

Saucon Valley School District

Meeting of the Ad Hoc Finance Committee

March 16, 2022 – 5:00 pm

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Welcome to the Saucon Valley School Board Ad Hoc Finance Committee meeting. Our objective is to serve our community's students, parents, and residents. You are an important part of this meeting and we look forward to your questions and comments. We are all here for the same reason. All opinions are welcomed and equally valuable. Our only request is that we address each other with civility and respect. Our courtesy toward each other is the best way to show our students how much we respect them as well.

Committee Members – Edward Andres, Cedric Dettmar, Dr. Shamim Pakzad, Shawn Welch

Agenda

- I. **Call to the Order** – *Cedric Dettmar, Committee Chair*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *David Bonenberger, Committee Secretary*
- IV. **Motion to Approve Agenda**
- V. **Approval of Minutes** – February 16, 2022
- VI. **Courtesy of the Floor to Visitors – Agenda Items Only** – *Visitors should state their name and address.*
- VII. **Discussion & Action:** HS Window Blinds
- VIII. **Discussion & Action:** Campus Hot Water Heater Replacement
- IX. **Update:** ESSER Funds
- X. **Update:** 2022-2023 Budget
- XI. **Update:** HS Sewage Issues
- XII. **Discussion:** Infrastructure Projects – Planned vs. Unplanned
- XIII. **New Business**
- XIV. **Old Business**
- XV. **Courtesy of the Floor to Visitors** - *Visitors should state their name and address.*
- XVI. **Future Meetings** – April 20, 2022
- XVII. **Motion to Adjourn**

The Saucon Valley School District does not discriminate on the basis of race, color, national origin, age, sex, or handicap

A meeting of the Finance Committee was held on Wednesday, February 16, 2022, in the District Office Conference Room. Present were Finance Committee members Cedric Dettmar, Dr. Shamim Pakzad, and Shawn Welch. Edward Andres was absent. Also present were David Bonenberger - Committee Secretary, Susan Baxter, Bryan Eichfeld, Michael Karabin.

- I. **Call to the Order** – 5:06 - *Cedric Dettmar, Committee Chair*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *David Bonenberger, Committee Secretary*
3-present, 1-absent (Andres)
- IV. **Motion to Approve Agenda** – Director Pakzad, second by Director Welch moved to approve the Agenda. Vote: 3-yes, 0-no, 1-absent (Andres)
- V. **Approval of Minutes** – Director Pakzad, second by Director Welch moved to approve the minutes of January 19, 2022. Vote: 3-yes, 0-no, 1-absent (Andres)
- VI. **Courtesy of the Floor to Visitors – Agenda Items Only** – None
- VII. **Discussion & Action:** Campus Hot Water Heater – The Campus 900-gallon water heater failed and cannot be repaired. The cost will be between \$120,000 and \$150,000. John will keep us updated.
- VIII. **Discussion & Action:** Access Control System is failing it will cost approximately \$55,400 to replace.

Director Pakzad, second by Director Welch moved to approve sending this item to the Board for approval. Vote: 3-yes, 0-no, 1-absent (Andres)
- IX. **Discussion & Action:** MS Roof Refurbish Bid Results
Director Welch, second by Director Pakzad moved to approve sending this item to the Board for approval. Vote: 3-yes, 0-no, 1-absent (Andres)
- X. **Discussion & Action:** Refinishing Gym Floors happens every two years. This is in the 2022-2023 budget. Mr. McCabe would like permission to get this job lined up for the summer of 2022.

Director Welch, second by Director Pakzad moved to approve sending this item to the Board for approval. Vote: 3-yes, 0-no, 1-absent (Andres)
- XI. **Discussion & Action:** ESSER Funds – Discussion on possible uses for the ESSER grant money.

- XII. Discussion & Action:** 2022-2023 Budget – Mr. Bonenberger gave a review of the current budget process.
- XIII. Discussion & Action:** 2021-2022 Graduation – Update on Graduation preparations and the costs involved.
- XIV. New Business** – Update on the septic system at the high school.
- XV. Old Business**
- XVI. Courtesy of the Floor to Visitors** - *Visitors should state their name and address.*
- XVII. Future Meetings** – March 16, 2022
- XVIII. Motion to Adjourn**

Director Pakzad, seconded by Director Welch moved to adjourn the meeting.

6:30 p.m.



The Competitive Advantage for Energy Efficient Light
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2550 Boulevard of the Generals
 Ste 320
 Norristown, PA 19403-3679
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 Fax: 610.277.2721

Submitted To: Saucon Valley School District
 2097 Polk Valley Rd
 Hellertown, PA 18055
Phone: 610-248-9890

Attn: John McCabe
Sales Rep: Michael Hunter
Change Order: n/a

Project: Saucon Valley High School-COSTARS

Date: February 23, 2022
Number of Pages: 2

We hereby submit our proposal to furnish and install the following:

- **Base Bid:** Quantity of (91) Draper Flexshade Manual Roller Shades with 3% open fabric installed with fascia. **Located in all Classrooms, Offices and Cafeteria.**
- Quantity of (7) Draper NEXD Manual Roller Shades with 3% open fabric installed with fascia. **Located in Library only.**
- **Alternate Adder Option for Library:** Quantity of (7) Draper Line Voltage Motorized Shades with 3% open fabric installed with fascia. **Located in Library only. (3) Keypads included.**
- **All shades to be installed into window jambs or blocking, all jambs and blocking provided by others.**
- **All electrical wiring for motorized shade option to be done by certified electrician, provided by others.**
- **Based on walkthrough on 2-16-22 and drawing 201 dated 1-20-22 sent by John McCabe.**
- **COSTARS Contract #: 035-146**

Proposal includes the following:

- 1) Field measuring
- 2) Project management
- 3) Field installation
- 4) Delivered and installed during normal working hours with one mobilization
- 5) Shades to be installed into blocking provided by others
- 6) Furnish and installation of fascia for manual and motorized shades
- 7) Warranty per specification
- 8) Tax Exempt

Proposal excludes the following:

- 1) Blocking and backing
- 2) No additional support
- 3) No dumpsters
- 4) No liquidated damages or penalties
- 5) No protection of shades after installation
- 6) No hoisting fees
- 7) Line or low voltage conduit, wire or terminations
- 8) No attic stock
- 9) No Sales or Use tax

We hereby propose to furnish the above - complete in accordance with the above specifications:

Base Bid Price:	\$28,118.54
Alternate Adder Option for Library:	+\$3,074.93

Kay & Sons Inc. - General Terms & Conditions

1. **NO DEPOSIT REQUIRED:** *Payment for services rendered and goods supplied are due net 45 days, or as per above payment schedule. In the event that payment is not received per the above schedule, interest will be charged at the rate of 1.5% per month from the due date. Should collection proceedings become necessary, you will be responsible for reasonable attorney fees and related costs.*

2. Unless noted otherwise, our proposal includes:
 - Installation to be performed during normal business hours (Mon-Fri, 7AM-4PM)
 - Installation to be performed in a single phase
 - Our proposal does not include the removal of existing window treatments or wall coverings
 - All required support blocking must be level and will be provided by others

3. All agreements are contingent upon strikes, accidents or other delays beyond our control.

4. Any requests or changes to the proposed scope of work that impact our costs will only be performed after written authorization is received.

5. Above price is guaranteed for sixty days. Price is subject to change without notice. Once this proposal is accepted and signed, it is a binding contract.

Acceptance or Proposal – The above prices, specifications and conditions are hereby accepted. You are authorized to perform the work specified. Payment will be made as outlined above.

Authorized Signature _____ **Date** ____/____/____

Please Print Name _____ **PO#** _____

Scope of Work

To: Amy Navratil
Lobar Associates Construction
4 Barlo Circle
Dillsburg, PA 17019
(717) 432-3429

From: Requestor
No Company Name
No Address Input

Job Order No: 102526.00
Job Order Title: Saucon Valley SD High School Hot Water Heater

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

-Provide Lobar Associates coordination -Mobilize tools and equipment -Replace existing 900 gallon PVI water heater in kind as described in the attached Warko Proposal -Warko to fill out the boiler letter of intent and send to L&I. Any L&I costs incurred from this letter of intent will be reimbursed by the school district. -Daily Cleanup of construction site -Demobilize tools and equipment -Includes prevailing labor rates utilized for all trades required by PA state law -Includes construction activities Insurance as per attached insurance certificate -Excludes all permits, inspection fees and P&P bonds not stated within this scope of work -Excludes electrical hook ups to the new water heater -Excludes hazardous Materials/Conditions and/or Remediation -Excludes unforeseen Materials/Conditions -Excludes extreme weather conditions and associated costs -Excludes holiday working hours/overtime -Excludes asbestos testing or removal -Proposal is based on work being performed during work hours 7:00 am – 3:30 pm Monday thru Friday -Contractor shall not be held liable for any impacts, delays, labor overruns, material overruns and/or cost overruns related to its Work stemming from the current flu epidemic, and/or COVID-19 (Coronavirus epidemic) as defined by the United States Centers for Disease Control and Prevention. Contractor shall further be entitled to a change order for any and all time and costs associated with said epidemic(s) -Schedule time frames and proposal value is pending any COVID-19 delays/impact costs. -All testing by others -Executed AIA Substantial Completion is required upon completion of the area/areas before occupancy -Any work not specifically stated above is not part of this proposal
Subject to the terms and conditions of JOC Contract 2021JOCC-43.

Requestor

Date

Amy Navratil,

Date

Contractor's Cost Proposal - Summary (L/E/M)

Date: March 11, 2022

Re: IQC Master Contract #: 2021JOCC-43
JOC Work Order #: 102526.00
Owner PO #:
Title: Saucon Valley SD High School Hot Water Heater
Contractor: Lobar Associates Construction
Proposal Value: \$124,890.00

Water Heater Replacement **\$124,890.00**

Proposal Total **\$124,890.00**

This Proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

The Percentage of NPP on this Proposal: **100.00%**

Contractor's Cost Proposal - Detail (L/E/M)

Date: March 11, 2022
Re: IQC Master Contract #: 2021JOCC-43
 JOC Work Order #: 102526.00
 Owner PO #:
 Title: Saucon Valley SD High School Hot Water Heater
 Contractor: Lobar Associates Construction
 Proposal Value: \$124,890.00

Sect.	Item	Mod.	UOM	Description	Line Total	
Labor	Equip.	Material	(Excludes)			
Water Heater Replacement						
1	00 07 71 00 0500			Lump Sur Saucon Valley Water Heater PVI 900Gal	\$124,890.00	
		NPP		Installation		
			Quantity	Unit Price	Factor	Total
			1.00	108,600.00	1.1500	124,890.00
			x	x	=	
				See attached backup		

Subtotal for Water Heater Replacement **\$124,890.00**

Proposal Total **\$124,890.00**

This Proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

The Percentage of NPP on this Proposal: 100.00%



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February 15, 2022

Attn: John McCabe

Reference: Saucon Valley school district, replace existing PVI 900 gallon water heater.
(QG-22005)

Scope of work for plumbing proposal:

1. Remove existing water and dispose of.
2. Supply and install new PVI 900-gallon gas fired water heater to match existing.
3. Provide all connections to existing cold water, hot water, natural gas and b-vent flue piping to match existing.
4. Provide pipe insulation patching after new heater is running and the temporary heater is removed.
5. Use school district supplied forklift for loading and unloading.
6. Provide factory approved start up.

Exclude:

1. Permit fees.
2. Overtime.
3. Temporary water heater.
4. Electrical or control wiring.

Plumbing Cost Total---\$108,600.00

Thank you for the opportunity to submit our proposal. If I can be of any further assistance, please do not hesitate to call.

**Sincerely,
Gary Smith**