

Council Rock School District

Facilities Committee Meeting Minutes

Meeting Date: Thursday, September 7, 2017

Meeting Time: Start-6:30pm Finish- ~8:22pm

Next Meeting Date: Thursday, October 12, 2017 **Location:** Chancellor Center **Time:** 6:30pm

ATTENDEES

Board of Director Attendees:

Mike Thorwart, Denise Brooks, Kathleen Mulholland, Andy Block, *Wendi Thomas, *Ed Tate, *Jery Grupp, *Mark Byelich, **Kyle McKessy

CRSD Administration Attendees:

Doug Taylor, *Robert Reinhart, Matt Frederickson

CRSD School District Attendees:

Gail Klohe, Gary Papazian, Joe Messina

Public Attendees:

Margaret Zheng, Kevin Campbell

Professional Consultants/Guest Attendees/Press:

Arif Fazil – D’Huy Engineering, Inc.

Colin Case – D’Huy Engineering, Inc.

David Schrader. SchraderGroup Architects, LLC

*Indicates partial attendance

**Indicates attendance via phone

Notes:

1. This FACCOT 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

Energy Management Update:

1. The energy management efforts were reviewed, items discussed included, but were not limited to the following:
 - a. The June 2017 Energy Performance Report was reviewed.
 - b. Retro-Commissioning efforts were reviewed.
 - (1) Monthly Retro-Commissioning meeting included:
 1. CRHS North re-lamping corridors with LED. (8/3/17) Corridor re-lamping is complete, investing classroom re-lamping in close coordination with the principal and special services personnel.

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2. CRHS North Classroom re-lamping. (8/3/17) CRSD is investigating the best lamp types (CRI) to be used in typical classrooms as well as special needs spaces. A meeting with a lighting representative will be scheduled to review the best alternatives.
3. (8/3/17) CRHS North has achieved an Energy Star rating of 75. This is the first time that the HS has achieved Energy Star rating since the inception of the program in 2005. Other schools showing improvement include Goodnoe and Holland ES. **(9/7/17) All buildings are at Energy Star level for first time in the history of the CRSD.**
4. (8/3/17) CRHS South may be a good candidate for a chiller replacement through the JCI state contract process. **To be removed**

Facilities Improvements Project Update:

Newtown and Holland Middle School Projects

1. The Newtown and Holland MS projects are in progress and both on or ahead of schedule. To date, all administrative items have been addressed with exception to the Land Development Agreement for the Holland MS project. Northampton Township legal counsel has not sent the final copies to the CRSD to date. (8/3/17) The Newtown Township has not returned the Storm Water Agreement to the CRSD to date. **(9/7/17) Post meeting note: Doug has reached out to the Township manager for an update.**
2. The first payments resulting from the ACE Grants have been received. Payments totaling \$2M for each project are expected. To date, the totals are as follows:
 - a. Holland MS **The updated amount is \$ 1,984,954**
 - b. Newtown MS **The updated amount is \$ 2,000,000**
3. LEED commissioning efforts are ongoing
4. (9/7/17) Proposals for technology related items including, but not limited to cameras, speakers, access points, projectors, phones, and flat panel televisions are in progress.
5. (9/7/17) Doug is in the process of reaching dashboard systems for the incorporation of the building energy management system as a part of the educational curriculum.
6. (9/7/17) No cost change orders for each HMS prime contractor were presented extending the kitchen completion time from August 10 to October 9.

Hillcrest and Wrightstown Elementary School Projects

7. The projects were approved by the Board on 20JUL17, progress since the approval includes, but is not limited to:
 - a. (9/7/17) The WES and HCES programming considerations were reviewed at the meeting.

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- b. (9/7/17) The site and floor plans for the WES and HCES were reviewed at the meeting.
- c. (9/7/17) The draft project construction and approval schedule for the WES and HCES were reviewed at the meeting.
- d. (9/7/17) The use of the RMS as a temporary elementary school was further discussed including considerations and potential cost savings. A community/PTO meeting with the Wrightstown parents was suggested. Details to follow and a further update will be provided at the October FACCOM meeting. Questions raised by the board included:
 - (1) Additional information is required to demonstrate bus ride time and maximum ride time. Bob will work with Andy Ro to provide.
 - (2) How many families sending students to the NES will be impacted by the proposed move (5th to 6th grade)? Post meeting note: approximately 50 families impacted, a questionnaire will be shared with those families to collect the option the majority of impacted parents would prefer (stay at NES or send to the RMS with the WES k-5 students).
 - (3) The budget analysis shows one additional professional staff member required, it was questioned if a second staff member would also be required? Post meeting note: only one staff member required.

Capital Improvements Project Update:

- 1. The 2016-17 Capital Improvements Projects progress was reviewed. All projects are on task and spaces will be ready for staff and students for the 17/18 school year. **(9/7/17) A final accounting update was provided. All projects were completed on time and below the board approved budget.**
- 2. The 2016-17 Capital Improvements Projects material allowances and current contract amounts were reviewed. **To be removed.**

Board Agenda Items:

- 1. The following items were reviewed for placement on the 19SEP17 Consent Agenda
 - a. Holland MS Change Order PC 003 Zero cost extension of time as described earlier.
 - b. Access Security – Security Cameras for NMS project.
 - c. Air Filter material bid
- 2. The following items were reviewed for placement on the 19SEP17 Board Agenda
 - a. Chain Link Fencing at MMWES – It was determined that this item will be placed on the Board agenda as a discussion item.

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Miscellaneous Update

1. An update on the Custodial Services RFP was provided. Info discussed includes, but is not limited to the following:
 - a. 11 vendors were present at the mandatory pre-proposal meeting.
 - b. Base bid 3 years, Alternate bid 5 years, and alternate start/finish times.
 - c. **(9/7/17) Proposals due to CRSD 18AUG17 (6 Proposals were received).**
 - d. **(9/7/17) The professional services proposals are being reviewed and scored and will be placed on the November FACCOM agenda for review and discussion.**

Public Comments:

1. Kevin Campbell noted the following:
 - a. Questioned why the WES was selected for additions and renovations based on his involvement on the 2014 public committee sessions and recommendations.
 - b. Noted that the construction budget proposed for the WES project is grossly underestimated based on current conditions.

The meeting adjourned at approximately 8:22pm.

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