

FOX CHAPEL AREA SCHOOL AUTHORITY
Business Meeting Agenda – Staff Development Room
August 28, 2023
8:00 AM

- I. CALL TO ORDER
- II. ROLL CALL
- III. PUBLIC COMMENT
- IV. BUSINESS ITEMS UPDATE
 - A. Multiple Fields Renovation Project-HS
 - B. Dorseyville Middle School Window Project
 - C. Hartwood Elementary School HVAC Project
- V. ACTION ITEMS
 - A. Approval of Minutes:
 - Approval of the July 31, 2023, 2023 Authority Business Meeting Minutes
 - B. Approval of August 28, 2023 Disbursements totaling: \$359,664.97
 - Fund 10: \$ 12,757.50
 - Fund 32: \$ 346,907.47
 - C. Recommendation to retain engineering services for the Hartwood Elementary School HVAC Project
 - D. Solicitor's Report
- VI. OTHER BUSINESS
- VII. NEXT MEETING:
 - Monday, September 18, 2023 – 8:00 AM Staff Development Room
- VIII. EXECUTIVE SESSION
- VIII. ADJOURNMENT

Fox Chapel Area School Authority
Business Meeting Minutes
July 31, 2023

A meeting of the Fox Chapel Area School Authority was held in the Administrative Staff Development Room on Monday, July 31, 2023. The meeting was called to order at 8:02 a.m.

Roll Call

Members were present as follows: Keith Fenton, Richard Ranii, Bob Saunders and Bryan Thomas.

Others present at the meeting were: Mary Catherine Reljac, David McCommons, Daniel Breitreutz, Paul Giuffre, Adam Goode, Jon Thomas and Linda Casile. Additionally, Marybeth Dadd and Ron Frank were present via telephone. There were no members of the public present.

Public Comments

There were no public comments.

Business Items Update

A. Fields Renovation Project

Mr. Breitreutz reported that the practice field is complete and the softball field is at about 90%. The turf on the baseball field will be installed this week, one week behind schedule. All fields are anticipated to be completed by the end of the week. JT Sauer will be out to do the final punch list to ensure everything is satisfactory.

Mr. Saunders requested that JT Sauer put Hellas Construction on notice that the Field Renovation project has exceeded the scheduled substantial completion date, which was 7/31/23 (contract scheduled completion 8/1/23).

B. Dorseyville Middle School Window Project

Mr. Breitreutz stated that Cazian/Johnston has completed their part and has sent the paperwork on to Thomas & Williamson. Mr. Thomas reviewed the timeline for the project beginning with the dates for advertising the project.

C. Hartwood Elementary School HVAC Project

Mr. Breitreutz informed the Authority that Thomas & Williamson has put out the RFP to several engineering companies. Five companies responded to the RFP. Mr. Breitreutz reviewed the proposals with Mr. Thomas and have begun the process of creating a matrix for the interviews for the three firms who submitted the lowest bids.

Action Items

- A. Approval of Minutes
On a motion made by Mr. Thomas and seconded by Mr. Ranii, the Authority business minutes from June 26, 2023 were unanimously approved.
- B. Approval of the June 26, 2023 Disbursements
On a motion made by Mr. Ranii and seconded by Mr. Saunders, the disbursements from Fund 10, Fund 31 and, Fund 32 totaling \$310,446.98 were unanimously approved.
- C. On motion by Mr. Saunders and seconded by Mr. Fenton the Authority has made a recommendation that the FCA School Board proceed to obtain bids for the Dorseyville Middle School Window Project.
- D. Solicitor's Report
There was no report.

Other Business

Mr. Breitzkreutz shared with the Authority that the District is continuing to work towards making sustainable improvements. Beyond the window project at Dorseyville Middle School and the HVAC project at Hartwood, the District is planning to replace just under 200 light fixtures to LED in the administrative offices and O'Hara Elementary.

Adjournment

On motion by Mr. Ranii and seconded by Mr. Thomas, it was unanimously resolved to adjourn the meeting at 8:53 a.m.

Respectfully submitted,

Bryan Thomas
Secretary

Disbursement Report Fund 10 for the period of 8/1/2023-8/28/2023

	Vendor Name	Budget Unit Title	Account Title	Transaction Amount
102350	PAUL J. GIUFFRE ESQ. LLC	LEGAL SRV	PROFESSIONAL SERVICES	\$137.50
102350 - Total				\$137.50
104600	CANZIANI/JOHNSTON & ASSOCIATES LLC	CONSTRUC-ARP-DMS	PROFESSIONAL SERVICES	\$3,000.00
	THOMAS & WILLIAMSON LLC	CONSTRUC-ARP-DMS	PROFESSIONAL SERVICES	\$9,620.00
104600 - Total				\$12,620.00
Overall - Total				\$12,757.50

Disbursement Report Fund 32 for the period of 8/1/2023-8/28/2023

	Vendor Name	Budget Unit Title	Account Title	Transaction Amount
324200	HELLAS CONSTRUCTION, INC.	ATH CP-SITE IMPROV	CONSTRUCTION SERVICES	\$338,407.47
	JAMES T. SAUER	ATH CP-SITE IMPROV	PROFESSIONAL SERVICES	\$8,500.00
324200	- Total			\$346,907.47
	Overall - Total			\$346,907.47