

Council Rock School District

Facilities Committee Meeting Minutes

Meeting Date: Thursday, September 8, 2016
Meeting Time: Start-6:30pm Finish-8:00pm
Next Meeting Date: Thursday, October 13, 2016 **Location:** Chancellor Center

ATTENDEES

Board of Director Attendees:

Jerry Grupp, Wendi Thomas, Denise Brooks, Kyle McKessy, Mark Byelich, Mike Thorwart

CRSD Administration Attendees:

Dr. Robert Fraser, Matt Frederickson, Doug Taylor

CRSD School District Attendees:

Kapua Rice

Public Attendees:

Rick Abramson

Professional Consultants/Guest Attendees:

No attendees

*Indicates partial attendance

Notes:

1. This FACCOM Meeting was presented in PowerPoint and posted to YouTube. To see the video go to www.crsd.org and click on the 'School Board' Tab.

SUMMARY OF MEETING

Special Meeting (11AUG16):

In advance of the Facilities Committee Meeting, a special meeting was held to approve the ceiling replacement at the Richboro elementary School. The ceiling was damaged during the recent failure of a domestic hot water line. Additional information is as follows:

1. Pipe failure found on Monday, 27JUN16. Water was cleaned up, fans and dehumidification was introduced. This process was followed by testing and reporting by the district environmental consultant.
2. The incident was reported to the district insurance provider and all costs were established and itemized.
3. The costs will be recovered by the district with the exception of the policy deductible.
4. The ceiling tiles were damaged by the condensation from the hot water. The replacement was bid and seven competitive bids were received. The bid recommendation was made to TE Construction Services at a not to exceed amount of \$54,750. The Board approved the bid. All work will be completed by 28AUG16.

Council Rock School District

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Energy Management Update:

1. The Energy Performance Report update was reviewed.
2. The Aramark Energy Services were reviewed, including but not limited to the following:
 - a. Weekly energy meetings
 - b. Retro-commissioning efforts – recorded actions and results

Facility Improvement Project Updates:

New Newtown MS/Addition and Renovation to Holland MS

06AUG15 – A PowerPoint of the project progress was presented and is attached to this memo. The PowerPoint included the status of the Land Development process for the HMS and NMS. Information provided related to the following:

HMS – Northampton Township

- a. A monthly project progress update along with representative photos was provided for each project. Key points include, but not necessarily limited to the following:

Newtown Middle School

1. 09JUN16 – Finalizing the LD and PLGIT agreements – 16JUN16 Board Agenda item. 14JUL16 – Board approved LD and PLGIT Agreement and sent to the Township, executed copies have not been received to date. **11AUG16 – The PLGIT Agreement from the Newtown Township was received. The LD Agreement has been processed.**
2. 09JUN16 – Site work in progress – unforeseen sanitary storage tanks encountered. Sludge is being removed from the tanks in preparation for removal or filling. The surrounding area will be tested to confirm the site has not been contaminated. 14JUL16 – Final stage of work in progress. **Closed**
3. 09JUN16 – Site work is progressing. Phase 2 will commence on 25JUN16. 14JUL16 – Site work on schedule. **11AUG16 – All Phase 1 site work is complete. Progress Photos were presented.**
4. 14JUL16 – Building Permits not received to date. **11AUG16 – Status unchanged**

Council Rock School District

Facilities Committee Meeting Minutes

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Holland Middle School

1. 09JUN16 – Finalizing the LD and PLGIT agreements – 16JUN16 Board Agenda item. 14JUL16 – Board approved LD and PLGIT Agreement and sent to the Township, executed copies have not been received to date. **11AUG16 – District waiting for the PLGIT agreement and LD Agreement.**
5. 09JUN16 – Site work is progressing, Phase 2 will commence on 25JUN16. 14JUL16 – Site work on schedule. **11AUG16 – Parking Lot construction is required for 29AUG16. Work is in progress. A safe means of pedestrian access will be provided at E. Holland Road and the internal asphalt path from the south. Progress Photos were presented.**
6. **11AUG16 – Floor Plans were added to the presentation. Progress Photos of the building renovations were presented.**
2. **11AUG16 - The floor finish in the new Tech Ed was changed from a sealed finish over the existing floor to a new epoxy floor finish due to the condition of the existing floor.**

Capital Project Update:

1. The 2015-16 (2016 Summer Projects) are in progress, updates include, but are not limited to the following:
 - a. Bid Package No. 1 – Modular Demolition
 - (1) Work scheduled to commence on or around 21JUN16
 - (2) CRSB in process of emptying the remaining (8) modular classrooms
 - (3) 14JUL16 **11AUG16 – Progress report provided**
 - b. Bid Package No. 2 – Wireless Access Points (WAP) Infrastructure/Camera Replacement
 - (1) Work scheduled to commence on or around 15JUN16
 - (2) A Change Order (Conversion of computer lab to a Classroom and WAP) is in process for the WES pending another section is required.
 - (3) Cameras, installation and commissioning by Access Security
 - (4) 14JUL16 **11AUG16 - Progress report provided**
 - c. Bid Package No. 3 – NOT USED
 - d. Bid Package No. 4 – General Construction
 - (1) Work includes railing modifications at CRHS North, Acoustical Treatment at CRHS South Auditorium and GES Cafeteria, Conversion of Newtown ES, Hillcrest ES, and Rolling Hills ES Computer Labs to Classrooms, Installation of

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Facilities Committee Meeting Minutes

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WAP Infrastructure at Newtown ES, Hillcrest ES and Rolling Hills ES,
Addition of a concrete slab fueling pad at Newtown Bus Garage. 14JUL16
11AUG16 - Progress report provided

- e. Bid No. N/A – MM Welch ES Roof Reconditioning and Replacement
 - (1) Work scheduled to commence on or around 15JUN16.
 - (2) 14JUL16 **11AUG16 - Progress report provided**
- f. Bid No. N/A – CRHS South Concrete Plank Repair – Phase 2
 - (1) Work scheduled to commence on or around 27JUN16
 - (2) 14JUL16 **11AUG16 – Progress report provided**
- g. Bid No. N/A – Concrete Sidewalk at SAIL House
 - (1) Work scheduled to commence on or around 13JUN16
 - (2) 14JUL16 **11AUG16 – Progress report provided**
- h. Bid No. N/A – Holland ES Tile Floor Repairs
 - (1) Work scheduled to commence around mid-July 2016
 - (2) 14JUL16 **11AUG16 – Progress report provided**

Capital Improvements 5-Year Plan (14JUL16):

1. The Capital Improvements/Renewal Projects 5-Year Plan was reviewed. Topics covered included, but were not limited to:
 - a. Routine Maintenance vs. CIP/Renewal Projects
 - b. Capital Renewal Planning, 5-Year History, Analysis, and Considerations
 - c. Deferred Maintenance Considerations
 - d. DRAFT 5-Year Plan (2016/17 through 2021/22)
 2. It was noted that the DRAFT information was provided early in the year, far in advance of the October/November CIP presentation, to allow time for the Board to consider the potential costs.
 3. Based on recommended guidelines for CIP, \$3.6M to \$7.2M should be allocated annually for the CIP construction costs.
 4. Deferred maintenance should be avoided at all costs. Postponing project can add significant costs over time.
 5. A DRAFT 5-Year Plan was presented. The final plan will be presented in October/November.
- Closed**

Council Rock School District

Facilities Committee Meeting Minutes

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Security Update:

1. No report this month

Miscellaneous Items Update:

1. 09JUN16 – The current Service/Maintenance contracts out to bid were reviewed. The recommended vendors will be presented to the board at the 21JUL16 Board Meeting. 14JUL16 – Bids were received and will be presented at the 21JUL16 Board meeting. Bid 16-26 Snow Removal and 16-30 Salt and Deicing Materials will be bid in the fall 2016. **11AUG16 – Service/Maintenance Contracts to be bid in the next few months:**
 - a. **#16-26 Snow Removal Service**
 - b. **#16-30 Salt and Deicing Materials**
 - c. **#16-49 Emergency Generators**
2. **11AUG16 – Professional Services to be solicited in the next few months:**
 - a. **Architectural/Project Management Services for Capital Improvement Projects**
3. **11AUG16 – Donations to be considered:**
 - a. **Rolling Hills Elementary School – Sound System** Est. cost \$9,000
 - b. **MM Welch Elementary School – Sound System** Est. cost \$9,000
 - c. **Richboro Elementary School – Shade Structure** Est. cost \$9,000
4. **11AUG16 – Holland Elementary School – Tile Repairs**
 - a. **Work in progress.**
 - b. **19AUG16 completion date.**
 - c. **Roman Mosaic is contesting the full scope of repairs. This may necessitate further action with the general contractor.**

Master Planning Update (14JUL16):

1. The master planning items last reviewed at the 12NOV15 FACCOM were reviewed. Items discussed include, but were not necessarily limited to the following:
 - a. Capital Improvement Planning
 - b. Modular Classroom Reduction Program

Council Rock School District

Facilities Committee Meeting Minutes

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- c. Central District Storage
- d. Redistricting
- e. Full Day Kindergarten
- f. Elementary School Reduction (HCES and RES 10 CR Additions). Doug noted that a Board decision by no later than 01JAN17 is required to complete the 10 CR additions by the commencement of the 2018/19 school year.
- g. Reduction of LSAC Lease (Relocation of Warehousing and NOC)
- h. Repurposing of TFR
- i. Development of Long Term MS Planning
- j. Repurposing of RMS (Discuss no later than the summer of 2017 discussion) **Closed**

Public Comments:

1. No questions

The meeting adjourned at 7:34pm.

Anyone taking exception to the statements in these minutes, including omissions, shall notify the CRSD in writing within three (3) business days of receipt.

Respectfully Submitted,
Council Rock School District

Douglas Taylor

Doug Taylor, Assoc. AIA, AVS
Director of Operational Services

Distribution: Post to CRSD website & See YouTube Video at crsd.org website

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