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Loudoun County School Board, Finance & Operations Committee Meeting, Tuesday, November 17, 2026

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Place	Loudoun County Public Schools / School Board meeting (see BoardDocs / LCPS-TV)
Length	26m (video)

- Official meeting video (Vimeo / LCPS-TV): https://player.vimeo.com/video/1247457790?rel=0
- BoardDocs (School Board): https://go.boarddocs.com/vsba/loudoun/Board.nsf/Public

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Speech-to-text: whisper.cpp, model large-v3-turbo. Produced 2026-11-18. Each paragraph starts with its time [HH:MM:SS] in the meeting video.

[00:00:00] Good afternoon. I'm calling this meeting of the Finance and Operations Committee to order. My name is Dena Griffiths, and I am joined by Ms. Amy Riccardi and Mr. John Pepper, who are my colleagues on the school board. I was just informed there is no public comment, so we will move on to the minutes. I have a motion to approve the minutes of the November 3rd, 2026 Finance and Operations Committee meeting. I move to approve the minutes of the November 3rd, 2026 Finance and Operations Committee meeting.

[00:00:34] Thank you very much. So the minutes were, there was a motion and seconded. It has been moved and seconded to approve the minutes of November 3rd Finance and Operations Committee. All those in favor, say aye. Aye. Thank you very much. Now we will move on to the approval of the consent agenda.

[00:00:55] Oh, no consent agenda for this meeting today. Okay, so we move on. Okay. We will now move to our action items starting with 4.01 support services award of ifb 26-545 waterford waterford elementary school renovation in addition may i have a motion to approve item 4.01 i move that the finance operations committee place this item on the december 1 2026 school board consent agenda and recommend the Loudoun County School Board to approve the contract award of IFB number 26-545

[00:01:34] Waterford Elementary School renovation in addition to Keller Brothers Inc. in the amount of $27,322,650 and authorizes the chair of the school board to sign the final contract documents upon presentation. Second.

[00:01:50] Thank you very much. It was, there was a motion by Mr. Pepper and seconded by Ms. Riccardi. It has been moved and seconded. This item is being presented by Joseph Pasquarelli, Director of Construction. Thank you. Thank you, Madam Chair. So we're happy to be able to present this item to you tonight that would allow us to move to construction for the Waterford project.

[00:02:11] We received bids for the construction of this project on October 15th. We had a competitive bid process with four bidders submitting bids. After reviewing the bids, we worked in partnership with the low bidder to review their scope in detail resulting in some cost savings and with that we recommend approval to keller brothers for this contract thank you very much mr pescarelli uh is there any discussion yes miss recording thank you madam chair i just had a quick question because there's a term in here i'm not familiar with which is value engineering can you explain that to me absolutely um so value engineering is

[00:02:51] is um what we do when we are looking to reduce some costs on a project so it's a term that that we use where we look to maintain the value of the project but also look for ways to reduce the cost. So it's a good practice for us to do, and in this case, we work with a low bidder to reduce their cost a bit just by reviewing their bid in detail with them.

[00:03:14] Is that more just about the product that's used or the negotiating service fees? What exactly of the value piece of this are you negotiating? Yeah, it could be all of those things. What we do is we'll work, we'll ask our consultants to bring some ideas, we'll ask the contractor to bring some ideas, and they could be things such as changing a specification for a particular kind of tile or something like that.

[00:03:39] So there's various things. So we've executed some of those things with them that were relatively easy to do, and we're going to continue to pursue some other value engineering ideas as we proceed with the project. Great. Thank you so much.

[00:03:55] Any other discussion? If not, we will go ahead and proceed to a vote, and this will go on the consent agenda for the school board. All those in favor, say aye. Aye. Thank you very much. And that will go on the consent agenda.

[00:04:15] Now we move on to item 4.02, Support Services Award of IFB 26-547-2027, Roof Renovation Program. May I have a motion to approve this item of 4.02? Yes, Madam Chair.

[00:04:30] I move that the Loudoun County School Board approve the contract award of IFB number 26-547TOL John W. Tolbert Elementary School roofing renovation project to CHU Contracting, Inc. in the amount of $1,686,384 and IFB 26-547SEL Seldon's Landing Elementary School roofing renovation project to Patuxent Roofing and Contracting, LLC in the amount of $1,641,850 dollars and authorize the chair of the school board to sign the final contract documents upon

[00:05:04] presentation. Second. Thank you. This has been moved and seconded and now it will be presented by Mr. Pasquarelli, director of construction. Thank you. So each year is part of life cycle planning. New roofs are installed at various schools that we have based on the age of the roofs. These projects are funded through the approved cap budget and will include John Tolbert and Selden's Landing Elementary School this coming summer. We have a competitive bid process here we recommend approval

to the low bidders identified in the item happy to answer any questions any discussion yes mr. pepper I find it

[00:05:41] interesting that you bid these as separate projects and not a single product there's reason for that there is so we found that we get better competition that way so we have we do have several really good roofing contractors that work with us so we it gives us an opportunity to have the work distributed in such a way to the lowest bidder in each of them so we found that But we bid these sequentially, you know, sometimes one day and the next day we do the next one.

[00:06:08] And that way we think we get our best pricing and we get the best participation we can with our roofing vendors. Thank you very much. And I guess we will proceed to a vote to put on consent.

[00:06:24] All those in favor say aye. Aye. Thank you. We move on to our information items. We will now move on to 5.01, business and financial services, state cost per pupil for tuition purposes.

[00:06:41] This item is presented by Casey Jones, Director of Budget and Financial Analytics. Thank you. Good afternoon. Section 22.1-5 of Virginia Code authorizes public school divisions to charge tuition for non-resident students and per school board policy 4010 tuition fees, LCPS uses a state calculation to determine these tuition costs.

[00:07:04] And with the Board of Supervisors taking a final action on the school's FY27 budget earlier this month, we are now able to finalize tuition rates for this school year. Based on the state calculation, this would be $19,086 for out-of-county students and $26,655 for out-of-state students.

[00:07:21] Unless otherwise directed, this item will be brought back to the F&O Committee on December 8th as either an action or consent item. Thank you. Thank you. Any discussion? Ms. Riccardi. Thank you, Madam Chair. Could we see kind of like the five-year trend on this?

[00:07:37] I know that they've been going up incrementally, but I don't know by how much. either as a question I guess just an email response or if you want to bring it back at the next meeting whatever we want to do I'm good with you there we can provide that yes great thank you I would also like to mention there's no document here to look at and per Miss Riccardi's request when it does come back if you could have it as an attachment that would be great is there any more discussion no okay so that was an information item and we look forward

[00:08:16] just seeing it at the next meeting. Thank you. We now move on to item 5.02, business and financial services renewal of RFP number R25100, roof repair services. This item is being presented by Ms. Fillaw, director of procurement and risk management. Thank you. Good evening. I'm presenting to you this evening the second renewal option for this contract, which is for roof repair and maintenance services on an as-needed basis. Earlier, you had an action item to replace entire roofs. In this instance, this is to repair those roofs, as identified by our facilities

[00:08:55] operations team. Two vendors were awarded this contract, Autumn Contracting and Raintree Services, and they did not increase their rate to provide these services. This is being brought before you as the amount is expected to estimate value is $500,000, with the contract effective from February 1, 2027 through January 31st, 2028.

[00:09:18] If approved, this will be brought forward as either an action item or consent item on your December 8th meeting with school board consent agenda on December 15th. Thank you. Any discussion?

No? Okay.

[00:09:34] Is there anything, I mean, I know these are repairs, but is there anything like that you can upload in a document? There is no document that would be uploaded here. The information is provided to you in the executive only with the proposals, the RFP, and the pricing information.

[00:09:51] Okay. Thank you. So this is an information item, so we look forward to seeing it at the next meeting. Thank you. Item number 5.03, Business and Financial Services Renewal of RFP number R24253, Benefits Consulting and Actuarial Services.

[00:10:11] This item is being presented by Ms. Fela, Director of Procurement and Risk Management. Thank you. this was also a renewal the current contract expires on february 28th 2027 this is the third renewal option with a on to provide consulting services related to our benefits program and this is paid for through the self-insurance funds with an estimated value of 346 000 that is no rate increase in their annual fee charged for those services if approved this can be brought back as an action item or consent item on december 8th 2026 and the school board consent agenda on december

[00:10:46] 15, 2026. Thank you. Any discussion? Mr. Pepper. Thank you, Madam Chair. About how often do we use these actuarial services? The actuarial services themselves are used annually for some report preparation that is built into the $346,000. Other fees that are charged is if we're putting out a solicitation for health insurance, they will do that for us. During the upcoming year, we do not expect to put out any benefits solicitation. Therefore, that is why the rate

[00:11:17] is $346,000. So is the amount of work that we are receiving for $346,000 greater than the amount of work that one person alone could do? Yes, and also because while it's a single cost, it's a firm, so they have a team that is preparing our actuarial reports, and it's more than one report that we receiving from them as well as they are available to answer questions throughout the year you know

[00:11:54] based on their expertise that they have that we do not have in-house that's that's fair i just wanted to do kind of in my brain a cost analysis of like would be better off doing with one person because i think we can probably get a person for less than 346 but if we're talking about specialists i think that this is and that's a good point because i was going to add that they do things other than the actuarial report um based on the discussion are you comfortable moving this to the Finance and Operations Committee meeting consent?

[00:12:27] I am. And if I may, go back to 5.2 and ask that same question for the roof repair. Yes. All right, great. Thank you so much. We'll move on to 5.04, Business and Financial Services Renewal of RFP R24254, American Sign Language Interpreter Services.

[00:12:51] This item is being presented by Ms. Phil Law, Director of Procurement Risk Management. Thank you. This is for American Sign Language services that are funded both through the Director of Employee Benefits, the HRTD department, as well as special education. This is for services for interpreters.

[00:13:09] If we have, for example, a hearing impaired parent that needs American Sign Language interpretation to have a meeting, that's for these types of services. If a student is having an IEP session or something, that is what special ed will do is provide. We will bring in these outside consultants to provide American Sign Language interpretation. We do have multiple vendors listed on this. The multiple vendors are listed to ensure that there's always an availability of someone to provide the services on an as-needed

or as-scheduled basis. This is a renewal. This is the third renewal option for this contract. The new contract is effective March 1,

[00:13:46] 2027 through February 29, 2028. And if approved, this can be brought forward as an action item or consent item on your december 8th meeting and on the school board consent agenda on december 15th 2026 thank you any discussion i oh i thought we had a discussion about this previously was this brought to us uh in the past the past me the previous meeting or the one before that no this has not been brought to you previously but we have talked about this before we had a discussion about i believe if i remember you had said you never really seen these individuals in action in our

[00:14:24] schools. That's right. Well, they're out there. Just don't know they're there because they might be in after school meetings or one on one meetings. We did have that discussion at one point. Okay. All right. Thank you. Well, based on the discussion, if the committee is comfortable moving this item forward to the next finance and operation consent. Yes, ma'am. Okay. We'll go ahead and do that. Thank you. We'll now move on to item number 5.05, business and financial services renewal of IFB number 1-2-3-3-2-1 HVAC filters for ongoing needs. This item is being

[00:15:00] presented by Ms. Fillaw, Director of Procurement and Risk Management. Thank you. This is for the various HVAC filters that we use in our schools that are handled by our facility operations team for replacement. You will see this one does have an attachment as it was an IFB awarded by line item, and the awarded vendor on this contract, this is the fourth renewal option for this contract, and the awarded vendor is identified on the attachment, and the value of this contract is $750,000, which is included in the FY27 facilities operating appropriated budget.

[00:15:35] There was no change in unit pricing for these filters, and new contracts effective March one 2027 and once again if approved this may be brought forward as an action item or consent item on december 8th 2026 and on the school board consent agenda on december 15th 2026. thank you any discussion no uh based on the discussion i believe we are if we're comfortable moving it to consent we'll go ahead and do that yes yes thank you very much um and then our last item 5.06

[00:16:14] Business and Financial Services Award of IFB No. 127016 Wetland Stream and Nutrient Mitigation Credits. This item is being presented by Ms. Fillaw, Director of Procurement and Risk Management. This is a new contract, a recently solicited contract for, as you said, Wetland Stream and Nutrient Mitigation Credits, which is funded by our Construction Services Appropriated Budget with an estimated value of $320,000.

[00:16:43] This contract has two different awarded vendors. We have one vendor for the nutrient credits, which is Clearwater Mitigation, and for the stream credits, HGS for wet, or I'm sorry, they have, Clearwater is for the stream credits and HGS for the wetland credits.

[00:17:00] So we actually have three different vendors on this one based on the type of credits. If approved, this item would be brought forward as action or consent on December 8th and on school board consent agenda on december 15th 2026. thank you any discussion yes mr carney sorry they i was just going to say i the documents just popped in for me in the executive side they weren't in here earlier for me anyway um i need to take a look at them so i just wanted my question

[00:17:36] was going to be could we get a list of what um the costs were per vendor but now i'm seeing them in here so i'll take a look yes that was posted in the executive summary i believe last week but i can't

confirm that but yes i'm sure it's a computer issue okay for docs it's yeah like because i'm just not several of these information items now are just popping in for me for some reason so no no worries not for me mine are still blank i was looking at the executive content um there's an actual a document for 5.06 there is a document for all of these um oh i'm blank the whole time

[00:18:15] and I was looking at the executive part because you had said that previously. - Are you guys logged into the system? - Yeah, yeah. - Okay, well I know 'cause Ms. Riccardi said she just saw 'em, so I don't know if there's something going on with board docs, but we do add attachments in executive only for our items.

[00:18:38] - Okay, yeah, that's why I was asking if there were attachments because I am not seeing it, and then I was looking at the executive breakdown. Did you have any questions, Mr. Pepper? So I will venture and say I do see all five proposals as well, the solicitation IFB.

[00:18:54] What I didn't see that I saw for some of the others was the, like, comparison between the companies. It is possible that each of these vendors only bid on the one. That's why you're not seeing a pricing comparison and why we awarded to three different vendors, because they each bid on what they had available.

[00:19:20] Oh, yes, that makes sense. Just to clarify, I do have a note here that says my authentication server has been lost. So that could be why I didn't have the document, so I apologize for that. As far as consent, per our discussion, how does everybody feel?

[00:19:41] I'll leave it to you, Ms. Riccardi. You want to review the document? I do, actually. Okay, sure. And I apologize for that because I've been really good about logging into board docs to make sure I see the executive content. Well, I don't have it, so I say, okay, we'll push it off to the next one.

[00:19:59] Action to action next time. Yeah, that would be great. Thank you. Now we continue on to 5.07, support services fiber easement at Elaine Thompson Elementary School. This item is being presented by Mr. Pasquarelli, Director of Construction.

[00:20:15] Thank you. This is a request for an easement at the front of the school, which would be used to provide fiber optic internet service to service this area. Documents have been reviewed by division council's office as well as support services engineering team We do not see any impacts to the use of our site and we recommend approval any discussion. Yes, mr Curry, all right, I have a bunch of questions for you So I believe that our cola mills drives drive is in an active V dot and county study right now to expand it

[00:20:52] So I guess my first question is if this is going right along the road Who's going to be responsible for moving these lines if they put them in and then they want to expand the road so I'll have to double-check but I believe that that road widening study was was Doesn't include this particular area of the road. I think it's down more towards The other area of the road, but I'll find out for you. Okay, but the short answer to your question would be We would not be responsible for moving this if any other work did occur

[00:21:30] That's responsibility of the vendor who's putting the lines and all we're doing is giving them approval to be able to You know utilize some of our property to run that you know easement there, but we're not responsible for Relocating if need if needed, okay And does policy 6355 apply at all to this so this is not an electrical line This is a fiber off the data line, okay?

[00:22:03] I guess the part I guess the part I'm concerned with is it's public use using our property for public use and utilities i generally don't have a problem with this just so you know i just want to make sure that we're not in conflict with our intent for 6355 but um i'm assuming you guys have already looked at that so i'm good with i just want to raise i kind of raised the pseudo question about whether or not we're we're good with that i mean i know we do this with other properties too so i'm not again i'm not super concerned with this i just want to make sure that we're not getting ourselves into a

[00:22:38] situation where we've now put in public utility-ish lines on our property and if there were any conflicts with that policy. Yeah, we did review that. We believe that the policy is specific to electrical transmission, and this would not be applicable to that. Okay, and then there's this $1 purchase piece of that. Is that typical as well? Sometimes we see that in these easements where there's essentially no cost to them for acquiring this property. Is there any risk management issues while they're doing this construction since they'd be on our property, or do we give the easement and they bear the burden?

[00:23:16] Like if somebody gets injured on the job site, but it's the easement that we have. They carry the insurance during the course of that work. All right, thank you for that. I appreciate it. Any other discussion?

[00:23:33] No. I am familiar with that area, and I know there's a lot of construction going on right now, and there are one lane on each side, so it's very tight. So, I'm just curious, just this really doesn't have anything to do with it.

[00:23:49] It's not going to interfere with the kids getting to school or anything, is it? No, absolutely not. No, we make sure as one of the, when we approve these types of things, we make sure that we understand when we'll be doing work and make sure that they don't interfere with any traffic. They have to keep our bus loop entries open at all times, those kinds of things.

[00:24:07] So, we manage through those parts and pieces. Thank you. Thank you for clarifying. Is everybody okay with consent for this item? Yes. Yes? Okay. We'll go ahead and put that on the Finance and Operations Committee meeting as a consent item.

[00:24:24] Thank you. We are at new business. Is there any new business before the committee today? Oh, yes, Ms. Riccordi. Thank you, Madam Chair. I just wanted to just put on the record, too, that I've supplied, per our last meeting, we had the presentation of the new report that we had looked at last time.

[00:24:45] just I don't know if you guys any questions I know I just send it this afternoon so you probably haven't had a chance to even look at it and that's totally fine I just wanted just to let you know that I we did talk about that policy 4310 sample document and I had pulled the information from that and from the sole source contract list from the website and put it in there so I'm happy to answer questions about that another time or later on whenever we get to it but that was just kind of an example of I think what I was looking for I think it encompasses the data that would be most useful as we're looking

[00:25:19] through the smaller purchase items for that policy so just want to put that on the record that we've submitted them thank you mr. cardi is there any other new business to discuss today no well then we move on to adjournment if there's no further business thank you everybody for coming



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