BOARD MEMO

Date: June 19, 2020

BOARD INFORMATION: X MEETING PREPARATION:

- **FROM:** Dr. Alicia Hart, Acting Executive Director of Facilities and Operations John Finnigan, Acting Director of Educational Facilities
- THROUGH: Gregory C. Hutchings, Jr., Ed.D., Superintendent of Schools
- **TO:**The Honorable Cindy Anderson, Chair, and
Members of the Alexandria City School Board

TOPIC: FY2020 Educational Facilities Summer Projects Update

ACPS 2020 STRATEGIC PLAN GOAL:

Goal 4: Facilities and the Learning Environment Goal 6: Effective and Efficient Operations

SY 2019-2020 FOCUS AREA:

Focus Area 5: Strategic Plan

FY 2020 BUDGET PRIORITY:

Communications and Customer Service for External Stakeholders Optimal and Equitable Learning Environments Communications and Customer Service for Internal Stakeholders

SUMMARY:

The attached list identifies summer projects for FY2020. The list is organized by school and project type; sixty-four (64) CIP projects are currently underway, anticipated to occur over the summer, or have been recently completed. Of the 64 projects shown:

- One (1) project is in the "Initiation" phase
- Thirty-two (32) projects are in the "Planning/Design" phase
- Twenty-four (24) projects are in the "Implementation" phase
- Seven (7) projects are in the "Completed/Close-Out" phase

Phase Descriptions

Initiation: The primary scope of work in the project has not started. This could be as a result of project procurement, consultant selection, work prioritized by season, and scope of work definition.

Planning/Design: Planning and design work for the project has started. This could include reviewing and editing the project scope, conducting feasibility studies, permitting, interdepartmental or interagency coordination, acquiring land for a construction project, etc. The project could still be in this phase during the project solicitation process.

Implementation: Efforts towards completing the primary scope of work has started. Construction has begun, equipment has been received and is being installed, a master plan is being updated, etc.

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Close-Out: Final invoices have been received, paid and/or are in the process of being paid, reimbursements will be sought (if applicable), and work is considered complete.

BACKGROUND:

The Office of Educational Facilities plans and executes renovation and reconfiguration projects. Project status updates are provided to the School Board on a regular basis and/or as requested.

RECOMMENDATION: The Superintendent recommends that the School Board review the FY2020 Summer Projects Update.

IMPACT: Advances the 2019-2020 Operations Department Improvement Plan

ATTACHMENTS:

- 1. Presentation: FY2020 Educational Facilities Summer Projects
- 2. FY2020 Educational Facilities Summer Projects List

CONTACT:

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