

## **Council Rock School District**

### **Facilities Committee Meeting Minutes**

**Meeting Date:** Thursday, April 5, 2018  
**Meeting Time:** Start-6:30pm Finish- ~8:35pm  
**Next Meeting Date:** Thursday, May 3, 2018 Location: Chancellor Center Time: 6:30pm

#### **ATTENDEES**

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

Jery Grupp, Mariann McKee, Ed Tate, Denise Brooks, Mike Thorwart, \*Mark Byelich, \*Kyle McKessy

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

Robert Fraser, Doug Taylor, Matt Frederickson, \*Chuck Lambert

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

Joe Messina, \*Bill Gerhauser,

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

Nancy Carroll, Rich Wilkinson, Bernadette Heenan, Kate Gannon, Joe Hidalgo, Liz Youse

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

Arif Fazil, Colin Case (D'Huy Engineering)

Bruce Bachtel, Sean Williams (D'Huy Engineering)

\*Mike Dengler (Chartwells)

\*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. The energy performance overview for the month of January 2018 was reviewed. The CRSD remains at a total cost per gross square foot of \$0.89.
2. Questions were raised relative to the formulas used to determine the savings. Doug will provide an update on the process at the next meeting. **(05APR18) An update for all formulas used in reporting was provided.**

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#### **Facilities Improvements Project Update:**

##### **ACHIEVE and SLOAN Programs (LSAC Facility)**

1. The purpose of the discussion was to inform the board of the potential need for an alternative site for the ACHIEVE and SLOAN programs if, and when the LSAC lease is terminated by LSAC or CRSD. The next step will be the development of a program for the ACHIEVE and SLOAN programs to establish the building size required whether it be through purchase of an existing building, renovations or construction of a new school.

##### **Newtown and Holland Middle School Projects**

1. The Newtown and Holland MS projects are in progress and both on or ahead of schedule.
2. The furniture delivery for HMS is scheduled for 16JUL18. The furniture delivery for the NMS is scheduled for 11JUN18 – 15JUN18.
3. LEED commissioning efforts are ongoing.
4. The building moves for HMS, NMS, RMS are scheduled for 22JUN18 – 29JUN18.
5. The planning for the demolition of the NMS is in the works. Efforts will be made to expedite the demolition to allow for the construction of the staff lot in 2018 in lieu of 2019. **(05APR18) The environmental work at select areas including the locker rooms was completed over spring break to allow for the early demolition of select building components to make way for the new teacher's parking lot.**
6. (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. (12MAR18) The outstanding items include, but may not be limited to televisions for the Green Kiosk program for both NMS and HMS. These items will be addressed through the FFE budget for each project.
7. (05APR18) The board was reminded of the HVAC Contractor legal matter associated with the HMS project. An executive session is scheduled for the week of 09APR18 to further review with the board.

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

8. The projects were approved by the Board on 20JUL17, progress since the approval includes, but is not limited to:

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- a. (12MAR18)
  - 1. Construction documents in progress (95% complete)
  - 2. Constructability and Value Engineering reviews are in progress
  - 3. BCCD Review complete
  - 4. Plancon Part D and E to be processed
  - 5. Land Development Agreement to be processed including the stormwater and well agreements
- b. (05APR18)
  - 1. The project was placed out to bid on 23MAR18.
  - 2. The mandatory pre-bid meeting is scheduled for 11APR18.
  - 3. Bids are due on 24APR18.
  - 4. Bid results will be reviewed with the FACCOM on 03MAY18.
  - 5. The board is expected to approve the bids at the 17MAY18 board meeting.
  - 6. PlanCon Part F – Construction Documents do not require further action as advised by PDE.

#### **Rolling Hills Elementary School Project**

- 9. (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. (01FEB18)
    - 1. 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. (01FEB18) The approval of remaining phases of the professional services were approved at the 18JAN18 board meeting. Professional fees will be invoiced per phase. (12MAR18) The following is an update on progress:
      - 1. Programming meeting to collect information needed to update schematic floor plan.

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2. Schematic site and floor plan being prepared for presentation at 05APR18 FACCOM Meeting.
  3. Budget update based on programming, investigations and schematic design. Budget will be presented at the 05APR18 FACCOM Meeting.
- b. (05APR18) A project update was provided after reaching the schematic design phase. Major points included, but were not limited to the following:
1. The scope of physical investigations were reviewed including brief descriptions of the items identified to impact the project budget.
  2. The CRSD bid record of accomplishment for the last four (4) major projects and budget increase from the estimate of probable cost initially prepared. The increase is partially attributable to the unconventional nature of the project.
  3. Existing conditions photos were shown indicating some of the challenges with the existing open pod concept designed in the 1970's.
  4. Floor plans showing the existing open pods, traditional comparison to the 1970's concept and proposed schematic plan were presented. In addition, the schematic site plan was also presented. Comments included, but not limited to the following:
    1. Consider moving the administration office near the bus entry (Note: this will also impact the location of the kindergarten room and could impact the site design).
    2. Add three general classrooms (1 section) as an alternate bid item in the event the upcoming redistricting work by the board necessitates additional space.
  5. The primary contributors to the budget increase were reviewed. Items impacting the cost include, but may not be limited to the following:
    1. Upward adjustment of the square footage required for programming.
    2. Improvements and existing inefficiencies.
    3. Increased square foot cost for multiple smaller additions.
    4. Stepped square foot costs for differing construction types:
      - a. \$305/SF additions
      - b. \$270/SF under existing canopy

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- c. \$190/SF for renovations
- 5. Structural work at cast-in-place waffle roof slab to provide daylighting.
- 6. Unpredictable and increasing material and labor costs due to potential steel and aluminum tariff taxes.
- 7. Modify unconventional floor plan to traditional design.
- 6. Improvements resulting from the renovations include, but are not limited to the following:
  - 1. All general classrooms located on exterior walls (18 general classrooms plus the kindergarten room).
  - 2. Addition of roof monitors for daylighting into select spaces.
  - 3. Kindergarten located near main entrance.
  - 4. Dedicated art and music spaces.
  - 5. Expanded administration.
  - 6. Expanded multi-purpose room.
  - 7. Expanded and upgraded library.
  - 8. Appropriately sized instructional spaces throughout.
  - 9. Improved building circulation.
  - 10. New infrastructure to replace failing systems.
  - 11. New technologies.
  - 12. Improves parity with other schools.
- 7. The schematic budget update was provided. The estimate of probable costs of \$19.6M has increased \$2.4M or to \$22.0M when moving to the schematic design phase. The budget continues to carry approximately \$2M in contingencies for permits, allowances, design and construction.
- 8. A budget comparison of renovations versus new was provided. Discussions included, but were not limited to the following:
  - 1. New building would be same capacity.
  - 2. Improved circulation, daylighting, ceiling heights, building layout, parking lot and site design when considering new.

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3. New may allow CRSDD to repurpose, sell or demolish the RMS one year early pending the project site can maintain the use of the existing building during construction of new.
4. The delta between renovations and new construction is estimated at \$3.5M or \$25.5M. It was ultimately decided to renovate versus build new due to budgetary constraints, the success experienced with the HMS renovations, the similar conversion at HES and based on the ability to avoid phasing by utilizing the RMS as swing space.
9. The schedule remains as originally provided, which will allow the RHES to move into the RMS swing space as the WES students vacate to reoccupy the newly renovated WES building in the summer of 2019.
10. The ACE grant opportunity was revisited. The board voted to approve the ACE grant application with the knowledge of the actual financial impact should the grant process move forward and awarded. Pending a round two of the submission process (18MAY18), awards will be announced 17JUL18. The board voted 7-0 to move forward with the application process. In addition, the board voted to amend the SGA and DEI agreements to include the ACE grant and LEED Gold certification process.

#### **Moving Services Update**

10. An update was provided, including but not limited to the following:
  - a. More detailed scope of work, tasks, and assignments
  - b. Meetings planned with staff and moving contractors
  - c. (05APR18) CRSD met with KVK on 05APR18 and is working out the details to utilize 6,000 SF of storage space with the KVK facility. CRSD is in the process of preparing an inventory of materials to be stored for further review with KVK.

#### **Capital Improvements Project Update:**

1. In follow- 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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2. An overview of the documentation process was provided. Specific concerns were reviewed relative to the tennis court restoration at CRHS South.
3. All projects as they are being developed are anticipated to be within the overall project budget of \$4.7M.
4. (12MAR18) Bids were received, the results and overall budget update were provided as follows:
  - a. Total of all projects were under the total budget of \$4.7M
  - b. The total budget includes allowance exceeding \$220,000 and a contingency of \$546,407.
  - c. The bids will be included on the 15Mar18 Board agenda.
5. **(05APR18) Two additional CIP are being bid at this time, 1.) RMS Data Wiring and 2.) RMS Site Improvements, both needed for the WES program. The budgets for each are as follows. The bid results will be reviewed at the 03MAY18 FACCOM meeting:**
  - a. **RMS Data Wiring budget: \$30,000**
  - b. **RMS Site Improvements budget: \$120,000**

**The construction costs and professional fees for the projects will be addressed through the contingency of \$546,407.**

#### **Miscellaneous Update**

1. An update on the Custodial Services RFP was provided. Info discussed includes, but is not limited to the following:
  - a. (02FEB18)
    - i. APPA levels were reviewed.
    - ii. The decision to continue with Aramark was reached with the following added conditions:
      1. Aramark attend and present quarterly updates at the FACCOM meetings.
      2. A performance clause be added to the Agreement should Aramark fail to meet APPA level 2 guidelines.
      3. (12MAR18) CRSD continues to work with Aramark to finalize the agreement. It is likely the approval will be removed from the 15MAR18 Board agenda. **(15APR18) CRSD continues to make efforts to resolve the contract language with Aramark. Should the efforts fall short, another vendor may be considered.**

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2. (05APR18) The CRSD is working closely with KVK to develop storage within the KVK facility (6,000 SF). The CRSD is in the process of preparing an inventory list to be reviewed with KVK. In addition, the CRSD will skid all materials delivered to KVK to maximize the efficiencies for both parties as the materials are delivered to and removed from KVK.

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

1. The following items were reviewed for placement on the 19APR18 Board (BA) or Consent Agenda (CA):
  - a. Bid No. 17-39 Aramark Custodial (BA)
  - b. Bid No. 18-29 RMS Data Wiring
  - c. Bid No. 18-30 RMS Site Improvements
  - d. Bid No. 18-32 Maintenance Carpentry Supplies
  - e. Bid No. 18-33 Maintenance Electrical Supplies
  - f. Bid No. 18-34 Maintenance HVAC Supplies
  - g. Bid No. 18-35 Maintenance Plumbing Supplies

#### **Upcoming Agenda Items:**

1. Upcoming FACCOM Agenda items were reviewed.

#### **Public Comments:**

1. Nancy Carroll questioned the project costs to add 10 CR's to HCES or RES and suggested that more accurate numbers are prepared before further suggesting the simple 10CR additions. The board noted that this work has already been prepared by facilities. Doug note that the costs were reviewed in greater detail last year when the HCES 10 CR addition project started but was cancelled shortly after the preliminary design and budgeting stages.
2. Nancy Carroll noted that the Achieve program does not necessarily have to be located in close proximity to neighborhoods since they have several vans to accommodate travel.
3. Questions were raised relative to security, specifically as future student walkouts may be planned. Robert noted that the details of security are not generally publically discussed but the security team is in the process of reviewing such functions. Also consider student feedback relative to security concerns.



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4. A question surrounding the capacity of the new MS's was raised. The capacity of the Newtown MS and Holland MS is 980 for each school.
5. Jerry Grupp questioned the impact of the recent nor'easter's to the school facilities and/or grounds. Doug noted that the CRSD has been fortunate in terms of physical damage. The loss of power at 8 schools during the second last nor'easter was the greatest impact. PECO worked closely with the CRSD to regain power to the schools. Some trees were lost with focus on the trees that impacted neighboring properties.
6. Jerry Grupp questioned if we have any 'shelter in place' schools. CRHS North is a recognized building for such use in the event of an emergency. We have also offered schools to neighbors for the purpose of phone charging during extended power outages.

The meeting adjourned at approximately 8:35PM.

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](http://crsd.org) website

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