



## Board of School Directors Committee Meeting Minutes Wednesday, October 14, 2020

Generated by Renai Cardillo on Thursday, October 15, 2020

**Members present:** Courtney Barbieri, Nicholas Braccio, William Brong, Janet Flisak (virtual), Matt Holliday (virtual), Ken Keith, Thomas Kwiatkowski, and Donna Scheuren

**Members absent:** Stephen Nelson

**Others present:** Frank Ball, Brandon Bilohlavek, Henry Franz, Frank Gallagher, Nick Kaintz (Snyder-Hoffman), Christopher Hey, Katie Kennedy-Reilly, Michael Kelly (KCBA), Brian Pawling, and Megan Zweiback

### 1. Operations Committee

#### 1.1 Facilities Study Update

Mr. Brong called the meeting to order at 6:38 PM.

Mr. Brong reminded everyone that the results of the recent District Facilities Study were presented at last month's Committee Meeting. Mr. Brong stated that this evening's intent is to provide an update and begin preparations to address potential capital projects.

Director of Business Affairs, Mr. Pawling stated that the District Facilities Study, in total, is a listing of potential projects for possible completion over the next three to five years. Mr. Brong and Mr. Pawling reiterated that in an effort to get projects approved, a review, design and bidding process would need to begin soon, if work is to be completed during the Summer break.

KCBA Architect's Michael Kelly was in attendance and reviewed a slide presentation noting that additional meetings had occurred with administration and school principals, prioritizing projects deemed more critical. He also noted that electrical engineers reviewed the electrical service at Indian Valley Middle School.

The following items were deemed as priority; renovation and infrastructure improvements at Indian Valley and Indian Crest Middle Schools, infrastructure improvements to the older portions of Franconia Elementary School, preparations for full-day kindergarten, the replacement of Oak Ridge Elementary School facade and infrastructure improvement at West Broad Street and Salford Hills Elementary Schools.

Mr. Kelly highlighted the projects for 2021, noting that they have all been pulled out of proposed larger renovations at each location. Mr. Kelly also noted that no future work would be impacted by addressing these crucial items first.

Franconia Elementary School -

- Boilers and hot water pumps
- Water and sanitary piping
- Electrical panels

Indian Valley Middle School -

- Main electrical service

Indian Crest -

- Roof replacement

Mr. Kelly reviewed the specifics of the HVAC, plumbing and electrical work for Franconia Elementary School as well as a project timeline. The timeline would include design development to the Board before the end of the calendar year. Construction documents would be presented in early 2021 with a projected out to bid date of March, and an award of bids in May. This proposed timeline would allow for construction to occur during the summer months when school is not in session.

Mr. Kelly identified the electrical system configurations at Indian Valley Middle School, noting the urgency of switchgear replacement.

A brief discussion occurred on the roof replacement at Indian Crest Middle School. Mr. Kelly noted that the replacement had been divided into three sections, allowing flexibility in the bidding and budgeting process.

A potential projects schedule summary was presented showing estimated costs within the calendar timeline. Mr. Kelly reiterated that addressing these key projects would fix the most critical needs within the Facilities Study.

Mrs. Scheuren inquired about the size of the roof system needed at Franconia Elementary School and asked about its practicality should the entire renovation not be completed. Mr. Kaintz of Snyder Hoffman Engineers responded that the replacement of rooftop units is a more individualized project and would not impact future renovations. He also noted that performing the project in a compartmentalized fashion is a more economical approach. He commented that some cost savings could be realized by purchasing more units than buying one at a time.

Mrs. Scheuren also asked about the severity of the three roof sections at Indian Crest Middle School. Mr. Kelly responded that the entire roof should be addressed for replacement, however the sectioning allows for more flexibility and savings upon bid receipt.

Mrs. Scheuren also asked if the new electrical system at Indian Valley Middle School would support future renovation and Mr. Kelly and Mr. Brong responded that the power gear also known as the head end, is in need of an urgent replacement, regardless of future renovations.

Mr. Braccio asked some specific questions about the current electrical system at Indian Valley Middle School. Mrs. Flisak asked about the 5-year plan that currently appears in Board Docs. She noted that it did not include an item of roof repair or replacement at Indian Crest Middle School. Supervisor of Operations, Mr. Ball responded that the Indian Crest roof had been re-coated in 2016, but is now in need of a full replacement. Mr. Kelly also noted that this roof is approximately 35 years old and is recommended for replacement, that a sealing or coating is no longer an appropriate repair. Mr. Pawling added that we will be relying on market trends for roof project estimates. The actual cost will not be known until we receive bids and that a well-written scope of work will assure that received bids are competitive.

Mr. Kwiatkowski asked if any of the rooftop mechanical units at Indian Crest would require replacement prior to the roof replacement. Mr. Brong responded that a roof replacement could be accomplished without interruption to any of the existing rooftop units.

Dr. Gallagher requested that the Franconia project be examined for a GESA (Guaranteed Energy Savings Act) project. Mr. Brong added the Indian Valley and Indian Crest projects for GESA consideration. Mr. Kelly agreed to investigate that possibility and report at the next Operations Committee Meeting.

Mr. Brong asked about the implementation of full day kindergarten and Dr. Gallagher responded that we will not be prepared to begin until the 2022-2023 school year.

Mr. Pawling spoke briefly on the next steps including additional discussion at the November Operations Committee Meeting. After which, items could be brought to the November Board Action Meeting to take action and begin design work. Mr. Pawling also noted that finances for short-term and long-term will be discussed at the November Operations Committee Meeting. Dr. Gallagher mentioned that financial advisor Ms. Doyle of PFM is scheduled to be in attendance.

Mr. Brong asked the public to email any questions they had regarding this evening's discussion.

Mr. Brong adjourned the Operation Committee Meeting at 7:23 P.M.

Respectfully Submitted,



Brian R. Pawling  
Board Secretary / Director of Business Affairs