating Fee				\$6,380	\$6,380
BG-1 Totals		\$267,120	\$1,165,500	\$181,320	\$1,613,940

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-1, 2008
Project Application Form
702 KAR 4:160

Emergency ☐

District: Henderson County District Code: 251 Facility Name: Henderson County High School School Code: 060

Grade Level Served: 9-12 Current Student Capacity: 2,500 District Organization Plan: PS-5, 6-8, 9-12

1. DESCRIPTION AND SCOPE OF PROPOSED PROJECT

A. Check and complete the applicable items:

1. ☐ New Building
2. ☐ Addition
3. ☒ Renovation or Alteration (Describe) HVAC Upgrade & Corridor lighting upgrade for energy efficiency
4. ☐ Relocatable Classroom. Number _____ Size _____
5. ☐ Equipment/Furnishings Procurement (Describe) _____
6. ☐ Other (Describe) _____
7. ☐ Site (Complete the Following)
 - a. Site Acquisition N/A Expansion _____ Number of Acres _____
 - b. A site has been acquired in accordance with 702 KAR 4:050 regulations _____
 - c. Location _____
 - d. Proposed site currently owned by District (Y) (N) Yes

B. Compliance with 702 KAR 4:180 and 702 KAR 4:160

This application is being submitted for (refer to current District Facility Plan):

1. Priority Category: 2C3
2. Discretionary Item Number: _____
3. Minor project not listed on Facility Plan: _____

If none of the above apply, your District Facility Plan will need to be amended.

C. Provide a complete narrative of the proposed project.

Replacement of 10 large multizone HVAC rooftop units (RTU) with new custom made units. Duct work will be modified to include return air ducted to new units. All air devices will be replaced. Corridor ceiling will be repaced and corridor lighting will be upgraded to improve energy efficiency. Replacement HVAC units will be integrated into existing HVAC building control system.

D. Proposed work related to the project but excluded from the scope of this BG1: _____

Local board order authorizing project and narrative justification must be attached.

E. Program Space Square Footage

Complete for new facilities, additions and renovations.

New Facility:

_____ Preschool _____ Elementary _____ Middle X High _____ Alternative Center

Additions or Renovations: (Please mark "R" after total program square footage entered if renovation.)

<u>Number</u>	<u>Total Net Program Sq. Ft.</u>	<u>Number</u>	<u>Total Net Program Sq. Ft.</u>
Instructional:		Support Space:	
_____ Preschool Classroom (P)	_____	_____ General Office (GO)	_____
_____ Elementary Classroom (E)	_____	_____ Staff Office (SO)	_____
_____ Middle/High Classroom (MH)	_____	_____ Administrative Area (AD)	_____
_____ Special Education/FMD	_____	_____ Guidance Office (GUO)	_____
_____ (Self-Contained) (SE)	_____	_____ Guidance Reception (GUR)	_____
_____ Resource - Elementary (ER)	_____	_____ Custodial Receiving (CR)	_____
_____ Resource - Middle/High (MHR)	_____	_____ Site Based Office (SBO)	_____
_____ Art - Elementary (ARE)	_____	_____ Site Based Conference (SBC)	_____
_____ Art - Middle/High (AR)	_____	_____ Family Resource Area (FRA)	_____
_____ Band (BA)	_____	_____ First Aid with Toilet (FA)	_____
_____ Vocal Music (MUV)	_____	_____ Records Room (RR)	_____
_____ Music (MUE)	_____	_____ Workroom (WR)	_____
_____ Computer (Elementary) (COE)	_____	_____ Kitchen (K)	_____
_____ Computer - Middle (COM)	_____	_____ Cafeteria (C) (Multi-Purpose)	_____
_____ Computer - High (COH)	_____	_____ Mechanical Room (MR)	_____
_____ Science Classroom (SCR)	_____		
_____ Science Lecture Lab (SCL)	_____	Other:	
_____ Auditorium (AU)	_____		
_____ Business Education	_____	_____ Bay Bus Garage (BU)	_____
_____ Computer Lab (BEL)	_____	_____ Central Office (CO)	_____
_____ Pathways to Careers (PC)	_____	_____ Board Room (BR)	_____
_____ Marketing Education 1 Lab (ME)	_____	_____ Central Storage Facility (CSF)	_____
_____ Fam. & Consumer Sciences (FCS)	_____		
_____ Industrial Technology (IT)	_____	_____ Other _____ Prof. Dev. Center	_____
_____ Drafting (DRF)	_____	_____ Other _____ Staff Lounge	_____
_____ Other _____	_____	_____ Other _____	_____
_____ Other _____	_____		
_____ Other _____	_____		
_____ Other _____	_____		
_____ Other _____	_____		

TOTAL NET PROGRAM SPACE _____

For Phased Projects:	
Estimated Total Net Program Square Footage (include all Phases)	_____
Estimated Total Construction Cost (Include all Phases)	_____
Estimated Contract Date of Final Phase	_____
This BG-1 is for Phase _____ of _____ Phases	

Local board order authorizing project and narrative justification must be attached.

SCHOOL DISTRICT: Hendeson County Initial: X Revised: _____ BG# _____

(High School HVAC CTE Wing & Green Unit Wing)

II. PROPOSED PLAN TO FINANCE APPLICATION

A. Statement of Probable Costs:

1. Total Construction Cost	\$1,364,400
2. Architect/Engineer Fee	\$115,974
3. Construction Manager Fee	\$0
4. Bond Discount	\$32,000
5. Fiscal Agent Fee	\$17,000
6. Contingencies	\$68,220
7. Site Acquisition	
8. Equipment/Furnishings	
9. Equipment/Computers	
10. Technology Network Sys. (KETS)	
11. Other* Printing & Permits	\$9,966
12. Other* Bank & Rating Fee	\$6,380
13. Other*	
14. Other*	
15. Other*	
16. Other*	
Total Estimated Cost	\$1,613,940

*Define

B. Funds Available:

1. SFCC Cash Requirement	
2. SFCC Bond Req.	
3. SFCC Bond Sale	
4. Local Bond Sale	\$1,613,940
5. Cash - General Fund	
6. Cash - Capital Outlay	
7. Cash - Building Fund	
8. Cash - Investment Earnings	
9. KETS	
10. Other	
11. Other	
12. Other	
13. Other	
14. Other	
15. Other	
16. Other	
Total Funds Available	\$1,613,940

THE ABOVE INFORMATION IS A STATEMENT OF PROBABLE COST AND FUNDS AVAILABLE AND IS REQUIRED TO BE REVISED TO CORRESPOND TO ACTUAL BIDS RECEIVED PRIOR TO THE SIGNING OF CONSTRUCTION CONTRACTS.

stated funds are available and designated for this project during this fiscal year.

_____	Superintendent	_____	Date
_____	Finance Officer	_____	Date
_____	Chairman	_____	Date

ORIGINAL SIGNATURES REQUIRED

NOTE: Any district anticipating the financing of this and/or other projects in a combined school revenue Bond should discuss the financing with the Director/Branch Manager, Division of District Operations.

TO BE COMPLETED ON INITIAL APPLICATION:

This building project application is approved by the Division of Facilities Management indicating compliance with current Facility Plan or minor project under 702 KAR 4:180.

Comments: _____

Director/Branch Manager, Facilities Management

Date: _____

TO BE COMPLETED ON INITIAL & REVISED APPLICATION:

Tentative financial approval based upon information provided to this office in support of projected cost.

Comments: _____

Director/Branch Manager, Division of District Operations

Date: _____

TO BE COMPLETED ON INITIAL APPLICATION:

This building project application is hereby approved according to the conditions outlined in the application. Proceed in accordance with the attached submittal checklist.

Comments: _____

Associate Commissioner, District Support Services

Date: _____

LOCAL BOARD ORDER AUTHORIZING PROJECT AND NARRATIVE JUSTIFICATION MUST BE ATTACHED