

**Perquimans County Board of Education
Special-Called Meeting – February 6, 2023**

The Perquimans County Board of Education met for a special-called meeting on Monday, February 6, 2023 at 1:00 p.m. in the boardroom at the Central Office. Audio access was also available to the public by dialing a telephone number and entering a meeting ID and passcode.

Chairman Russell Lassiter called the meeting to order and welcomed everyone to the meeting. Mr. Lassiter led the audience in reciting the Pledge of Allegiance to the American Flag and had prayer.

Board members present: Chairman Russell Lassiter (in person), Vice Chair Arlene Yates (in person), Kristy Corprew (in person), Dr. Anne White (in person), and Matt Winslow (in person). Leary Winslow was absent.

Approval of Agenda

Upon motion by Dr. Anne White and second by Kristy Corprew, the Board voted unanimously to approve the agenda for the meeting as presented.

New Business

McKinney-Vento Subgrant Application

Superintendent Dr. Tanya Turner said she sent a copy of the McKinney-Vento subgrant application to the board last week for their review and approval so that the grant could be submitted, with the understanding that formal action would be taken at the next board meeting. Since a special-called meeting was scheduled, Dr. Turner asked Dr. Kanika Griffin to attend to answer questions and/or provide explanations regarding the grant application in order to finalize submission of the grant. Dr. Griffin explained that Perquimans County Schools had been in a consortium with Martin County and Bertie County, but because of the number of students in the district the past three years, Perquimans branched out on its own and prepared an application for submission in the amount of \$30,000. Dr. Griffin requested that the Board formally approve the 2023-2026 McKinney-Vento subgrant application as presented. Upon motion by Dr. Anne White and second by Arlene Yates, the Board voted unanimously to approve submission of the McKinney-Vento subgrant application for 2023-2026 as presented.

Agreement with Hite Associates

Board Chair Russell Lassiter introduced Mr. John Birath, who provided information about the proposed agreement with Hite Associates. Mr. Birath said following the Board's authorization of Dr. Turner's recommendation of Hite Associates, Dr. Turner, legal counsel, and Mr. Birath engaged with Hite Associates to discuss their fees and structure of the contract of agreement for their services. The contract, which was developed and reviewed by the board attorney with Tharrington Smith, was for the amount of \$2,760,000. The funds would be provided through the Needs-Based School Grant that Perquimans County Schools received to build the new school. The funds for the architect's contract are included in the grant application; they will not come from local allotments. This includes Hite's services to access potential sites for the new school since a site has not been decided on at this point. Their services include not only building and occupying the new school, but also the warranty period for one year. Dr. Turner added that she sent the Board the most updated version of the contract prior to the board meeting this afternoon. There were minor grammar corrections that were made as well as inclusion of the signature page from Mr. Hite and all the attachments.

Mr. Birath entertained questions from the Board. Mr. Lassiter asked if the contract price was in line with what Mr. Birath had seen in the past, or if it was more or less. Mr. Birath stated it was what he considered fair and reasonable, based on his experience having been a principal in an architecture firm. He said if the same design is reused over and over, the amount would be less than that, perhaps in the range of 4%-5% of the total construction. A design from scratch to meet unique needs, not using an existing prototype, would be in the price range of 6%-7%. Therefore, the cost falls within what Mr. Birath considered as fair and reasonable for the services that will be provided for the new school. He said when the state sets budgets for their work, such as colleges, universities, and other state buildings, they set their rates at about 8%. Hite's amount is about 6%. Mr. Birath referred to Exhibit A in the contract. Mr. Hite established a preliminary amount for the project, a 140,000 square foot building for approximately 900 students in grades 3 through 8 on a 45-acre developed site, using past and current projects, as to what he believes to be a reasonable construction cost of approximately \$46,000,000. However, this project will not bid for about a year so he is anticipating escalation of about 9% which brings construction costs to \$48,300,000. There will be other costs incurred throughout the project—contingency, Hite's fee, environmental analysis, land surveys, geotechnical work, construction material testing inspections, furniture, fixtures, equipment for classrooms and laboratories, technology, media center supplementals, kitchen equipment/smallwares, and custodial equipment. These items bring the total to an estimated amount of \$54,000,000. These figures are preliminary since the administration and Mr. Birath have not yet met with Hite Associates to share the specific needs of Perquimans County Schools.

Mr. Lassiter also asked about information from Hite where a preliminary number was provided on other projects and where the final number actually came in for those projects. Mr. Birath said that he could check with Mr. Hite to see if they could provide that information from other contract work over the recent years. Mr. Lassiter said he didn't need the information to approve the contract. He would like to know what to expect as the district gets into the project.

Dr. White asked about the proposal Hite submitted being about 6% and the state typically being about 8%. She asked if the 6% could increase to the 8%. Mr. Birath said Hite's fee will not increase. He said if the cost of construction increases, Mr. Hite's fee will not change as it is a fixed fee. Mr. Birath stated that when his projects are bid and built, they are 16% less than what the state average is for schools. The projects he designs and bids comparable to another 140,000 square foot schools come in consistently less than the state. The efficiencies in how they design the structure, the simplicity, and the key elements that he brings to it are what helps to keep the costs down.

Mr. Birath stated this is a big project and a lot of funding is coming through tax payers and various entities. The majority of the funding is coming through the Public School Lottery Needs Based Grant; however, there is a need for additional funds. Over the next series of years, the district will work through grant opportunities outside of the lottery to fund some of these items.

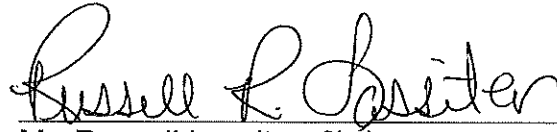
After a question and answer period, the following action was taken.

Upon motion by Matt Winslow and second by Arlene Yates, the Board voted unanimously to approve the agreement with Hite Associates for design services of the new school in the amount of \$2,760,000 as presented by the Superintendent.

Mr. Lassiter thanked the Board for their support and for attending the special-called meeting.

Adjournment

There being no further business, the meeting was adjourned at approximately 1:20 p.m.



Mr. Russell Lassiter, Chairman



Dr. Tanya Turner, Superintendent