



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

**BOND STEERING COMMITTEE**

Via Video Conference  
Pelham, NY 10803

March 30, 2020  
10:00 am

**MINUTES**

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

**10:08 am: Call to order**

- Jessica Young called the meeting to order.
- Jim Hricay opened the meeting with an update regarding guidance from the Governor's office on cessation of non-essential construction projects.
  - An exemption to the cessation order exists for those projects involving public health & safety work.
  - The current thinking is that work at Hutchinson and Glover Field can continue for the time being given that it is taking place outdoors and that proactive safety measures are in place to protect workers, such as provision of masks, gloves and sanitizing stations. Triton will continue to monitor vendors' ability and willingness to work as the quarantine continues.
  - The Hutchinson project is in a critical phase of foundation work.
  - At Glover Field, the turf is being installed and should be finished to prevent potential damage from leaving this phase of the project only partially complete.
  - The interior renovations at the HS/MS are scheduled to begin May 1; however, this work requires vacating certain office space in the HS. The timeline presents a particular challenge at this time since vacating the space requires staff to be in the office for extended periods of time. Further, it is not clear that the work would be deemed essential under the Governor's current guidelines. The District will continue to explore its options in determine how best to proceed with this project.
- Discussions ensued regarding the remaining work to be recommended for award. Many considerations were discussed including overall capital project budget; the projected effects of COVID-19 on the economy, workforce and supply lines; the moratorium on non-essential construction; impact of potential cost escalation in

the future or, alternately, the possibility of better results upon re-bid in the future; and the practical limitations/ramifications of preparing for construction to commence at certain interior locations.

- After thoughtful consideration, the Committee agreed to move forward with the following recommendations to the Board of Education:
  - **HS/MS Exterior Masonry (Contract 1):** Award to lowest responsible bidder
    - The project has already been bid several times and deferral of the work would likely result in further structural deterioration from water intrusion.
  - **Annex, Parapet Walls, Roofing, etc (Contract 2):** Award to lowest responsible bidder.
  - **MS-Miscellaneous Masonry Projects:** Reject bid; re-bid at a future date with full expectation of proceeding with the work.
  - **HS Tower/Stairwell Repairs (Alternate 1):** Hold off on award of bid.
    - The scope of this work will be better understood once the Contract 1 work is underway.
  - **Prospect Hill (PH)-Addition & Renovations**
    - **PH Addition (security vestibule/elevator/etc):** Reject bid, re-bid at a later date with full expectation of proceeding with the work, scope to be determined based on available funds.
      - While the pricing for the addition was considered favorable, monetarily this component of the PH projects is the largest. The Committee conservatively agreed to defer the PH addition work until a later date given the overall bond budget constraints and uncertainties in the current economy and environment.
      - As work on the various other bond projects progresses, more information will become available on remaining funds in the budget, i.e. contingency funds released, etc.
    - **PH Renovations (toilet rooms):** Award one or more of bid items 1, 2 and 3 (each bid representing a grouping of toilet rooms in the building).
      - Recommendations are pending from Triton and KG&D regarding which bid items (1, 2 and/or 3) to award and how to best time and stage the work so that sufficient toilet rooms are available when school is in session, taking into consideration the possible impact of the quarantine.
- The Committee agreed to meet frequently in the upcoming months to monitor the capital project work progress and budget status.

**10:53 am: Adjournment**

Respectfully submitted,  
Jackie Vigil