

# MINUTES

## THE SOUTH CAROLINA PUBLIC SCHOOL FACILITIES COMMITTEE GUIDE REVIEW MEETING

Rutledge Building, Room 806  
Columbia, South Carolina

April 5, 2012  
10:00 A.M.

Voting Members Present: Jacqueline Myers, Chair; Delisa Clark, PE  
John Butler, CPA; K. Mark Faulk  
(Proxy for H. Ashley Johnson); Eddie Rodelsperger

Teleconference Voting Members: Donza Mattison, AIA; Emma Souder, AIA

Voting Member Not Present: H. Ashley Johnson, PE

Advisory Member Present: Ronnie Hall; Michael T. James  
Steven Jenkins, PE

Teleconference Advisory Member: David Blackwell

Advisory Members Not Present: Kim Aydlette, Esq.; Jim Britton, CCM  
Michael Chewning, AIA  
Catherine Graham, MEBME  
Rick Holt; Greg Hughes; David Lindsay  
Jeffrey Reynolds, AGC; Chris Whitley  
Cindy Wright, AIA

Recorder: Juliet Berry

### OPENING - WELCOME

Ms. Myers, Chair, introduced herself and welcomed everyone to the South Carolina Public School Facilities Committee Guide Review meeting on April 5, 2012.

### DECLARATION OF QUORUM

Ms. Myers declared a quorum present.

## **APPROVAL OF AGENDA**

Mr. Rodelsperger made a motion for approval of the agenda. Seconded by Mr. Butler. The Motion carried.

## **APPROVAL OF MINUTES**

Mr. Butler made a motion for approval of the minutes. Seconded by Mr. Rodelsperger. The Motion carried.

## **DISCUSSION OF REVISIONS TO 2012 SC SCHOOL FACILITIES PLANNING AND CONSTRUCTION GUIDE**

### **REVIEW OF MINUTES AND PROPOSED CHANGES FROM MARCH 29, 2012**

**Changes noted in the meeting minutes from the previous meeting were discussed.**

#### **FORM F1**

Changes to move instructions to the footer, eliminate funding information, clarifying who prepared the estimate and removing references to the School District Board were incorporated into the form. After discussion, the census of the group was to accept the changes as shown.

#### **FORM F2**

Changes to move instructions to the footer, eliminate funding information, move zoning information, add information to the utilities section, add a list of attachments and clarify legal language associated with the note "Is the site free of conditions and nearby installations that endanger the life, safety and health of children". After discussion, the census of the group was to accept the changes as shown.

#### **FORM F2A EVALUATION FOR APPROVAL OF PROPERTY ACQUISITION (SITE EVALUATION FORM)**

There was one modification to the form as distributed with the minutes. A note suggested by the legal department was added to remind districts that they are responsible for ensuring the suitability of the site. After discussion, the census of the group was to accept the form as shown and with the added language from the legal department.

#### **FORM F3**

Changes to add Area of Refuge to page 6, expand the table on page 7 be expanded so that interior and exterior conditions of the bearing and non-bearing walls are noted separately, splitting information in the structural tables to not repeat information that applies to the entire building, show information for the live load by occupancy group rather than building area, and a note for the source of information for the energy table was added. Mr. Jenkins noted that the units are incorrect on the building height table and asked for clarification that the building fixture counts in the plumbing table are the minimum required by code. Ms. Clark noted the "other" was missing on the Other Fire and Life Safety Features. Ms. Myers suggested a table to show information for natural gas or propane for the site. Ms. Clark suggested deferring the table until discussion on Division 10. After discussion, the census of the group was to accept the changes as shown with the additional information discussed.

#### **FORM F4**

Changes to remove the certification of substantial completion prior to the inspection and provisions for additional contact information for the design professional were made. Ms. Mattison noted that a typographical error is in the last section. After discussion, the consensus of the group was to change “MY” to “MAY” accept the changes as shown.

#### **FORMS F5 and F6**

Ms. Clark suggested that discussion on these forms be deferred to the next subcommittee. After discussion, the consensus of the group was to defer the discussion.

#### **FORM F7**

Ms. Clark suggested that this discussion be deferred until input is received from the Transportation group. After discussion, the consensus of the group was to defer the discussion.

#### **New proposed changes were discussed.**

### **DIVISION 1 GENERAL REQUIREMENTS**

#### **SECTION 112 BOARD OF APPEALS**

Ms. Clark presented language proposed by legal for this section. Ms. Myers suggested that school district representatives should be eligible to serve on the Board. Ms. Clark said that she would consult with legal on that point. After discussion, the consensus of the group was to accept the proposed language with consideration of the school district’s role to be considered after additional input from legal.

#### **SECTION 114 WAIVERS**

Ms. Clark presented language proposed by legal for this section. After discussion, the consensus of the group was to accept the proposed language.

#### **SECTION 107 SCOPE OF DISTRICT RESPONSIBILITY**

Ms. Clark noted that this is currently a placeholder for additional input. Suggestions were made for broad topics to be included, but additional input will be required from the other subcommittees before the language can be finalized. After discussion, the consensus of the group was to note the board topics but defer finalizing language until after the other subcommittees provide input.

Ms. Mattison asked if the forms will be available in Word for downloading. After discussion, Ms. Clark suggested that the intent is to provide capability for downloading, but additional information will be needed to maintain the template. A proposed solution will be presented to the committee for consideration.

Ms. Clark thanked everyone for their hard work on the revisions to date and stated that the committee will received a copy of all the revisions to date. It is anticipated that subsequent committees will use this work as a basis for their changes and will likely make additional recommendations for revisions. This committee is expected to reconvene after the other two subcommittees have completed their work to finalize outstanding proposals.

### **ADJOURNMENT**

Ms. Mattison made a motion to adjourn. Seconded by Mr. Rodelsperger. The meeting adjourned at 11:30 a.m.