



**Vision**

*All students in Colorado will become educated and productive citizens capable of succeeding in society, the workforce, and life.*

**Goals**

*Every student, every step of the way*



**Date & Time:**  
April 26, 2017  
1:30 p.m. – 4:00 p.m.

**Location:**  
201 E. Colfax Ave. Rm. 101  
Denver, CO 80203

**Capital Construction Assistance Board Members**

Tim Reed –Chair  
Kathy Gebhardt – Vice Chair

Margi Ammon  
Denise Pearson  
Ken Haptonstall

Cyndi Wright  
Scott Stevens  
Roger Good

- I. Call to Order** - 1:31 P.M.
- II. Pledge of Allegiance**
- III. Roll Call** – Margi Ammon, Kathy Gebhardt, Roger Good, Ken Haptonstall, Denise Pearson, Scott Stevens, Tim Reed  
CDE Attendees – Dustin Guerin, Anna Fitzer, Julia Fitzpatrick, Cheryl Honigsberg, Jay Hoskinson, Ashley Moretti, Jim Owens  
Attorney General’s Office Representative – Robin Cochron, Julie Tolleson, Lori Knutson , Linda Shubow
- IV. Approve Agenda**  
Motion by: Kathy Gebhardt  
2<sup>nd</sup> by: Roger Good  
All for: Margi Ammon, Kathy Gebhardt, Roger Good, Ken Haptonstall, Denise Pearson, Scott Stevens, Tim Reed  
All opposed: None  
Motion passes 7-0
- V. Approve Previous Meeting Minutes from April 6, 2017 meeting**  
Motion by: Denise Pearson  
2<sup>nd</sup> by: Ken Haptonstall  
All for: Margi Ammon, Kathy Gebhardt, Roger Good, Ken Haptonstall, Denise Pearson, Scott Stevens, Tim Reed  
All opposed: None  
Motion passes 7-0
- VI. Board Report-** Tim Reed invited the CCAB members to share any comments they had with the rest of the CCAB. There were no comments made.
- VII. Director’s Report**  
Jim Owens informed the CCAB there will be two ground breaking ceremonies held this month. The first ground breaking will be for Mrachek Middle School on April 26, 2017 and the second will be for Bayfield Elementary on May 16, 2017.  
Jim mentioned several activities staff have been involved in. Thanks to Anna Fitzer who presented to CASBO on 4/20. Jim participated in DOLA’s Advisory Committee for the energy/mineral impact program in April. \$13M in project grants were recommended however no school projects were included. Cheryl Honigsberg was selected as Chair for the Rocky Mountain green summit  
Since the last quarterly open projects update given at the February 2017 meeting, there has been six additional projects completed. There are still fifty-four active projects with project costs totaling \$302 million.

With ten days remaining in the legislative session, Staff continues to monitor draft bills that could impact the Division, but nothing new has surfaced. Kathy Gebhardt asked if Jim had been following the draft bill that provides grant funding for districts to do lead testing in schools. Jim mentioned that he did speak to Colorado Department Public Health and Environment about the possible grant program. CDHE is still currently compiling a fiscal note to determine the funding source for such grants. Jim believes it is premature to address the potential effects the draft bill will have on BEST. Tim Reed added that Jefferson County School District has been asked about their individual testing, which thus far has costed the district approximately \$300,000 to test for lead districtwide. Tim expressed that he is concerned about potential remediation and/or emergency grants submitted to BEST. Once test results become public and indication remediation are needed, that could possibly influence districts to apply for remediation grants.

The Division is still waiting for the finalization of the School Finance Act, but is not expecting the proposed \$15 million to be taken from the assistance fund. Additionally, as fiscal year ends, the Division is continuously monitoring all contractual agreements to ensure they transition into FY2018-19 smoothly.

## **VIII. Discussion Items**

### **a. Conflict of Interest Forms**

Jim asked the CCAB to submit their conflict of interest forms for projects submitted in this year's grant cycle. The Division will keep all conflict of interest forms on file.

### **b. Applicant scoring protocols**

Last month the CCAB asked Division staff to develop scenarios around grouping considerations for cash and lease-purchase projects, and propose a tie breaking protocol. The following is what Division staff developed:

For application grouping consideration – there were three different scenarios for how applications could be grouped:

- 1) No Grouping - the CCAB would score all projects individually to generate one prioritized grant list. Once a list is generated, the CCAB would determine which projects would be funded through lease purchase vs. cash.
- 2) Group by Project Budget – The CCAB would create two different lists. One list would contain projects with a state share over \$5 million and the other would contain all projects below \$5 million of the state share.
- 3) Group by Grant Type – The CCAB would group and review lease-purchase projects separately from cash projects.

Jim asked the CCAB what grouping option they preferred. After discussing, the CCAB decided to review projects following the “no grouping” option. They felt this was the best option as they were not sure if “grouping by project budget or project type” violated statute.

The Division proposed the following tie breaking protocol:

The CCAB would individually prioritize projects in a tie group by which project in the tie group they felt had a higher need. The highest need project would get a score of “1” and respectively for all other projects in that specific tie group. Once all the CCAB members individually broke the tie, the project with the lowest score would be viewed as the project with the highest priority and respectively for all other projects in that specific tie group. The CCAB engaged in conversation around the proposed tie breaking protocol and agreed to go forward with it this cycle.

Jim informed the CCAB that they can authorize any amount up to 5% of the \$70 million cash fund for grant reserves. The purpose of the reserve would be for awarded projects which encounter issues that were unforeseen, unanticipated and could not have been known or planned for a time the application was submitted. . The authorized grant reserve amount would be the total amount of reserve funding for all projects in the FY2017-18 cycle. After discussing, the CCAB agreed to set aside 5% of reserve for the

FY2017-18 grant cycle. An official motion will need to be made at the May meeting.

c. Review and Discuss the FY17-18 Grant Application Summary Book

Jay Hoskinson gave the CCAB a brief overview of the FY2017-18 summary book and evaluation scoring sheets. He also described the process of reviewing applications at the May grant selection meeting. A link to all project photos will be emailed to the CCAB, and a PDF of the summary book would be available on the website the next day.

Denise asked for clarification as to why not all questions in the waiver application are required to be answered by the project applying for a waiver. Jay commented the assumption should be if a section is not filled out, there is no compelling argument to make about that section. The CCAB asked to have an additional discussion about the waiver applications at the lessons learned meeting.

Margi Ammon asked why some projects had undergone the new assessment, where as some still showed only the old assessment information. Dustin Guerin stated due to the number of applicants and lack of assessment staff, not all schools received a new assessment this cycle. Larger projects (new schools and major renovations) were given priority and the smaller projects underwent assessments as time allowed. Margi also asked how the shortlist works. Jim said after the applicant presents the project and Q/A is held, the Board makes a motion to "shortlist" the project and members vote. Shortlisted projects are then scored and ranked.

#### **IX. Action Items**

a. COP Funding Line

Jason Simons and Maddie Prodanovic from FirstSouthwest briefed the CCAB on six different scenario options for COP funding for the FY2017-18 cycle. The CCAB agreed to option 4 "use of approximately \$5 million of additional capacity, with a wrap debt service structure and a 25 year amortization term to the State Treasury's Office for approval to fund lease-purchase projects this FY17-18 grant cycle".

Motion by: Kathy Gebhardt

2<sup>nd</sup> by: Ken Haptonstall

All for: Margi Ammon, Kathy Gebhardt, Roger Good, Ken Haptonstall, Denise Pearson, Tim Reed

All opposed: Scott Stevens

Motion passes 6-1

#### **X. Future Meetings**

- May 17-18 @ 8:30 a.m. Location: 1829 Denver West Dr. Building #27, 5<sup>th</sup> floor, Golden, CO 80401
- June 1 @ 1:30 p.m. Location: 201 E. Colfax Avenue, Room 101, Denver, CO 80203
- July 6 @ 1:30 p.m. Location: 201 E. Colfax Avenue, Room 101, Denver, CO 80203

#### **XI. Public Comment** –No one was signed up for public comment. Ashley Moretti read a letter from a community member of Buena Vista expressing concerns over their FY2017-18 BEST grant application.

#### **XII. Adjournment** - 3:54 P.M.

Motion by: Scott Stevens

2<sup>nd</sup> by: Ken Haptonstall

All for: Margi Ammon, Kathy Gebhardt, Roger Good, Ken Haptonstall, Denise Pearson, Scott Stevens, Tim Reed

All opposed: None

Motion passes 7-0

**The mission of the BEST Board is to protect the health and safety of students, teachers and other persons using public school facilities and maximize student achievement by ensuring that the condition and capacity of public school facilities are sufficient to provide a safe and un-crowded environment that is conducive to student's learning.**