



## The GLOBE Academy

### Facilities Committee Report

January 28, 2019

**Committee Chair:** Juan Archila

**Report Type:** Report. No Board Action Required.

**Committee Meeting Dates:** 11/27/18, 12/11/18, 1/8/19, 1/22/19

**\*See attached meeting notes emailed to the committee previously.**

#### I. Task List Review

##### A. *Lower Campus Fall 2018 Modulars:*

1. Certificate of Occupancy was granted on 12/21/18 and the modulars were occupied at the beginning of Spring semester.
2. Work is not complete, however, and we are working with the contractor to complete sidewalk, seeding, and site clean-up.

##### B. *Upper Campus Interior Renovation and Elevator Retrofit:*

1. After two separate RFQ/RFP processes, Colliers International was selected as our Program Manager and Hogan Construction / Houser Walker Architecture was selected as our Design/Build team.
2. A design kick-off meeting was held on January 22 where a preliminary schedule was laid out. The interior renovations, which consist of outfitting classrooms on the lowest level for 8<sup>th</sup> grade, must be complete for the Fall semester while the elevator, which has a long lead time, may lag behind. Separate permitting may be pursued so that the elevator does not slow down the interior work.

##### C. *Upper Campus Site Master Plan:*

1. Upper Campus exterior improvements, including but not limited to parking lot improvements, playground modifications, fencing, site access, athletic field, etc., will be taken on in the short term as a master planning exercise.
2. Our committee will solicit proposals for a landscape architect to design all facets, with a detailed focus on the house site conversion to an athletic field.
3. Our committee will solicit input from stakeholders along the way through our regularly scheduled meetings, but for now costs/funding sources have not been identified for all projects that we may contemplate. Some projects may be stand-alone as fund-raising items and some may tie into a larger project to be tackled during a semester or school-year break.

**Next Meeting: Tuesday, February 5, 2019 at 6:30pm in the Upper Campus AHOS Office**

**End of Report**

cc: Jason Bitar, Denise Clayton-Purvis, Christi Elliott-Earby, Darren Fagan, Johnny Garcia, Tyler Goforth, Josh Gregory, Ryan Hudak, Brad Jones, James Minderhout, Elizabeth Oliver, Amy Stone, Dana Stone, Jen Parker, Denise Procida, Chip White, Mira Williams, Anna Witte, Delilah Wynn-Brown

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Juan Archila <juanarchila@theglobeacademy.net>

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## GLOBE Facilities Committee Meeting Notes, 12/11/18

1 message

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Juan Archila <juanarchila@theglobeacademy.net>

Thu, Jan 10, 2019 at 8:58 PM

To: Amy Stone <amyplauche@gmail.com>, Anna Witte <annawitte@hotmail.com>, Brad Jones <rbjonesy@gmail.com>, Chip White <chipwhite@theglobeacademy.net>, Chip White <cwhite.globe@gmail.com>, Christi Elliott-Earby <celliottearby@theglobeacademy.net>, Dana Stone <dana229@gmail.com>, Darren Fagan <dfagan@irishpubcompany.com>, Delilah Wynn-Brown <delilah@wynnbrown.com>, Denise Clayton-Purvis <cfo@theglobeacademy.net>, Denise Procida <Denise.Procida@perkinswill.com>, drgarcia <drgarcia@i2wc.com>, Elizabeth Oliver <elizabethgoliver@gmail.com>, Ghassan Bitar <gasbitar@aol.com>, James Minderhout <jm@atlantaproav.com>, Jed Dennard <jdennard.globe@gmail.com>, Jen Millarker <jparker@theglobeacademy.net>, Josh Gregory <josh.gregory@colliers.com>, Judy Limor <jlimor@theglobeacademy.net>, Kevin Holder <kholder@theglobeacademy.net>, Mira Williams <mirawilliams1973@gmail.com>, Ryan Hudak <rhudak.globe@gmail.com>, Ryan Hudak <rhudak@theglobeacademy.net>, Sharon Camara <scamara.globe@gmail.com>, Sharon Camara <scamara@theglobeacademy.net>, Tyler Goforth <tgoforth@theglobeacademy.net>

All, apologies for the delay in sending these notes. I will send notes for our meeting on Tuesday, 1/8, shortly.

Attendees: Juan Archila, Darren Fagan, James Minderhout, Judy Limor

Meeting called to order at approximately 6:30pm

### 1. Updates for the Group:

A. Upper Campus Renovation Project for Fall 2019: Colliers Program Management proposal looks good to go. We will recommend board approval ASAP (completed: 12/20/18). We are set for Design-Build team interviews on 12/18/18.

### 2. Updates from the Group / Discussion:

A. Site Plans: Brad sent conceptual site plans for both campuses for our review. We focused on the Upper Campus and agreed that this needs to be prioritized for Fall 2019 as a separate project but added to Colliers PM scope.

Meeting adjourned at approximately 7:30pm



Juan Archila <juanarchila@theglobeacademy.net>

## GLOBE Facilities Committee Meeting Notes, 1/8/19

Juan Archila <juanarchila@theglobeacademy.net>

Thu, Jan 10, 2019 at 9:29 PM

To: Amy Stone <amyplauche@gmail.com>, Anna Witte <annawitte@hotmail.com>, Brad Jones <rbjonesy@gmail.com>, Chip White <chipwhite@theglobeacademy.net>, Chip White <cwhite.globe@gmail.com>, Christi Elliott-Earby <celliottearby@theglobeacademy.net>, Dana Stone <dana229@gmail.com>, Darren Fagan <dfagan@irishpubcompany.com>, Delilah Wynn-Brown <delilah@wynnbrown.com>, Denise Clayton-Purvis <cfo@theglobeacademy.net>, Denise Procida <Denise.Procida@perkinswill.com>, drgarcia <drgarcia@i2wc.com>, Elizabeth Oliver <elizabethgoliver@gmail.com>, Ghassan Bitar <gasbitar@aol.com>, James Minderhout <jm@atlantaproav.com>, Jed Dennard <jdennard.globe@gmail.com>, Jen Millarker <jparker@theglobeacademy.net>, Josh Gregory <josh.gregory@colliers.com>, Judy Limor <jlimor@theglobeacademy.net>, Kevin Holder <kholder@theglobeacademy.net>, Mira Williams <mirawilliams1973@gmail.com>, Ryan Hudak <rhudak.globe@gmail.com>, Ryan Hudak <rhudak@theglobeacademy.net>, Sharon Camara <scamara.globe@gmail.com>, Sharon Camara <scamara@theglobeacademy.net>, Tyler Goforth <tgoforth@theglobeacademy.net>, "Brooks, Scott" <Scott.Brooks@colliers.com>

Attendees: Juan Archila, Scott Brooks (Colliers), Christi Elliott Earby, Brad Jones, Elizabeth Oliver

Meeting called to order at 6:35pm

### 1. Updates for the Group:

A. Upper Campus Interior Renovation and Elevator Retrofit: Scott Brooks was introduced as our program manager from Colliers International. Christi signed his contract. Scott mentioned that he will begin to press Hogan Construction, our selected Design/Build contractor, to get a draft of their contract ASAP. Kevin Richardson will also be on the PM team. Moving forward, we will need to establish cadence of meetings and how to provide timely design feedback. The idea of remote meetings (Skype) was discussed.

### 2. Updates from the Group / Discussion:

A. Certificate of Occupancy: Grease trap inspector made a visit to GLOBE and indicated that we may be in violation of our Certificate of Occupancy. Christi forwarded me the email and Tyler was to send me further communications (completed, 1/10/19). It appears that we may be OK, as we have not done any new construction since the purchase, but GLOBE needs to call the plan review department to potentially update our Certificate of Occupancy to show that we own the site outright and are not sharing space with the church.

B. Upper Campus Exterior Work: The Board voted to put collateral into a CD, freeing up the house property to be redeveloped into an athletic field. A topo/tree survey was completed and the group reviewed challenges/opportunities including the presence of specimen trees and steep/hilly grades that may prevent a full-width level field. We agreed that Colliers should add this project to their PM scope - we are expecting an additional service proposal.

C. Steeple removal: Final approval was granted to take the main steeple down over the bells. Juan to let Dana know to have Murty-Alcott pull the proper permits and schedule the work.

D. Lower Campus Modulars: The modulars are now occupied, however, the site work is incomplete. Brad sent Mark Howell Inc. a list of items to complete. We need to stay on top of him to get these completed, as the site is far from looking presentable.

Meeting adjourned at 7:45pm



Juan Archila <juanarchila@theglobeacademy.net>

## GLOBE Facilities Committee Meeting Notes, 1/22/19

Juan Archila <juanarchila@theglobeacademy.net>

Sun, Jan 27, 2019 at 9:58 AM

To: Amy Stone <amyplauche@gmail.com>, Anna Witte <annawitte@hotmail.com>, Brad Jones <rbjonesy@gmail.com>, Chip White <chipwhite@theglobeacademy.net>, Chip White <cwhite.globe@gmail.com>, Christi Elliott-Earby <celliottearby@theglobeacademy.net>, Dana Stone <dana229@gmail.com>, Darren Fagan <dfagan@irishpubcompany.com>, Delilah Wynn-Brown <delilah@wynnbrown.com>, Denise Clayton-Purvis <cfo@theglobeacademy.net>, Denise Procida <Denise.Procida@perkinswill.com>, drgarcia <drgarcia@i2wc.com>, Elizabeth Oliver <elizabethgoliver@gmail.com>, Ghassan Bitar <gasbitar@aol.com>, James Minderhout <jm@atlantaproav.com>, Jed Dennard <jdennard.globe@gmail.com>, Jen Millarker <jparker@theglobeacademy.net>, Josh Gregory <josh.gregory@colliers.com>, Judy Limor <jlimor@theglobeacademy.net>, Kevin Holder <kholder@theglobeacademy.net>, Mira Williams <mirawilliams1973@gmail.com>, Ryan Hudak <rhudak.globe@gmail.com>, Ryan Hudak <rhudak@theglobeacademy.net>, Sharon Camara <scamara@theglobeacademy.net>, Tyler Goforth <tgoforth@theglobeacademy.net>

Attendees: Juan Archila, Sharon Camara, Darren Fagan, Judy Limor, James Minderhout

Meeting called to order at 6:35pm

### 1. Updates for the Group:

A. Upper Campus Interior Renovation and Elevator Retrofit: A design kickoff meeting was held immediately preceding this meeting, with representatives from Colliers, Hogan Construction, and Houser Walker Architecture. Juan represented The GLOBE Academy. Agenda and minutes were sent to the Facilities committee on 1/27/19. An electronic schedule for design and construction will be sent early next week (week of 1/28). The priority is turning in a permit set for the interior work ASAP. One or two more touch points with GLOBE will be needed (in-person or virtual meeting) before then and the team will reach out, through Kevin Richardson at Colliers, to schedule.

### 2. Updates from the Group / Discussion:

A. Upper Campus Exterior Work: After further discussion with administration, the group agrees that the new part-time facilities person, to be hired in the next few weeks, shall be the point of contact for this effort, which will begin as a master plan for the entire campus (including fencing, parking lot improvements, playground modifications, athletic field conversation at house site). Brad will get at least three proposals from landscape architects and we hope to have a recommendation to the Board for the February meeting.

B. Part-Time Facilities Person: The school has received several resumes of very qualified applicants. Based on the applicant pool, the successful candidate will be able to run multiple projects of varying complexity, with the largest being the Upper Campus exterior master plan. Juan recommended someone to apply and therefore has recused himself from the selection process. In fact, Juan doesn't know if this person even ended up applying.

Meeting adjourned at 7:45pm