

Operations Board Update – April 13, 2026

- **Nutrition** – The Nutrition Department is gearing up for end of the year field trips and summer school. We are preparing to serve hot breakfast and lunch to any child within the community using the seamless summer option. This means that any child ages 1-18yrs. can come to our sites and receive a meal. We are also excited to be a part of Dr. James "we teach kids to read initiative" and have added fun signage to our kitchens to help engage the students. Special shout out to Will Rogers Elementary who have also been using meal time as a learning experience. They recently used our 4x6 pizza as an easy math lesson making lunch fun!
- **Transportation** – *MotorWeek*, a weekly automotive TV Series airing on PBS Stations nationwide, now in their 45th season on the air, interviewed John Wiles about our Electric Buses and charging infrastructure. It was great!
<https://www.pbs.org/video/2026-porsche-911-gt3-2025-ford-maverick-lobo-oka1zn/> . Transportation is working on summer school routes for our summer school program. John Wiles is at the Traversa conference where he is not only attending sessions, but he is presenting on our electric bus program.
- **Technology** – Technology has been getting students devices ready for testing for ACT and State testing. Technology completed E-Rate bids for replacing network switches at the High School, Middle School, and a couple of elementary schools. This will be a couple year project. Setup new laptops for the aerospace/stem program at the High School. A laptop refresh for all sites is underway. This will replace all staff computers at the sites.
- **Maintenance/Construction** – We have placed a camera with a live feed on Stucker so people can watch the progress from our website. The secondary ring beam for Stucker is being constructed now. The dome should go up at the end of April, first of May depending on weather. The maintenance and grounds department has worked hard to cut costs, move work in-house, and stretch our dollars. Below are some of the approximate savings we have made. There some new costs we will incur for supplies, but the overall savings are sizeable. We are looking at around \$198,000 in annual savings.
 - Custodial: We have taken over the summer cleaning/waxing of the middle school for a \$30,000 savings.
 - Lawncare: We have taken over all lawncare and spraying for a savings of \$97,000.
 - Nutrition equipment maintenance: We have taken over all maintenance of our kitchens for a \$40,000 savings.
 - Snow removal: We have taken over snow removal of our campuses and partneered with the city and county for a \$16,000 savings.

- o Equipment rentals: We purchased (with bond money) the 3 items we rent most often...a 50-foot boom lift, a scissor lift, and a dump trailer. We were spending around \$15,000 per year on these items.
- Below is some data on work order completion times. We are working hard to be as responsive as possible to all work orders.

2-1-26 thru 2-28-26

- Maintenance staff completed 155 out of 169 new work orders and 21 previous tickets and averaged a 4.2 day response time with a 5.2 day resolution time
 - 32-Plumbing
 - 25-Preventative Maintenance
 - 19-HVAC
 - 13-Carpentry
 - 12-Electrical
 - 12-Walls,Ceilings,& Roofs
 - 9-Keys/Locks
 - 8-Grounds
 - 7-Pest Control
 - 17-Misc

3-1-26 thru 3-31-26

- Maintenance staff completed 114 out of 137 new work orders and 14 previous tickets and averaged a 2.9 day response time with a 2.9 day resolution time
 - 33-Plumbing
 - 14-Preventative Maintenance
 - 14-Carpentry
 - 12-HVAC
 - 10-Electrical
 - 9-Painting
 - 7-Kitchen Equipment
 - 7-Wall,Ceiling, & Roof Repairs
 - 6-Lock/Key Issues
 - 5-Pest Control
 - 4-Grounds
 - 7-Misc. Ticket
- Over Spring Break the maintenance staff completed several large projects including
 - Installing a 6' by 19.5' skylight in the west hall of the Middle School
 - Assisting Contractors in Replacing 4 HVAC units a Jefferson Elementary
 - Installing a drainage system at Jefferson Elementary
 - Replacing a HVAC compressor at the High School Band/Choir Room
 - Replacing/Re-piping a Vertical Lift Pump at the Union Street Gym

- Staff are preparing for a few projects in the month of April (and May) that include the following
 - Shawnee Middle School outdoor basketball goal replacement
 - Union Street Gym bathroom remodels
 - Sequoyah remodel preparations
- Due to some issues on the part of our architect and construction manager we will not be able to complete 100% of the Sequoyah work in the 70-day window we have in the summer. Below are letters from MASS Architects and Wynn Construction about the scope and reasons for the extension. The main concern is the large number of windows that need to be replaced. We are working on a plan to continue the work after school starts with as little impact on instruction as possible. Please see attached documents.

March 24, 2026

Matt Johnson

Executive Director of Operations
Shawnee Public Schools
matjohnson@shawnee.k12.ok.us

RE: Sequoyah Elementary – Phase 2 – Renovations.

Mr. Johnson:

I am writing this letter to explain to the District the current status of the Sequoyah Elementary – Phase 2 project that has been scheduled for construction this summer break, 2026. Our office has been aware of this intent and schedule. This portion of the project was designed with completed construction documents in spring of 2025 when the project was then divided to construct the parking lot at that time while holding the building renovations for later. During fall of 2025, you notified our team of requested revisions to the design and scope.

Production for making those changes was scheduled for February 2026 to coordinate into the bandwidth and scheduling of other projects in our office. We also took that opportunity to review the as-built conditions of the restrooms to avoid the construction conflicts encountered on the earlier projects. Some inaccuracies between the original design drawings and the existing conditions were found and updates to the restroom designs were required. These corrections triggered additional efforts from the consulting engineers not anticipated as the main intent of the design changes primarily related to finishes.

While coordinating this work within our office and with our consulting engineers, I failed to maintain the target date for the bidding documents noted in the construction manager's master schedule. In missing that deadline, their ability to prepare the bid packages, release for bidding, and award contracts is compressed and proportionately delayed. This, unfortunately, will impact the ability for the awarded contractors to immediately mobilize. Lead times and product availabilities will have to be given significant consideration to maximize efficiency.

The number and amount of storefront windows to be replaced at this site is greater than the other schools and was already going to be a challenge to be completed in 10-11 weeks. I sincerely apologize for this untimely delay and am fully aware of the risk it does add to the project's schedule. Our office shall double-down on our commitment to processing shop drawings and submittals in a timely manner and collaborate with the construction manager on prioritizing efforts to minimize disruptions to school operations as this project closes out.

Respectfully,



Matthew Radcliffe, AIA
Principal





WYNN CONSTRUCTION CO., INC.

11901 North Eastern Ave. Oklahoma City, Oklahoma 73131 Phone: (405)

753-1120 Fax: (405) 753-1159

April 7, 2026

Shawnee Public Schools
Atn: Mr. Mat Johnson, Operations Manager

RE: Sequoyah Elementary – Renovation Scope of Work (Bid Package #002)

Dear Mr. Johnson –

Based on the current schedule we have projected based on when bid documents were finalized and the time frame required for bidding publicly funded/bond projects via Title 61 requirements, there are several scopes of work that could be affected and not completed during the summer break period. This could include the exterior window replacement scope (likely) but also restrooms, etc.

From the time documents were made available, we have shown in an updated master schedule that reflects DESIGN, BID and CONSTRUCTION milestones for all projects under this bond initiative that bidding of projects typically takes 30 days start to finish. That includes the local advertisement requirement of 1-2 weeks, at least 2-3 weeks for bidding to allow time for prospective subcontractors and suppliers to provide accurate bid packages and ask questions and review the work site since this is an existing building (not new construction), bid opening and bid tabulation, recommendations and submission of the pricing to you and finally acceptance by you and then notice to proceed provided. The updated schedule provided last showed a date we needed to go to bid by that was exceeded by over a month (design/bid documents available for bidding process).

Once the notice to proceed is provided, that allows us then to immediately start notifying subcontractors and suppliers who were the recommended award recipients to begin the submittal process. That can take up to 2 weeks to obtain submittals after award/contracts provided, then industry standard allows 2 weeks of review time by the architect/engineers of the submittals before orders can be placed.

Documents (plans and specifications) were provided for bidding on Friday 03.27.26. Notice of advertisement was placed the week prior with the anticipated documents being available last week. Wynn has since issued the bid documents and sent out invitations for bidding. The remaining schedule is as follows:

1. Non mandatory pre-bid meeting/site visit – 10 AM Thursday 04.09.26
2. Bid opening at SPS admin. building (board room) – 2 PM Thursday 04.23.26
3. Wynn confirmation of all bids and completing bid tabulations – Friday 04.24.26 to Monday 04.27.26
4. Wynn issuance of bid tabulations with recommendations to owner along with proposed project price – Monday 04.27.26 to Tuesday 04.28.26
5. Board meeting on approval Monday 05.04.26
6. Notice of Award Monday 05.04.26 or Tuesday 05.05.26
7. Wynn provide notices to subs/suppliers and start submittal process (pending item 6)
8. Project start Monday 05.25.26

As you can see, there are potentially only 20 calendar days between the award and project start. The previous example item that would likely not get done (windows) – shop drawings/submittals would take at least 2-3 weeks to obtain and field measurements are taken (existing building/openings must be verified). Storefront and glass/glazing lead times right now are 8-10 weeks. Once storefront is in hand, the frames must be shop-built then glass can be ordered and frames are installed. The lead time alone to acquire materials is potentially beyond the start date of the fall semester (mid-August 2026).

We were able to obtain bid documents and bid previous projects with similar scopes (Jefferson, Will Rogers) months ahead of the summer schedule due to our knowledge of these conditions.

Sincerely,

A handwritten signature in black ink that reads "Justin Beaty". The signature is written in a cursive, flowing style.

Justin Beaty
Sr. Project Manager/Estimator Wynn
Construcon Co., Inc.

Enclosures: January 2026 Updated Master Schedule – Shawnee Projects (issued 01.12.26)

cc: file

