

Council Rock School District

Facilities Committee Meeting Minutes

Meeting Date: Thursday, November 2, 2017
Meeting Time: Start-6:30pm Finish- ~8:10pm
Next Meeting Date: Thursday, December 14, 2017 **Location:** Chancellor Center **Time:** 6:30pm

ATTENDEES

Board of Director Attendees:

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

CRSD Administration Attendees:

Doug Taylor, *, Matt Frederickson, Robert Fraser, *Robert Reinhart

CRSD School District Attendees:

Joe Messina, Cindy Lawn

Public Attendees:

Kevin Campbell, Bob Hickey, Scott McBurney

Professional Consultants/Guest Attendees/Press:

Matt Cooter – SSC (custodial)
Vallen Emery – SSC (custodial)
Bob Weller – Interstate (custodial)

*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 August 2017 Energy Performance Report was reviewed.
 1. Current Energy Star Score: 85
 2. Current Total Cost/Gross SF: \$0.91
2. The EnerNOC Demand Response Professional Services contract is due to expire in June 2018. Details of a new three-year (3) agreement were reviewed. Payments up to \$117,000 could be

Council Rock School District

Facilities Committee Meeting Minutes

Meeting Date: Thursday, November 2, 2017

Meeting Time: Start-6:30pm Finish- ~8:10pm

Next Meeting Date: Thursday, December 14, 2017 **Location:** Chancellor Center **Time:** 6:30pm

received from EnerNOC over the three year period. The Contract will be included on the 16NOV17 Board agenda.

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. **(11/02/17) Post meeting note: Doug has reached out to the Township manager and solicitor (through the district solicitor) 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 \$ 2,000,000**
 - 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. **(11/2/17) procurement of the miscellaneous IT related items is ongoing, outstanding items include the televisions and JCI dashboard system for integration of the BMS and Green building programming.**
5. (11/2/17) It was noted that the vertical masonry element adjacent to the entry at the HMS administration area required structural modifications due to deviations by the contractors during construction. The issue is resolved to the satisfaction of the structural engineer and inspectors.
6. (11/2/17) The kitchen completion at the HMS has been postponed to 03NOV17 from 10OCT17. All parties are committed to the revised completion date.

Wrightstown Elementary School Project

7. The projects were approved by the Board on 20JUL17, progress since the approval includes, but is not limited to:
 - a. (11/2/17) The preliminary list of alternate bid items are as follows:
 - (1) Gymnasium Addition
 - (2) Development of the Courtyard as a Classroom
 - (3) Unclassified Rock Excavations

Council Rock School District

Facilities Committee Meeting Minutes

Meeting Date: Thursday, November 2, 2017

Meeting Time: Start-6:30pm Finish- ~8:10pm

Next Meeting Date: Thursday, December 14, 2017 **Location:** Chancellor Center **Time:** 6:30pm

- b. (11/2/17) The site plan and floor plan were reviewed
- c. (11/2/17) The preliminary project budget was reviewed. The initial range of the WES project costs were reviewed.
 - (1) Estimate of Probable Costs for total building renovations only: \$14M
 - (2) Estimate of Probable Costs for total building renovations with necessary additions including, classrooms, mechanical room and kitchen expansion: \$16.7M
 - (3) Estimate of Probable Cost for total renovations, all additions listed above and gymnasium addition: \$18.2M
- d. (11/2/17) The project documentation and approval schedules were reviewed.
- e. (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 FACCOT 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.

(11/2/17) The planning of the use of RMS as a temporary ES for WES is in progress. Action items were reviewed at the meeting.

Rolling Hills Elementary School Project

- 8. (11/2/17) At the same time that the board announced keeping RHES open at the 12OCT17 Joint FACCOT-FINCOM meeting, the majority of the board suggested moving forward with the RHES renovations project immediately. In response, the following items requiring board action were reviewed at the meeting:
 - a. Preliminary site investigations such as the topography survey, site utility survey, etc. (Terraform Engineers as a consultant to SchraderGroup Architecture LLC. This work needs to be completed before the onset of winter weather conditions.

Council Rock School District

Facilities Committee Meeting Minutes

Meeting Date: Thursday, November 2, 2017

Meeting Time: Start-6:30pm Finish- ~8:10pm

Next Meeting Date: Thursday, December 14, 2017 **Location:** Chancellor Center **Time:** 6:30pm

- b. Infiltration testing and geotechnical investigations such as probing of the subsurface conditions, infiltration testing, determining soils types for foundation design, etc. (Earth Engineering, Inc.). This work needs to be completed before the onset of winter weather conditions.
- c. Management of the Phase I services including verification of the findings, review of the CADD files, etc. (D'Huy Engineering, Inc.)
- d. Recommendation for Board approval of all contracts will be included on the 16NOV17 Board agenda. The phase I work should be completed immediately followed by the commencement of programming and schematic design in January 2018 in an effort to stage this project immediately following the Wrightstown ES project.
- e. A conceptual site plan and floor plan was presented.
- f. A conceptual estimate of probable cost was presented.
- g. A conceptual project schedule was presented.
- h. Several Board members suggested holding on this project until the next demographic update is received from Sundance and we learn more about the projections.

Capital Improvements Project Update:

1. In follow-up to the 12OCT17 presentation of the 5 year plan and proposed 2018 summer projects, modified Bid Bundles were prepared at the Boards request. The total estimated project costs for all recommended work is approximately \$8.3M. At the 12OCT 17 Joint FACCOM-FINCOM meeting, the financial information revealed that up to, \$6.6M may be available for 2018 CIP's. In response, Bid Bundles No. 1 through No. 3 were prepared and reviewed as follows:

- a. Bid Bundle No. 1 \$3.3M (See PowerPoint for scope of work)
- b. Bid Bundle No. 2 \$4.6M (See PowerPoint for scope of work)
- c. Bid Bundle No. 3 \$6.5M (See PowerPoint for scope of work)

At the meeting, Bid Bundle No. 1 and 2 were preferred at a cost not to exceed on or around \$4.5-4.7M (The actual costs is to be determined based upon the removal of the Walt Snyder Stadium sound system and scoreboard per the Board's request and the addition of the synthetic floor replacement at RES and HCES from Bid Bundle No. 3). Two Bid Bundles will be prepared and included for Board action on the 16NOV17 Board agenda.

2. The schedule for the 2018 CIP projects was reviewed, key dates are as follows:
 - a. Board Approval of the CIP budget and scope of work 16NOV17
 - b. Commencement of the field investigations by Design Team 17NOV17

Council Rock School District

Facilities Committee Meeting Minutes

Meeting Date: Thursday, November 2, 2017

Meeting Time: Start-6:30pm Finish- ~8:10pm

Next Meeting Date: Thursday, December 14, 2017 **Location:** Chancellor Center **Time:** 6:30pm

Board Agenda Items:

1. The following items were reviewed for placement on the 16NOV17 Consent Agenda
 - a. 17-48 Salt and Deicing Materials Bid
 - b. 17-48 Maintenance and Grounds Equipment Bid
 - c. EnerNOC Professional Services Contract Renewal
 - d. CRHS North Natatorium Wall Crack Repairs Credit Change Order for MA. *Added*
2. The following items were reviewed for placement on the 16NOV Board Agenda
 - a. SchraderGroup Architecture, LLC for RHES Project
 - b. D'Huy Engineering, Inc. for RHES Project
 - c. Earth Engineering, Inc. for RHES Project
 - d. Capital Improvements Projects Budget Options and Associated Projects

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.

(11/2/17) The proposals have been evaluated and three firms were recommended primarily based on fees, hours and FTE's. Representatives from two of the three firms were in attendance but did not participate in the discussions. The services were solicited with a base fee proposal (option 1) based on current hours (9:00am – 11:00pm) and an alternate fee proposal (Option 1B) to return to the custodial hours from two years ago (6:30am – 10:30pm). Option 1B is recommended for consideration by the board which results in minimal upcharge and improved services. Interviews will be scheduled for the 14DEC17 FACCOM Meeting.

2. Upcoming FACCOM Meeting topics were briefly reviewed.

Council Rock School District

Facilities Committee Meeting Minutes

Meeting Date: Thursday, November 2, 2017

Meeting Time: Start-6:30pm Finish- ~8:10pm

Next Meeting Date: Thursday, December 14, 2017 **Location:** Chancellor Center **Time:** 6:30pm

3. Mark Byelich noted that the CREA is interested in holding a dinner at the exiting NMS before the demolition. Doug noted that the dinner would need to be planned before the summer of 2018 when the school will be vacated and environmental work begins before its ultimate demolition.

Public Comments:

1. Kevin Campbell reiterated the comments from a few board members suggesting to wait on the RHES renovations until more information becomes available in the upcoming weeks.
2. Bob Hickey questioned why the CRSD is proceeding with the WES project now that we cancelled the HCES 10 CR addition and closing the RHES? It was note that the CR addition at WES is required to return the ES to a K-6 facility.

The meeting adjourned at approximately 8:10pm.

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

L:\Facilities\FACCOM\FACCOM 2017-2018\FACCOM MINUTES 2017-2018