

Access Public
 Type Procedural

2. BUSINESS/ACTION ITEMS

Subject A. Approval of Capital Outlay Requests for FY25 Budget - Grant Stoddard, Business Administrator

Meeting Feb 21, 2024 - USD Special Board Business Meeting

Category 2. BUSINESS/ACTION ITEMS

Access Public

Type Action

Recommended Action I move to preliminarily approve the capital outlay requests listed in the attached spreadsheet in the amount of \$13,095,569.

File Attachments

- [2024.02.21 - Board Memorandum re FY25 Capital Outlay Projects.pdf \(237 KB\)](#)
- [FY25 Capital Outlay Projects Recommended for Board Approval.xlsx \(35 KB\)](#)

3. INFORMATIONAL/DISCUSSION ITEMS

Subject A. UHS Teen Center Presentation - VCBO

Meeting Feb 21, 2024 - USD Special Board Business Meeting

Category 3. INFORMATIONAL/DISCUSSION ITEMS

Access Public

Type Informational

File Attachments

- [2024-02-21 USD Teen Center Board Presentation.pdf \(714 KB\)](#)

Admin Content

Topic: UHS Teen Center Presentation
 Time: Feb 21, 2024 04:00 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us05web.zoom.us/j/81797457242?pwd=VP1cR0JOyWpCcBcSYBACWiJBhX0sc2v.1>

Meeting ID: 817 9745 7242
 Passcode: bYFn3F

4. ADJOURNMENT

Subject A. Meeting Adjourned

Meeting Feb 21, 2024 - USD Special Board Business Meeting

Category 4. ADJOURNMENT

Access Public

Type

Action

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Board of Education

Dave Chivers, President • **Tawnya McKee**, Vice President
Todd Massey, Member • **Denise Maynard**, Member • **Robin McClellan**, Member

Memorandum

To: USD Board Members

From: Grant Stoddard, Business Administrator

Cc: Dr. Rick Woodford, Superintendent
Shawna Muhme, Secretary

Date: February 21, 2024

Re: Preliminary Approval of FY25 Capital Outlay Requests

Recommendation:

I recommend that the Board of Education (the "Board") preliminarily approve the capital outlay requests listed in the attached spreadsheet.

Background (rationale):

Each year, the Board is asked to preliminarily approve capital outlay requests made by District administrators as part of the budget process. This is done to allow District administrators to plan and prepare to begin spending and completing capital projects as early as July 1 of the following fiscal year. The actual approval of such projects and allocation of funds to pay for the same occurs in June when the Board adopts its budget for the next fiscal year.

The following process was followed this year to generate the list of requests for the Board's preliminary approval:

1. At the end of November 2023, I distributed a capital needs assessment survey and [corresponding rubric](#) to District administrators.
2. In December 2023, the District's maintenance coordinator, Donny Laws, and I met with principals and other staff at each of their locations to discuss what they identified as capital needs for that location.

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Board of Education

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3. The administrators completed the capital needs assessment survey, and their answers were compiled into a spreadsheet and sent out to the District's Capital Outlay Committee (made up of the District's four department coordinators and select principals) for review and ranking using the rubric sent out previously.
4. I reviewed budget forecasting figures the District's former business administrator, Jason Johnson, prepared to establish a target spending amount for FY25. Based on the forecasting figures, that target spending amount was \$7,000,000.
5. The Capital Outlay Committee then met in January 2024 to review their averaged rankings and discuss whether the projects at the top of the list were truly the highest priority. The Committee developed a list of recommendations, which included major construction projects the Committee felt were non-negotiable and more routine maintenance projects.
6. The Committee's list of recommendations was reviewed by the District's directors, who made recommendations regarding how the list should be formatted so the Board could see which items were more routine requests and which ones were the non-negotiable major construction projects.
7. The Board Facilities Committee thereafter reviewed the Capital Outlay Committee's recommendations and made some slight adjustments.
8. The Board Finance Committee then reviewed the adjusted recommendations and made its own adjustments.
9. Superintendent Woodford and I met with architects from VCBO to discuss the secure vestibule projects and the teen center project included on the list of recommendations and fine-tuned the amounts requested based on preliminary estimates from the architects.

The attached list is the result of the process described above. The total amount requested has grown to \$13,095,569 for reasons that will be discussed at the special board meeting but should leave at least \$11.5 million in the District's capital fund balance at the end of FY25 if all funds appropriated in FY24 are spent as planned and if the District brings in \$9 million dollars in capital revenue.

Policy Implications:

None.

Personnel Implications:

None.



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Facility Implications:

Many of the District's facilities will be improved and/or maintained with the preliminary and ultimate approve of the attached capital outlay requests.

Financial/Budget Implications:

Our Fund 32 fund balance will be further reduced, but previously approved projects almost make that a necessity.

Motion:

I move to preliminarily approve the capital outlay requests listed in the attached spreadsheet in the amount of \$13,095,569.

Utintah FY25 Capital Outlay Spreadsheet Detail

Purpose: Allow the Utintah School Board the opportunity to review the proposed capital expenditures before budget approval.

Request Number	Location	Contact	Title	Routine Capital Outlay Requests		Comments
				Replacement Cycle	Amount Recommended	
1	District	Grant Stoddard	Utintah High School Agreement/USD Students Attending DSD		\$ 700,000.00	This amount could fluctuate, we have not seen FY24 invoice yet. Dee Miles (DSD's BA) stated he anticipates the amount being around what it was in FY23 or a little more.
2	District	Grant Stoddard	Student Allocations		\$ 355,815.00	
3	District	Grant Stoddard	Discretionary		\$ 211,000.00	
4	District	Grant Stoddard	District Copy Machine Rotation		\$ 35,000.00	
5	Maintenance	Donny Laws	Maintenance & Repairs		\$ 300,000.00	
6	Utintah High School	Christy Nerdin	Deescalation Room & Sensory Room		\$ 20,000.00	Non-negotiable; has to be done for compliance purposes.
7	Technology	Kent Mansfield	Student Chromebook rotation/Faculty Laptop Rotation	x	\$ 420,000.00	This was two separate requests but will be coded the same and for ease of tracking they have been combined.
8	Technology	Kent Mansfield	Small Equipment	x	\$ 28,000.00	
9	Davis Elementary	Cris Labrum	Life Skills Classroom		\$ 40,000.00	Non-negotiable; has to be done for compliance purposes.
10	Discovery Elementary	Donny Laws	Life Skills Classroom		\$ 5,000.00	Required project; purchase a washer and dryer and other furnishings for the life skills classroom
11	Maintenance	Ken Giroi	Woodchips for playgrounds	x	\$ 7,000.00	
23	Transportation	Ken Giroi	Verkada Access - Bus Garage		\$ 39,148.00	Price is for access only, not for camera coverage.
24	Maintenance	Ken Giroi	CEC Cameras and Access		\$ 40,000.00	
25	Ashley Elementary	Tawna Baumgardner	Carpet School Wide	x	\$ 248,495.00	
26	Ashley Elementary	Tawna Baumgardner	Asphalt Sealing & Painting	x	\$ 45,000.00	Tawna requested. Per Donny: this is for sealing and repainting lines, could be delayed another year
28	Ashley Elementary	Tawna Baumgardner	Add fencing on playground w/ new gate for safety/security		\$ 18,000.00	
30	Ashley Elementary	Ken Giroi	Playground Repair		\$ 8,640.76	
33	Ashley Elementary	Donny Laws	Lighting Controls		\$ 40,000.00	\$30,000 in house?
34	AVEC	Andy McKee	Security fence and access controlled gate		\$ 20,000.00	Original request was \$40k, decided on a smaller section which reduces overall cost
38	Davis Elementary	Cris Labrum	Make playgrounds ADA Accessible		\$ 60,000.00	Includes removing old playground and adding another component to the existing playground
41	Discovery Elementary	Tammy Christensen	Cubbies in Room 401 for all-day kindergarten		\$ 20,000.00	current counter is too wide for serving
42	Discovery Elementary	Sherry Hardman	New slimline serving counter		\$ 30,000.00	
44	Discovery Elementary	Ken Giroi	HVAC Upgrade		\$ 185,000.00	
45	Discovery Elementary	Ken Giroi	Roll Down Kitchen Fire Door		\$ 39,148.00	
49	District	Grant Stoddard	Underground Fuel Tank Removal		\$ 35,000.00	
53	Eagle View Elementary	Kent Mansfield	Classroom Audio Systems		\$ 25,200.00	
55	Eagle View Elementary	Donny Laws	Fix sink hole in teacher parking lot		\$ 50,000.00	waiting on bid, this is a repeat from FY24, budget wasn't enough to cover project
56	Eagle View Elementary	Donny Laws	Replace damaged fence by highway		\$ 25,000.00	Seeking insurance money to cover this, but asking for funding just in case that is not readily available.
57	Eagle View Elementary	Donny Laws	Lighting Controls		\$ 42,000.00	\$31,000 in house?
58	Foods Warehouse	Sherry Hardman	Mini Remodel		\$ 60,000.00	Maintenance would do the work; new front entrance reception area
59	Foods Warehouse	Sherry Hardman	Freezer Equipment & Repair		\$ 50,000.00	new compressor, lines, etc.
60	Foods Warehouse	Donny Laws	Generator		\$ 83,075.00	
61	Lapoint Elementary	Emily Arnold	Patch and paint entire office area		\$ 6,000.00	
62	Lapoint Elementary	Donny Laws	Kitchen Asphalt		\$ 25,000.00	
67	Maeser Elementary	Sherry Hardman	Walk-in cooler equipment		\$ 11,000.00	This is for lines, compressor, etc
70	Maintenance	Ken Giroi	Eagle View fire roll down doors in Kitchen		\$ 10,954.03	
71	Maintenance	Donny Laws	District-wide concrete grinding		\$ 15,000.00	
72	Maintenance	Donny Laws	Sewer Jetter		\$ 7,000.00	
76	Maintenance	Donny Laws	4-wheelers - Qty 2		\$ 24,000.00	
77	Maintenance	Donny Laws	Service Truck		\$ 80,220.00	
78	Maintenance	Donny Laws	Custodial Equipment		\$ 60,000.00	
80	Naples, Maeser, and Discovery	Kent Mansfield	Troubleshoot Sound System in Gym (@ Naples, Maeser, and Discovery)		\$ 20,000.00	Assess situation at Naples, Maeser, and Discovery to improve sound quality. Possibly purchase additional acoustic panels.
82	Naples Elementary	Donny Laws	Asphalt seal coat		\$ 55,000.00	
84	Transportation	Mark Rich	Vehicle diagnostic tool		\$ 3,500.00	
85	Transportation	Mark Rich	DO & school (EVE, Lapoint) parking bus striping		\$ 6,700.00	
88	Transportation	Mark Rich	Cooling units for transportation shop		\$ 12,420.00	
90	Transportation	Mark Rich	Blue Bird Activity Bus		\$ 210,000.00	
93	Utintah High School	Les Hamilton	Uniform Rotation	x	\$ 25,000.00	

94	Uintah High School	Christy Nerdin	Carpet for lower commons		x	\$	101,887.00	On rotation for next year rotation, but the commons area needs to be done now.	
95	Uintah High School	Christy Nerdin	Brand and Wry-Find halls for navigation purposes			\$	40,000.00	Pricing included on request was between \$25-40K.	
96	Uintah High School	Christy Nerdin	Standing Height Counter w/ Charging stations in Cafeteria			\$	25,000.00	This will allow more students in the cafeteria. Original request was \$40K, but that number was reduced to start with one area to see if it draws students into the cafeteria.	
97	Uintah High School	Christy Nerdin	Kiln for HS Ceramics Class			\$	5,500.00		
103	Uintah High School	Les Hamilton	Baseball/Softball pad replacement			\$	7,500.00	Pads on fences at dugouts have become sunworn. The original request was \$15K, but UHS agreed to contribute half.	
105	Uintah High School	Sherry Hardman	New Double Stack Convection Oven			\$	13,500.00		
106	Uintah High School	Sherry Hardman	Double Stack Steam Oven			\$	22,000.00		
107	Uintah High School	Mindy Merrell	Remodel of former Ag area for Engineering Teacher			\$	10,000.00	Proposal: Remove fish tanks and install windows; use teen center windows possibly.	
108	Uintah High School	Mindy Merrell	Infrastructure for new AG bldg greenhouses & animal facility			\$	50,000.00		
109	Uintah High School	Donny Laws	Filter system for secondary water			\$	30,000.00		
114	Uintah Middle School	Sherry Hardman	Double Stack Steam Oven			\$	22,000.00		
115	Uintah Middle School	Donny Laws	Asphalt seal coat			\$	75,000.00		
118	Vernal Middle School	Donny Laws	Asphalt seal coat			\$	75,000.00		
121	Vernal Middle School	Donny Laws	Fence from building to shop			\$	7,000.00		
124	Maintenance	Donny Laws	Budget to start FY26 projects in the spring/summer			\$	500,000.00		
Subtotal (Routine Capital Outlay Requests)								\$4,841,703	
Major Construction Projects									
12	Ashley Elementary	Grant Stoddard	Secure Vestibule			\$	53,957.00	Funds to match what we received from the state.	
13	Davis Elementary	Grant Stoddard	Secure Vestibule			\$	53,957.00	Funds to match what we received from the state.	
14	Discovery Elementary	Grant Stoddard	Secure Vestibule			\$	53,957.00	Funds to match what we received from the state.	
15	Eagle View Elementary	Grant Stoddard	Secure Vestibule			\$	53,957.00	Funds to match what we received from the state.	
16	Lapoint Elementary	Grant Stoddard	Secure Vestibule			\$	53,957.00	Funds to match what we received from the state.	
17	Maeser Elementary	Grant Stoddard	Secure Vestibule			\$	53,957.00	Funds to match what we received from the state.	
18	Naples Elementary	Grant Stoddard	Secure Vestibule			\$	53,957.00	Funds to match what we received from the state.	
19	Uintah Middle School	Grant Stoddard	Secure Vestibule			\$	53,957.00	Funds to match what we received from the state.	
20	Vernal Middle School	Grant Stoddard	Secure Vestibule			\$	53,957.00	Funds to match what we received from the state.	
21	Uintah High School	Grant Stoddard	Secure Vestibule			\$	53,957.00	Funds to match what we received from the state.	
22	AVEC	Grant Stoddard	Secure Vestibule			\$	53,957.00	Funds to match what we received from the state.	
35	Central Cove Preschool	Grant Stoddard	Additional funding for the new preschool			\$	5,700,000.00	This amount would be added to the already \$20 million approved, making the total amount appropriated for the preschool \$25,700,000.00. The \$5.7M is intended to cover architect fees, the cost of playground equipment, inspections, testing and permitting, and furnishing.	
98	Uintah High School	Donny Laws	UTC Turf, Netting and Lighting Upgrade			\$	344,000.00	REMOVE NETTING AND REINSTALL = \$64K; REPLACE TURF = \$190K; LIGHTING = \$90K. According to the maintenance coordinator, the project must be done together because the lighting cannot be done without replacing netting.	
99	Uintah High School	Les Hamilton	FB Field Turf Replacement			\$	500,000.00	Les would like to complete this project at the same time as project #98. There could be cost savings in doing both at the same time. The Finance Committee, however, asked that the total amount be reduced from \$1M to \$500K to allow project to get lined up and possibly started in FY25 with the understanding that the remaining funding will come in FY26.	
111	Uintah High School	Donny Laws	Additional money for Roof Repair			\$	450,000.00		
119	Vernal Middle School	Donny Laws	Parking lot paving where old DO was			\$	500,000.00		
125	Uintah High School	Grant Stoddard	Teen Center Funding			\$	166,339.00	State awarded the District \$200K for construction costs; District received \$40K in private funding; \$166,339 still needed to cover the cost of constructing option B (according to BHI's estimate).	
Subtotal (Major Construction Projects)								\$8,253,866	
Grand Total (Routine Requests + Major Construction Projects)								\$13,095,569	

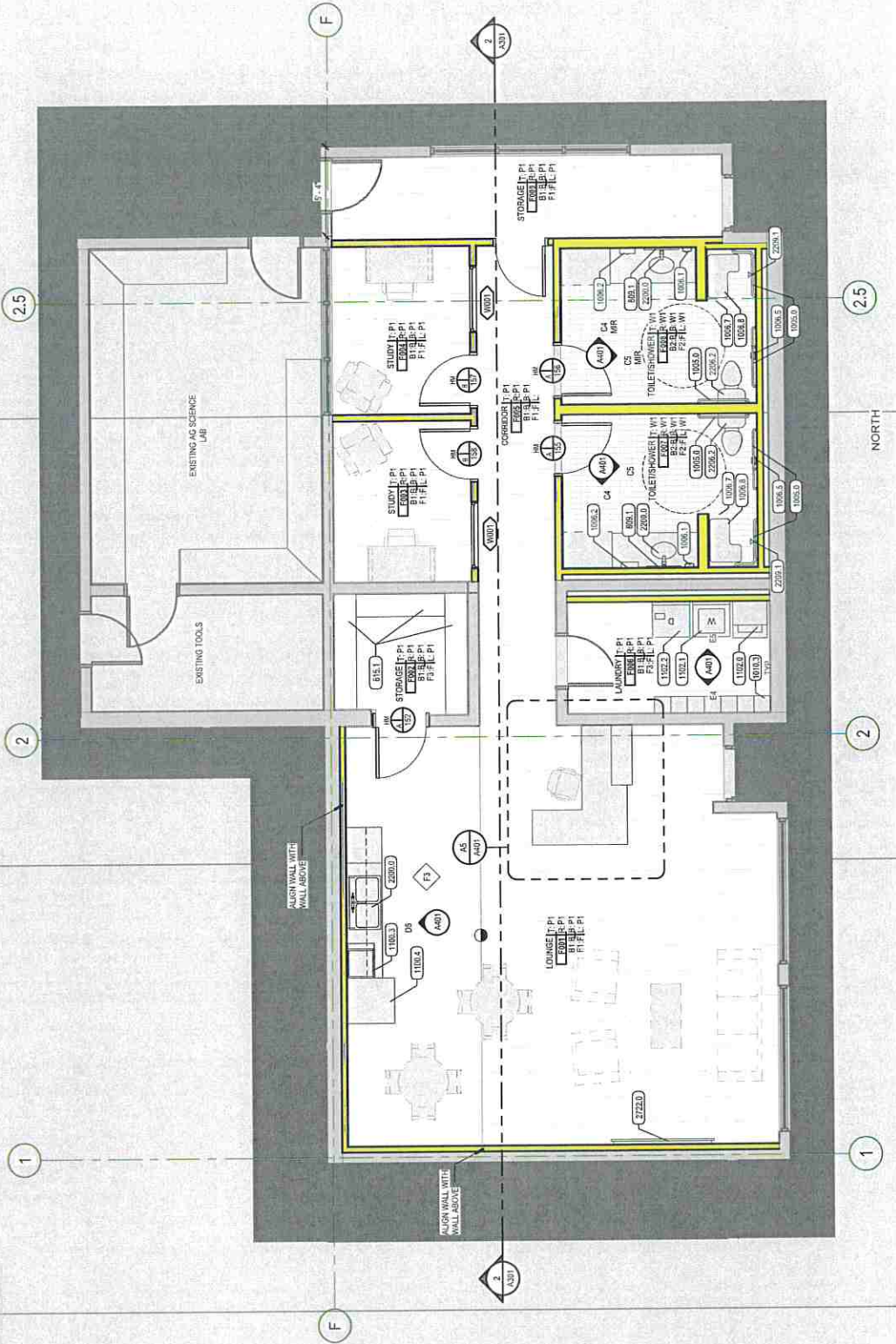
		Projects Not Recommended		
27	Ashley Elementary	Tawana Baumgardner	Replace Lunch Tables	70,000.00
29	Ashley Elementary	Sherry Hardman	Two double stack steamers	44,000.00
31	Ashley Elementary	Donny Laws	Remove small strips of grass and replace with concrete	17,000.00
36	Davis Elementary	Sherry Hardman	Tiling Skillet Braising Pan	18,000.00
37	Davis Elementary	Chris Labrum	Seal Cracks in Asphalt	45,000.00
39	Davis Elementary	Donny Laws	Remove grass and replace with concrete	19,600.00
40	Davis Elementary	Donny Laws	Upgrade classroom lights to LED	42,000.00
43	Discovery Elementary	Tammy Christensen	New sound/music/speaker system for cafeteria and gym (Combined)	12,000.00
46	District	Kick Woodford	Paint East Side Wall In Superintendent Office	5,000.00
47	District	Grant Stoddard	Demolition of old MTC	\$ 50,000.00
48	District	Donny Laws	Discretionary Security System Funding	65,000.00
51	DO	Donny Laws	New flooring in North building	18,434.00
51	DO	Donny Laws	Painting in North building	24,000.00
52	DO	Donny Laws	Refo bathrooms in North building	20,000.00
54	Eagle View Elementary	Donny Laws	Repair walking path	35,000.00
63	Maeser Elementary	Denise Williams	New Sound System for Gym (Combined)	8,000.00
66	Maeser Elementary	Denise Williams	New Playground Equipment	110,000.00
68	Maeser Elementary	Donny Laws	Remove small strips of grass and replace with concrete	10,000.00
69	Maeser Elementary	Donny Laws	Upgrade classroom lights to LED	40,000.00
73	Maintenance	Donny Laws	Sweep-All leaf collector	19,000.00
74	Maintenance	Donny Laws	Toro mower with 144" deck	69,000.00
75	Maintenance	Donny Laws	Toro mower with 60" deck	17,000.00
79	Maintenance	Donny Laws	Cobble Rock at Ashley & Discovery	23,000.00
81	Naples Elementary	Donny Laws	Remove small strips of grass and replace with concrete	5,200.00
83	Transportation	Mark Rich	Vehicle A/C recovery machine	15,000.00
86	Transportation	Mark Rich	Opv 2 - White Fleet Vehicles	57,742.00
87	Transportation	Mark Rich	Forklift	58,755.00
91	Transportation	Mark Rich	Two route buses	\$ 260,000.00
89	Transportation	Mark Rich	Overhead cover for propane fueling station	29,312.00
92	Utah High School	Les Hamilton	Gym Floor Resurfacing	15,000.00
100	Utah High School	Les Hamilton	Ice Machine for Stadium snack shack	8,000.00
101	Utah High School	Les Hamilton	Gym Speakers	20,000.00
102	Utah High School	Les Hamilton	Stadium ticket shed w/ lighting	30,000.00
104	Utah High School	Les Hamilton	Permanent FB play clocks	10,000.00
110	Utah High School	Donny Laws	Parkway trees along west entrance	15,000.00
112	Utah Middle School	Sharon Shipton	Replace Gym Bleachers	250,000.00
113	Utah Middle School	Sharon Shipton	Student Drop off/Pick up traffic pattern change	30,000.00
116	Utah Middle School	Donny Laws	Cabinets in 7 classrooms	105,000.00
117	Vernal Middle School	Aaron Olsen	New tile floor in Art/Shop building classroom, entry and hallway also replace carpet in auditorium	\$ 102,153.00
120	Vernal Middle School	Donny Laws	Paint walls in shop building	17,600.00
122	Vernal Middle School	Donny Laws	Auditorium Lighting	100,000.00
123	Vernal Middle School	Ken Grot	Audio Update - mixing board, microphones	30,631.56
Subtotal (Projects Not Recommended)				\$1,940,428

Per Donny: can go another year before replacing, cost is a rough estimate
 this will just be the small strips of grass that are hard to mow and water
 Per Donny: not up for rotation; can wait until fy26
 this will just be the small strips of grass that are hard to mow and water
 Estimate
 Decided to get this done in FY24 per Facilities committee meeting 1/30/24
 Money for additional cameras and card readers district-wide.
 Current equipment has broken pieces that have been cut off. Per Donny and Ken: playground could go another year.
 this will just be the small strips of grass that are hard to mow and water
 THIS REQUEST WILL BE ADDED TO MAINTENANCE FUND 10 PROFESSIONAL SERVICES BUDGET
 Per Les: the current ice machine is not sufficient
 Updated stereo system but didn't have funding to update speakers
 to protect ticket takers at the football games from the weather and have lighting
 current ones are temps that have to be wheeled in and out
 Donny will present a vision at the committee mtg

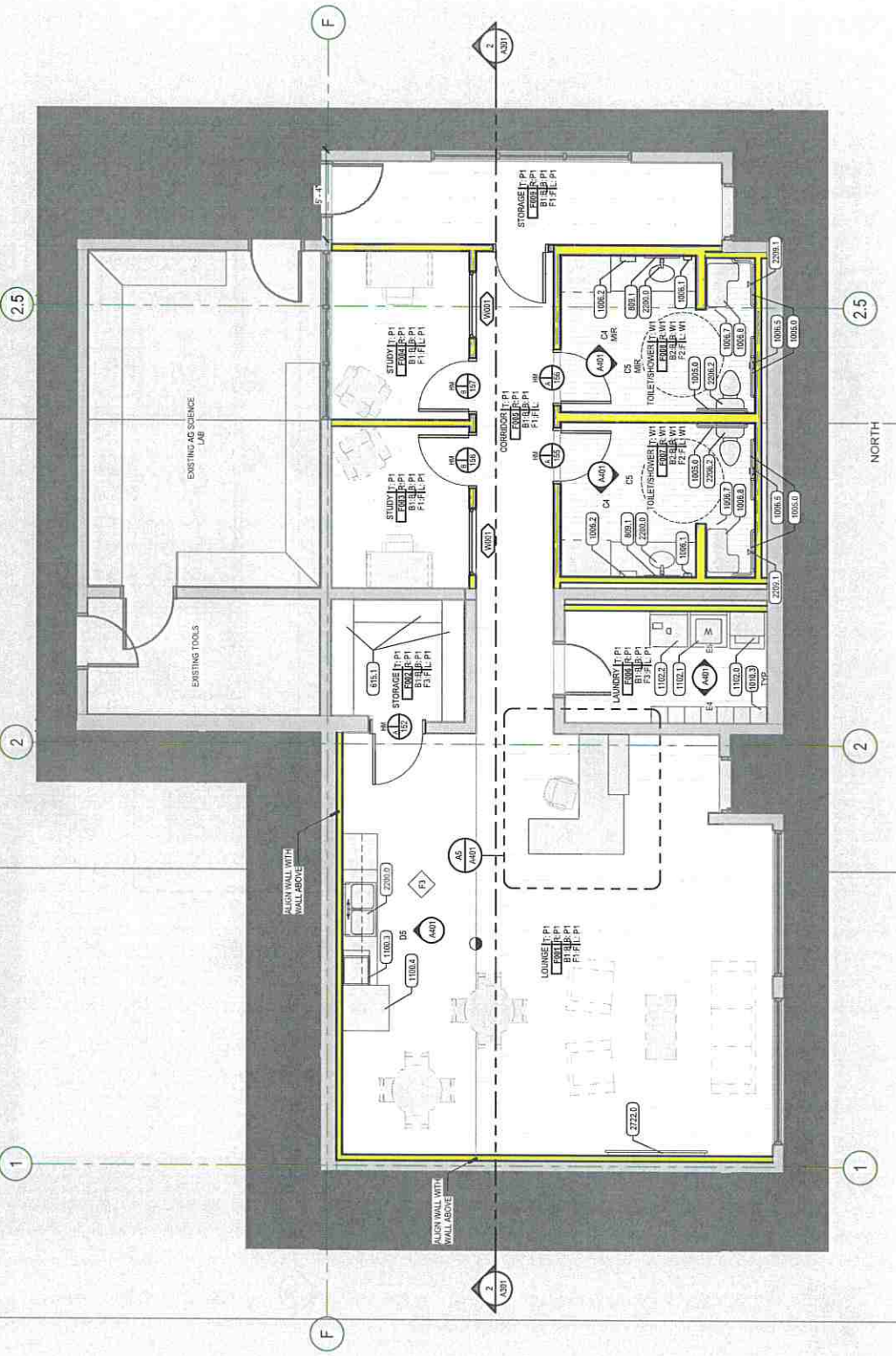
VCBO[®]

UHS Teen Center
Uintah School District

Option A



Option A

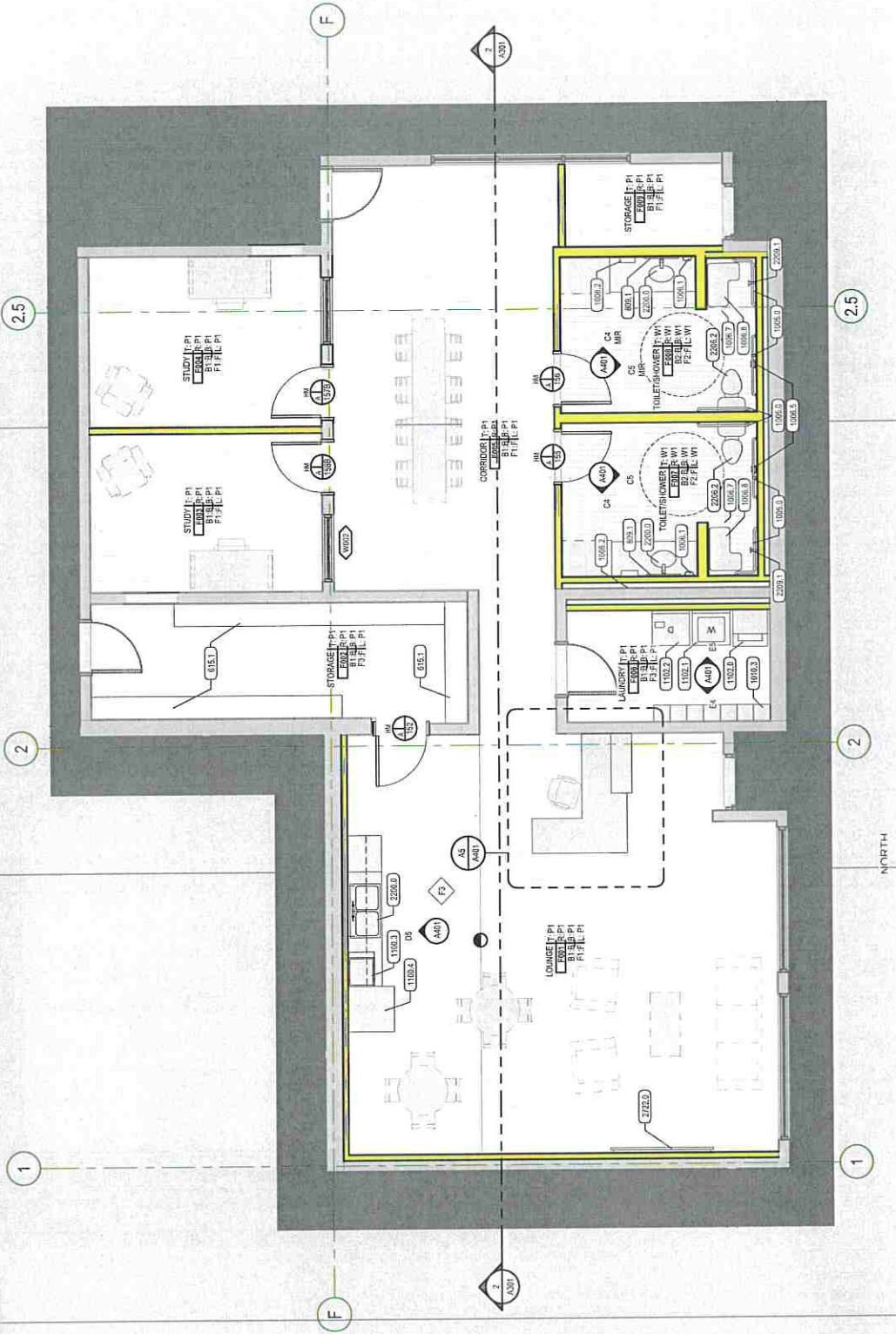


Rough Estimates

- BHI: \$323,054

- Stout: \$474,466

Option B

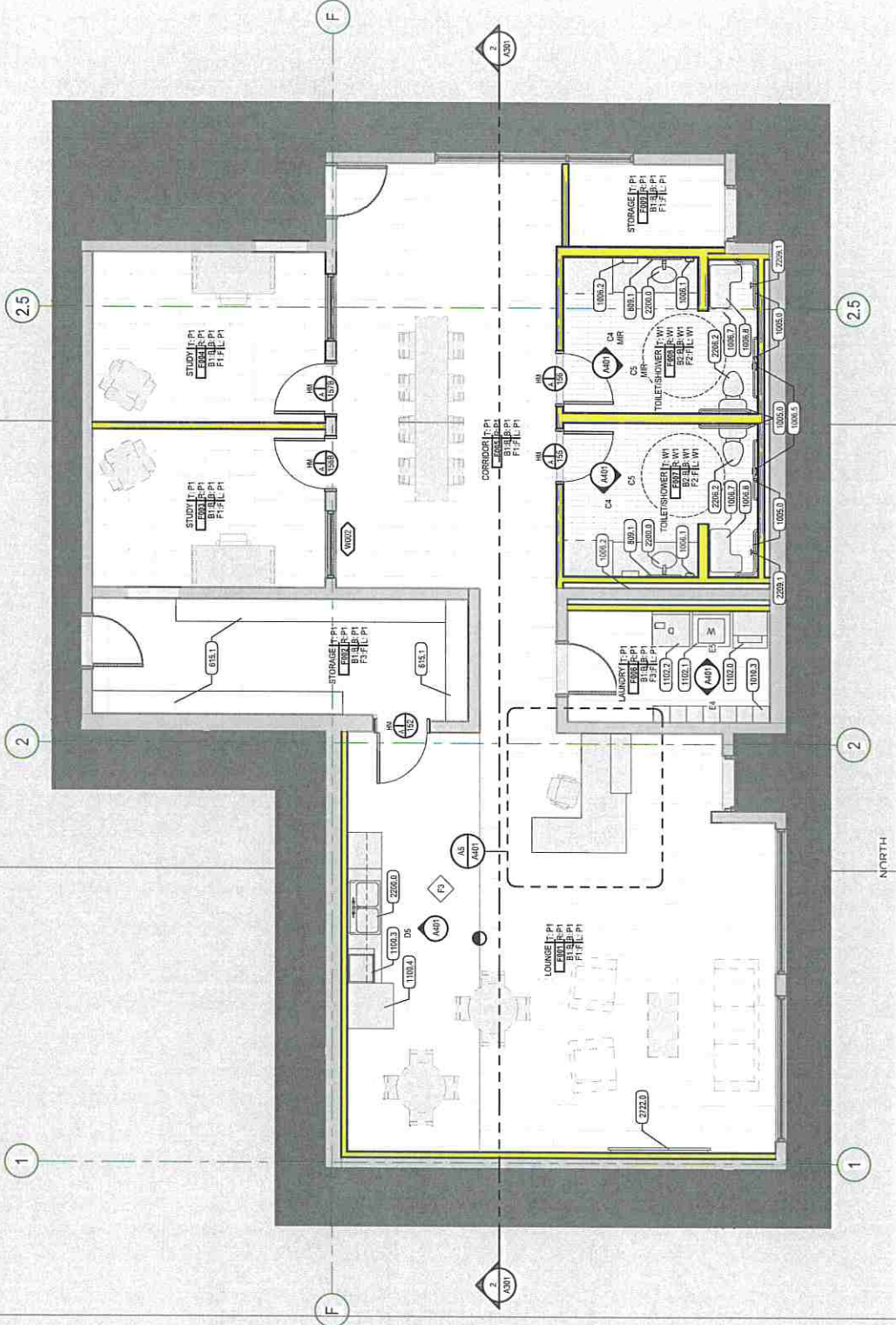


Option B

Rough Estimate

- BHI: \$366,339

- Stout: \$519,225



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Thank you.

