

# GLOSSARY OF TERMS

## Long Range Planning Advisory Committee | 2016-17

Acronym	Description
<b>AE</b>	<b>Architect-Engineer:</b> On project updates, AE will be in reference to the status of the architecture/engineer contract, bid or project status, and always refers to an outside design team hired by the district.
<b>Basis points</b>	A <b>basis point</b> is a unit of measure used in finance to describe the percentage change in the value or rate of a financial instrument. One basis point is equivalent to 0.01% (1/100th of a percent) or 0.0001 in decimal form. In most cases, it refers to changes in interest rates and bond yields.
<b>Bid</b>	A <b>bid</b> is an offer of a price for a certain project. The district will release a “Request for Proposals” which includes a bid or cost for the work. <ul style="list-style-type: none"> <li>• For Bid/GMP, see “GMP”</li> </ul>
<b>Bond</b>	A <b>bond</b> is a voter-approved debt funding source issued by the district that can only be used for capital expenditures such as building repairs or new schools.
<b>CD</b>	<b>Construction Documents:</b> Documents that detail requirements for the construction of a building project. They consist of drawings and specifications. Drawings are the illustrative component of construction documents, whereas specifications are written requirements pertaining to building materials, equipment, and construction systems that outline the standards to be met in the construction of a project.
<b>CM/GC</b>	<b>Construction Manager/General Contractor:</b> One way of managing a construction project. In the CM/GC process the project owner (school district) hires a designer and a builder but the builder is brought on as part of the “team” to assist with the different phases and timing of the project. Sometimes more expensive up front, there are cost savings over time as the contractor works with the owner to set a guaranteed maximum price (GMP) and assumes much of the risk of overage charges. <ul style="list-style-type: none"> <li>• For a comparison option, see “Design-Bid-Build”</li> </ul>
<b>COP</b>	<b>Certificate of Participation:</b> A financing mechanism (lease-purchase agreement) that does not require voter approval and is used by school districts as an alternative to selling bonds to finance construction of new buildings and repairs on existing facilities.
<b>Coupon Rate</b>	A <b>coupon rate</b> for a bond is similar to a mortgage rate on a house. A coupon rate is the interest paid by bond issuers (the district) to its purchasers (lenders) and is calculated on the bond's face value (or par value). A coupon rate does not take into account any discount or premium in the purchase price.
<b>CTE</b>	<b>Career and Technical Education:</b> CTE provides multiple pathways to a wide range of in-demand careers with competitive salaries. Available to all high school students in the Five Star District, CTE courses combine rigorous academics with technical skills in hands-on learning environments. <ul style="list-style-type: none"> <li>• Bollman Technical Education Center is located next to Thornton High School. The bond provides funding to build an additional center at a site TBD.</li> </ul>
<b>DAG</b>	<b>Design Advisory Group:</b> A committee of staff and project stakeholders who provide input on overall design direction and feedback during the design of a project.

<b>DD</b>	<b>Design Development:</b> Design Development follows the Schematic Design Phase (see SD) and defines and describes all important aspects of the project so that all that remains is the formal documentation of construction contract documents.
<b>Debt service</b>	<b>Debt Service</b> is the amount of money required to make payments on the principal and interest on outstanding loans, the interest on outstanding bonds or the principal on maturing bonds.
<b>DBB</b>	<b>Design-Bid-Build:</b> A project delivery model that involves three sequential project phases and contracts: The design phase with a design firm; the bid phase, when a contractor is selected; and the build or construction phase, when the project is built by the selected (typically low bid) contractor. <ul style="list-style-type: none"> <li>• Otherwise known as “Hard Bid”</li> <li>• For a comparison model, see “CM/GC”</li> </ul>
<b>DSC</b>	<b>Design Steering Committee:</b> Committee comprised of district staff from various departments to collaborate on a project’s design and construction plan.
<b>DW</b>	<b>District-Wide:</b> Used most often in reference to projects that affect the entire district and not just one school.
<b>ECE</b>	<b>Early Childhood Education:</b> The Five Star District offers preschool in various schools throughout the district. The bond will provide 20 additional classrooms.
<b>FCI</b>	<b>Facility Condition Index:</b> The facility condition index (FCI) is used in facilities management to provide a benchmark to compare the relative condition of a group of facilities. The district uses this index to manage maintenance needs across the district.
<b>FF&amp;E</b>	<b>Furniture, Fixtures and Equipment:</b> FF&E is movable furniture, fixtures, or other equipment that have no permanent connection to the structure of a building or utilities.
<b>GMP</b>	<b>Guaranteed Maximum Price:</b> A final price for construction agreed upon by the contractor and the school district. The contractor is responsible for all cost overruns above the GMP.
<b>HVAC</b>	<b>Heating, Ventilation and Air Conditioning:</b> Units within school buildings.
<b>IT</b>	<b>Information Technology:</b> Used in both reference to the district department and technology investments using bond funding.
<b>IU</b>	<b>Instructional Upgrades:</b> The bond provides every school with funding for specific instructional upgrades that meet learning needs. School leaders engaged communities in how to best utilize funds based on each school's unique needs.
<b>Mill Levy</b>	A <b>mill levy</b> is a "tax rate" applied to the assessed value of a property. One mill is one dollar per \$1,000 dollars of assessed value. It consists of a local portion which is used to fund area services and a statewide portion which is used to fund public schools.
<b>Par</b>	One hundred percent of face value of a bond. A <b>par</b> bond will have a yield to the investor that matches the coupon amount attached to the bond.
<b>P-8 / Pk-8 / Prek-8</b>	A school that has preschool through 8 <sup>th</sup> grade students. Officially used form is P-8.
<b>PM</b>	<b>Project Manager:</b> Project managers have the responsibility of the planning, procurement and execution of a project. The district employs its own PMs for construction projects who serve as representatives of the district to deliver the project.

<b>Premium</b>	<b>Premium</b> refers to the amount by which the price paid for a bond exceeds the bond’s par value. Investors can choose to buy a premium bond to accrue higher yields, better pricing and greater cash flow. This results in further funding for the district to use beyond the face value of the bond sale.
<b>Ratings (Financial)</b>	<b>Financial ratings</b> are independent, objective assessments of the relative creditworthiness of debt obligations, fiscal responsibility and risk worthiness. These ratings may affect the amount of interest paid to lenders.
<b>RFP</b>	<b>Request for Proposal:</b> A RFP is a type of bidding solicitation in which the district announces that funding is available for a particular project or program and requests companies place proposals for the work, which includes their approach, details and pricing information.
<b>RFQ</b>	<b>Request for Qualification:</b> A RFQ usually refers to the pre-qualification stage of the procurement process. Only those proponents who successfully respond to the RFQ and meet the qualification criteria will be included in the subsequent Request for Proposals (RFP) solicitation process.
<b>SD</b>	<b>Schematic Design:</b> An initial design scheme that seeks to define the general scope and conceptual design of the project including scale and relationships between building components. At the end of the schematic design phase the architect will present some very rough sketches to the owner for approval and transition into “DD”.
<b>SEF</b>	<b>Service Expansion Fee:</b> A tax the city applies to new residential construction to help pay for sidewalks, land, parking lots, etc. Cities may use this funding with school districts for new schools, as in the case with Broomfield and the Anthem school.
<b>Sq/Ft</b>	<b>Square foot:</b> A unit of measurement. The Five Star District has over 5 million sq/ft of building space across the district.
<b>STEM</b>	<b>Science, Technology, Engineering, Math:</b> A particular academic focus. The Five Star District has three STEM schools: STEM Lab (K-8), STEM Launch (K-8) and Northglenn High School.
<b>Substantial Completion</b>	<b>Substantial completion</b> is generally defined as the point at which the project is suitable for occupancy or use for its intended purpose. The district has received the certificate of occupancy, though it may mean that all work is not complete such as landscaping.