

**BOARD BRIEF**

Date: January 18, 2019  
For ACTION \_\_\_\_\_  
For INFORMATION X\_\_\_\_  
Board Agenda: Yes \_\_\_  
No X\_\_

**FROM:** Anita J. Cordova, Director, Operations Coordination

**THROUGH:** Mignon R. Anthony, Chief Operating Officer  
Gregory C. Hutchings, Jr., Ed.D., Superintendent of Schools

**TO:** The Honorable Cindy Anderson, Chair, and  
Members of the Alexandria City School Board

**TOPIC:** Update on George Washington Middle School Kitchen and Cafeteria Project

**SUMMARY:** The George Washington (GW) kitchen and cafeteria renovation project is a School Nutrition surplus funded project that received a construction contract approval to start during the summer break of the 2018 school year. CIP funding was added to the project to support the needed infrastructure improvements. The scope of work could not be paid for through Fund Balance due to state and federal regulations. Since that time, the project has been under construction with the cafeteria portion reaching substantial completion and opened to students for use on November 12, 2018.

During the course of the project, additional requests for enhancements to the design, as well as unforeseen building conditions, have been encountered.

This update provides a sequence of remaining steps to achieving project completion and a fully upgraded kitchen for operational use.

**BACKGROUND:** The kitchen and cafeteria project for George Washington Middle School consists of a full cafeteria remodeling including ceiling and flooring replacements, new furniture to match the interior design theme; as well as kitchen upgrades that include new equipment and exhaust system, and construction of food storage and administrative support spaces.

The updated timeline for completing the project includes (1) final change order tabulation that requires a Board briefing on January 31<sup>st</sup>, (2) execution of outstanding change order work, and (3) final health inspections of kitchen in preparation for serving students during the second week in February.

**RECOMMENDATION:** The Superintendent recommends the School Board review the above information.

**IMPACT:** Schedule for closed session briefings to review and approve change orders to the construction contract.

**ATTACHMENTS:** None

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