



**Board of Education
Pelham Public Schools
Pelham, New York**

BOND STEERING COMMITTEE

Pelham HS–Library Seminar Room
18 Franklin Place
Pelham, NY 10803

Friday, October 19, 2018
8:30 am

MINUTES

Committee Members in attendance (Y=Yes; N=No)							
Board of Education - Committee Members							
Jessica Young Committee Chair	Y	Sue Childs BOE President	Y	John Brice	Y		
Administration							
Cheryl Champ Superintendent	Y	James F. Hricay Asst Supt for Business	Y	John Condon Director of Facilities	Y	John Sebalos Director of Technology	Y
Jeannine Clark HS Principal	Y	Lynn Sabia MS Principal	Y	Trisha Fitzgerald Hutchinson ES Prin.	Y	Jeannine Carr Prospect Hill ES Prin.	Y
Steve Luciana Director of Athletics	N	Alex Wolff Public Information Off	Y	Jackie Vigil District Treasurer	Y		
Community Members							
David Brown-via phone	Y	Bryan Diffley	Y	Justin Preftakes	N	Matt Maron	N
Peter Romano-via phone	Y	Lisa Gomez	Y	Madeline Smith	Y	James Smithmeyer	Y
Other Attendees							
Russ Davidson KG&D Architects	Y	Susan Davidson KG&D Architects	N	Sarah Dirsra KG&D Architects	Y	Kevin Sawyer Triton Construction	Y
Walter Houser KG&D Architects	Y	Teresa May KG&D Architects	Y				

8:32 am: Call to order

- Jessica Young called the meeting to order.
- The following documents were circulated in advance of the meeting:
 - Agenda
 - Proposed Meeting Schedule (revised)
 - Memorandum prepared by KG&D regarding Alterations to PMHS/PMS/Glover Field Complex
 - Schematic Design drawings for Alterations to PMHS/PMS/Glover Field Complex
 - Memorandum prepared by KG&D regarding Alterations & Addition to Prospect Hill ES & Field
 - Schematic Design drawings for Alterations & Addition to Prospect Hill ES & Field
 - Memorandum prepared by KG&D regarding LEED Professional Services at Hutchinson ES, including Project Checklist and Task/Fee Worksheet
- The Committee briefly reviewed the revised agenda.
- Kevin Sawyer reported that Triton received KG&D's Hutchinson School cost estimate late last evening. Triton will review the information and reconcile the KG&D estimate with their records. He will provide a reconciliation report to Dr. Champ next week.
- Schematic Design (SD) for Prospect Hill ES
 - KG&D team members presented the SD drawings to the Committee. These drawings incorporate district feedback that affected scope. These plans were shared at the recent community meeting.
 - The SD includes a 3-story addition designed to integrate with the existing building. The ground level is below grade and includes an elevator machine room and elevator lobby. The entry level includes a security vestibule,

Inspiring a Standard of Excellence for All Students

- security office, conference room and entry lobby. The second floor includes a music room (newly created space, as none currently exists), an office and an elevator lobby.
- This SD plan, as presented, is estimated to cost approximately \$4.2M, which is in excess of the \$3.5M pre-referendum budget.
 - Design contingency has been absorbed in the \$700k projected overage.
 - Funds could be shifted from other aspects of the bond work, as practical or certain aspects of the plan could be bid as alternates; however, it should be noted that scope has been added to all projects in the bond.
 - Contingencies still exist in the budget, and certain aspects of the cost estimates (notably, the masonry work at the HS/MS complex currently estimated at \$2.5M) have not been vetted fully.
 - The BOE will need to evaluate priorities, as further information becomes available.
 - Schematic Design for High School (HS) & Middle School (MS)
 - KG&D team members presented the SD drawings to the Committee, noting a scope increase to create an orchestra space where the existing MS art rooms are located in the Annex. This location would create a more properly scaled and usable orchestra space, rather than following the original plan to locate the orchestra space in the existing business office area.
 - The existing central office space will be renovated to create three classrooms, including a Bridge Academy room.
 - The existing business office space will be renovated to create three classrooms.
 - The existing special education and directors' offices will be renovated to house art rooms.
 - On the second floor of the HS, renovations of existing classroom space will be done to create dedicated science research and physics classrooms.
 - The scope changes result in an estimated \$400k cost increase over the pre-referendum budget. Again, design contingency could be used or certain aspects of the work could be bid as alternates.
 - Fields
 - Some brief discussion ensued regarding fields; however, this topic will be reviewed in the Fields Committee meeting scheduled for next week.
 - Consideration is being given to the soil and rock resources that will initially become available as site work progresses and ultimately be needed as construction begins. Given timing issues, such resources will need to be stockpiled somewhere until needed.
 - Overall, the Committee was in agreement with the SD drawing presented for both Prospect Hill and the HS/MS and looks forward to seeing more detailed budget information.
 - Sustainability
 - The Committee reviewed the information prepared by KG&D with respect to LEED ratings for the Hutchinson School.
 - As currently scoped, the Hutchinson School would be equivalent to a LEED certified building and, with further analysis, could possibly attain a Silver or Gold level.
 - KG&D emphasized that achieving a formal LEED rating and/or working towards a higher LEED rating would require additional professional services, extend the time required for design work by 1-2 months and would likely increase the construction budget depending on which level was desired.
 - There was discussion whether to build to a benchmark standard, rather than seek formal certification. The perceived benefit of this course is achieving the desired environmental/sustainability goals while preserving funds for direct educational space improvements.
 - The BOE will review this matter at its October 25, 2018 meeting.
 - KG&D needs direction immediately if the District plans to seek formal certification, as many aspects of the design, timeline and budget would be impacted—in some cases, significantly.

10:25 am: Adjournment

Respectfully submitted,
Jackie Vigil

Attachments:

- Agenda
- Proposed Meeting Schedule (revised)
- Memorandum prepared by KG&D regarding Alterations to PMHS/PMS/Glover Field Complex, 10.19.18
- Schematic Design drawings for Alterations to PMHS/PMS/Glover Field Complex
- Memorandum prepared by KG&D regarding Alterations & Addition to Prospect Hill ES & Field, 10.19.18
- Schematic Design drawings for Alterations & Addition to Prospect Hill ES & Field
- Memorandum prepared by KG&D regarding LEED Professional Services at Hutchinson ES, including Project Checklist and Task/Fee Worksheet, 10.16.18