

## **Council Rock School District**

### **Facilities Committee Meeting Minutes**

**Meeting Date:** Thursday, December 14, 2017  
**Meeting Time:** Start-7:25pm Finish- ~10:00pm  
**Next Meeting Date:** Thursday, January 4, 2018 Location: Chancellor Center Time: 6:30pm

#### **ATTENDEES**

##### **Board of Director Attendees:**

Mike Thorwart, Jerry Grupp, Ed Tate, Wendi Thomas, Mark Byelich, Kyle McKessy, Mariann McKee

##### **CRSD Administration Attendees:**

Doug Taylor, Matt Frederickson, Tom Crow

##### **CRSD School District Attendees:**

Cindy Lawn

##### **Public Attendees:**

Nancy Carroll

##### **Professional Consultants/Guest Attendees/Press:**

SSC Presentation Team (custodial)

Interstate Presentation Team (custodial)

Aramark Presentation Team (custodial)

\*Indicates partial attendance

\*\*Indicates attendance via phone

##### **Notes:**

***1. This FACCOM Meeting was presented in PowerPoint and posted to YouTube. To see the video go to [www.crsd.org](http://www.crsd.org) and click on the 'School Board' Tab.***

#### **SUMMARY OF MEETING**

##### **Energy Management Update:**

1. No discussion items

##### **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

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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, 12/14/17) Post meeting note: Doug has reached out to the Township manager and solicitor (through the district solicitor) for an update. Item will be held until information is received.**

2. LEED commissioning efforts are ongoing
3. (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. **(12/14/17) JCI Green Kiosk system will be included on the 21DEC17 Board agenda.**

#### **Wrightstown Elementary School Project**

4. 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 **(12/14/17 Update):**
    - (1) Gymnasium Addition – Deduct Alternate
    - (2) Development of the Courtyard as a Classroom – Add Alternate
    - (3) Unclassified Rock Excavations – Add Alternate
    - (4) Select Casework – Deduct Alternate
    - (5) Select Finishes - TBD
  - b. (11/2/17) The site plan and floor plan were reviewed **(12/14/17) In preparation for the PlanCon Part A-B Approval, the site and floor plan was reviewed at the meeting. This will be placed on the 21DEC17 Board agenda. In addition, the Approval of the PlanCon Part D Act 34 Resolution to Advertise will be placed on the agenda. Further, it was noted that the PDE has a moratorium on the PlanCon process however, the CRSD is submitting in hopes that should it be restored, the district will be in a position for potential reimbursement.**
  - 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

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- (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. (11/2/1) 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 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 (5<sup>th</sup> to 6<sup>th</sup> 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**

- 5. (11/2/17) At the same time that the board announced keeping RHES open at the 12OCT17 Joint FACCOM-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. **(12/14/17) Work completed, preparation of the drawing is in progress.**
  - b. Infiltration testing and geotechnical investigations such as probing of the subsurface conditions, infiltration testing, determining soils types for foundation design, etc. (Earth

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Engineering, Inc.). This work needs to be completed before the onset of winter weather conditions. **(12/14/17) Work complete and report received.**

- 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. **(12/14/17) The request to move forward with the design and bidding phase will be placed on the January Facilities and Board agendas. The January approval is key to maintain the Spring of 2019 start of construction.**

#### **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. **(12/14/17) No update was provided however, for informational purposes, the board approved a \$4.7 bid bundle**

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#### **Board/Consent Agenda Items:**

1. The following items were reviewed for placement on the 21DEC17 Consent Agenda
  - a. Access Security – Security improvements                      Total cost:     \$29,366.00
  - b. JCI Green Kiosk System for NMS and HMS                      Total cost:     \$42,600.00  
(Includes set-up and first year maintenance)
  - c. Summer 2016 CIP credit Change Orders                      Total cost:     (\$18,260.86)
  - d. Wrightstown ES Addtns. & Renos. PlanCon Part A-B
  - e. Wrightstown ES Addtns. & Renos PlanCon Part D Act 34 Resolution

#### **Miscellaneous Update**

1. An update was provided for the Moving Services bid No. 17-50. The bid impacts WES, RMS, NMS, HMS, Existing NMS, CRHS North and CRHS South. Further updates will be provided.
2. 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. **(12/14/17) Interviews were conducted for custodial Services. To hear the presentation from SSC, Aramark and Interstate, login to the CRSD website and review the YouTube video for this meeting.**

3. Upcoming FACCOM Meeting topics were briefly reviewed.

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4. 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. **(12/14/17) This issue was not discussed at the meeting but the CREA has met with Tim Long at NMS and is working to plan an event in May 2018.**

#### **Public Comments:**

1. Nancy Carroll expressed concerns relative to redistricting.
2. Nancy Carroll noted that it did not make sense to restore Wrightstown ES to a K-6 facility. Having only 2 sections per grade at an elementary school is too small.

The meeting adjourned at approximately 10:00pm.

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