



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

BOND STEERING COMMITTEE

Pelham HS–Library
18 Franklin Place
Pelham, NY 10803

Friday, November 16, 2018
3:00 pm

DRAFT 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	N	Lynn Sabia MS Principal	N	Trisha Fitzgerald Hutchinson ES Prin.	N	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	N	Justin Preftakes	Y	Matt Maron	N
Peter Romano-via phone	Y	Lisa Gomez-via phone	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	N	Kevin Sawyer Triton Construction	Y
Walter Houser KG&D Architects	Y	Teresa May KG&D Architects	Y				

3:15 Pm: Call to order

- Jessica Young called the meeting to order.
- The Committee approved the 10.19.18 meeting minutes, without amendment.
- The following documents were circulated in advance of the meeting:
 - OLA Consulting Engineers letter dated 11.9.18, regarding additional services for Hutchinson School (MEP LEED-related services)
 - Confident Buildings letter dated 11.2.18, regarding LEED silver-equivalent consulting services
 - OLA Consulting Engineers letter dated 10.31.18, regarding energy modeling & high performance review for Hutchinson School
 - KG&D Sustainability Additional Services worksheet (budget) dated 11.9.18
- Russ Davidson opened the meeting, noting that design development (DD) continues for all three projects. Further, user group meetings are ongoing.
- Prospect Hill-DD drawings
 - Russ Davidson reviewed the most recent DD drawings. Modification from previous drawings include:
 - Proposed 2nd floor space in the addition to include 1 general education classroom, 2 smaller resource room spaces and reconfigured storage area.
 - The entry area volume was increased.
 - Cast stone accent was added to the exterior.
 - The window configuration was modified.
- Cost Estimates

Inspiring a Standard of Excellence for All Students

- KG&D and Triton are working on cost estimates based on the SD phase of work.
- Preliminary review indicates a budget overage.
- Scope adjustments or a list of work to bid as alternates will be identified along with the DD cost estimate.
- Overall Schedule
 - KG&D will prepare a revised schedule based on the direction given by the District with respect to sustainability at New Hutchinson.
 - Work on Prospect Hill is being accelerated.
 - Third party review may be beneficial on the smaller projects.
- Middle School/High School
 - DD continues.
 - A user group meeting was held on 11.7.18 with good input from those attending.
 - KG&D forwarded an itemized list of masonry repairs to the District, and is seeking guidance on priorities and phasing.
 - The estimated cost for the masonry work is \$2.2-\$2.3M.
 - This area could yield some savings, even if all projects on the list are included in the bond. If the District determines that certain projects can be included in the operating budget or future bond projects, additional savings to the current bond project would ensue.
 - Test holes and geothermal testing is underway at Glover Field.
 - KG&D will check whether the MS roof replacement budget is predicated on a full replacement or an overlay on the existing surface. Obviously, savings would be achieved with the latter scope of work.
- New Hutchinson-DD drawings
 - Russ Davidson reviewed the most recent DD drawings and noted the following:
 - The design requires 2 elevators; the request to evaluate combining to one elevator is not feasible.
 - The space on the entry level was reconfigured to allow for closing off instructional space during off-hours use of the building.
 - The main office area has been slightly reconfigured.
 - The food service area is being redesigned based on ongoing discussions with the food service consultant. It was noted that the cafeteria equipment for the reconfigured space is outside the original scope.
 - Other minor reconfigurations of space were reviewed.
 - The roofing lines have been redesigned for a cleaner look and better drainage; patterning on the brick walls is being developed; a window tower has been added; a dormer has been added which eliminates much of the guttering previously required.
 - The gymnasium is being lit with skylights (no windows due to glare concerns).
- Sustainability
 - Russ Davidson referred to the vendor proposals circulated in advance of the meeting. He recommended the following:
 - OLA, an existing vendor, for energy modeling.
 - Confident Buildings, a new vendor, for review of the model and commissioning. Russ had a positive meeting with the vendor and feels confident in recommending them to the District.
 - KG&D also proposed additional fees due to the scope change.
 - Russ indicated that certain aspects of the DD are paused, pending definitive direction from the Board of Education (BOE) on the level of desired sustainability.
 - **The Bond Steering Committee affirmed that the BOE wishes to proceed with construction of New Hutchinson at a LEED Silver benchmark level, i.e. the District will not seek formal commissioning.**
 - Based on this information regarding sustainability, KG&D will update the timeline.
 - The sustainability effort will add at least one month to the process in advance of SED submission.
 - No impact is expected on the overall commencement of construction.
 - The BOE will take action on the recommended contracts for KG&D (additional scope), OLA and Confident Buildings at the November 27 meeting.
- Other Matters Discussed
 - Rock removal

- Once DD is complete, a site contractor who handles both rock removal and trucking should be considered, as it makes sense for the same vendor to handle all phases of this work at all the projects.
 - The rock blasting is specialty work. The site contractor would likely sub-contract this work.
- Pre-rock removal work
 - The process of documenting the structures surrounding the construction area (homes, etc.) takes 6-8 weeks in advance of rock blasting and removal. The documentation may include interior and exterior photographing of structures, attaching “tell-tales” to measure movement in any cracked surfaces, installation of seismic monitors to detect vibration levels, etc.
 - Some rock may need to be hammered rather than blasted due to the proximity to other structures.
 - Machinery will need to be staged onsite in advance of the work.
- Kevin Sawyer expressed Triton’s desire to begin phasing discussions with the various stakeholders involved (District administration/staff, the New Hutchinson Committee, local village entities such as the village manager and fire department).
 - Access routes need to be carefully considered for all phases of the project.
 - Phasing plans will be developed by Triton, and KG&D will prepare phasing drawings based on those plans.
 - Once plans are established, the community will need to be engaged to ensure that they are apprised of the ensuing work.
- Tree removal, which will be extensive, will take 4-5 days. This work may be completed on weekends to avoid disruption of school.
- Schematic Design (SD) cost estimates
 - SD design cost estimates have been completed by Triton for New Hutchinson, and are in process for Prospect Hill and Glover (expected completion in 7-10 days).
 - The New Hutchinson cost estimate has been discussed with KG&D.
 - The estimate is tracking high in certain areas, specifically in rock removal and demolition of the existing Hutchinson school.
 - Currently, the estimate is running 12% over budget.
 - Neither KG&D nor Triton expressed any undo concern over the estimates at this point, given the phase of the project.
 - Triton intends to distribute a reconciled SD budget to the District by Wednesday, November 21.
 - Russ Davidson reminded the Committee that the estimates at the end of DD will be much more accurate and important.
- A brief discussion was had about clearing the contents of the existing Hutchinson building. An organized, coherent effort will be needed.
- An asbestos abatement contractor needs to be identified in order to more accurately evaluate the cost of this effort for the various projects.
- The updated land survey has been received. The survey shows that the rock levels are higher than the original estimates.
- Some discussion ensued about project labor agreements (PLA).
 - Kevin Sawyer will follow up with Jim Hricay about a vendor to do the required PLA feasibility study.
 - This matter will be discussed further at the next BSC meeting on December 4.

4:45 pm: Adjournment

Respectfully submitted,
Jackie Vigil

Attachments:

- Agenda
- OLA Consulting Engineers letter dated 11.9.18, regarding additional services for Hutchinson School (MEP LEED-related services)
- Confident Buildings letter dated 11.2.18, regarding LEED silver-equivalent consulting services
- OLA Consulting Engineers letter dated 10.31.18, regarding energy modeling & high performance review for Hutchinson School
- KG&D Sustainability Additional Services worksheet (budget) dated 11.9.18