FOX CHAPEL AREA SCHOOL AUTHORITY
Reorganization Meeting Agenda
Staff Development Room
January 20, 2026
8:00 AM

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENT

IV. REORGANIZATION ITEM

A. Appointment of Officers for 2026
- Chairman
- Vice Chairman
- Treasurer
- Secretary
- Assistant Treasurer/Assistant Secretary

V. BUSINESS ITEMS

A. Approval of 2026 Meeting Dates
- Monday, February 23, 2026
- Monday, March 23, 2026
- Monday, April 27, 2026
- Monday, May 18, 2026
- Monday, June 29, 2026
- Monday, July 27, 2026
- Monday, August 31, 2026
- Monday, September 28, 2026
- Monday, October 26, 2026
- Monday, November 23, 2026
- Monday, December 21, 2026
- Tuesday, January 19, 2027

VI. ADJOURNMENT

FOX CHAPEL AREA SCHOOL AUTHORITY
Business Meeting Agenda – LGI Room
January 20, 2026 - 8:10 AM

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENT

IV. BUSINESS ITEMS UPDATE

A. Hartwood Elementary HVAC Project

B. Fairview Elementary Window Replacement Project

C. High School Lights & Tennis Court Replacement Projects

V. ACTION ITEMS

A. Approval of Minutes:
- Approval of the November 24, 2025 Authority Business Meeting Minutes

B. Approval of January 20, 2026 Disbursements totaling: $181,876.50
- Fund 10: $51,779.00
- Fund 31: $130,097.50

C. Hartwood Elementary HVAC project: Approval of Change Orders totaling: $58,547.34
- HC-006: Revise duct and pipe for RTU-8 = $24,288.00
- EC-001: Conduit relocation for RTU-8 = $3,276.75
- EC-002: Conduit relocation for RTU-3 = $959.23
- EC-003: Repair of wiring above cafeteria, copy room = $5,641.36
- EC-004: Overhead wire clean up required by inspector = $24,382.00

D. Solicitor's Report

VI. OTHER BUSINESS

H.F. Lenz presentation - High School mechanical renovation

VII. NEXT MEETING:

- Monday, February 23, 2026 – 8:00 AM Staff Development Room

VIII. EXECUTIVE SESSION

VIIII. ADJOURNMENT

Fox Chapel Area School Authority
Business Meeting Minutes
November 24, 2025

A meeting of the Fox Chapel Area School Authority was held in the LGI Room on Monday, November 24, 2025. The meeting was called to order at 8:00 a.m.

Roll Call

Members were present as follows: Keith Fenton, Warner Macklin, Richard Ranii, and Bob Saunders.

Others present at the meeting were: Mary Catherine Reljac, David McCommons, Dan Breitkreutz, Paul Giuffre, Marybeth Dadd, Ron Frank, Adam Goode, Vanessa Lynch, Ariel Zych, Jon Thomas, Dan Macek, Paul Montagna, and Linda Casile. There were no members of the public present.

Public Comments

There were no public comments.

Business Items Update

A. Hartwood Elementary School HVAC Project
Mr. Thomas stated the main disconnect switch replacement will take place over winter break. Mr. Thomas suggested scheduling a small closeout meeting between Thomas & Williamson, the District, HF Lenz and the commissioning agent. Thomas & Williamson has encouraged the HVAC contractor to install a flange on the inside of duct to address the air-leak on RTU-8. The punch list is nearing completion and HF Lenz is currently reviewing the operations and maintenance manuals.

B. Fairview Elementary Window Project
Mr. Macek reported that the project is at the beginning of the construction phase the mock up windows will be installed beginning December 1st. The project is running on schedule with a projected end date of May 2026.

C. High School Stadium Site Lighting plan and Tennis Court Replacement Project
Mr. Breitkreutz communicated that the Tennis Court Replacement contract is in place and the project is set to begin in the Spring.

Action Items

A. Approval of Minutes

On a motion made by Mr. Ranii and seconded by Mr. Fenton, the business meeting minutes from October 27, 2025 were unanimously approved. All were in favor.

B. Approval of the November 24, 2025 Disbursements

On a motion made by Mr. Macklin and seconded by Mr. Saunders, the disbursements from Fund 10 and Fund 31 totaling $251,190.42 were unanimously approved. All were in favor.

C. Solicitor's Report

No report was given.

Other Business

No other business was reported.

Adjournment

On motion by Mr. Ranii and seconded by Mr. Macklin, it was unanimously resolved to adjourn the meeting at 8:15 a.m. All were in favor.

Respectfully submitted,

Bob Saunders
Assistant Treasurer/Assistant Secretary

Fund 10 Disbursements for the period of 11/25/25 - 1/20/26

Vendor Name	Budget Unit	Budget Unit Title	Account Code	Account Title	Transaction Amount
CANZIAN/JOHNSTON & ASSOCIATES LLC	1046003501905000	CONSTR-FACILITY GRNT-FV	330	PROFESSIONAL SERVICES	$1,443.74
CANZIAN/JOHNSTON & ASSOCIATES LLC	1046000001905000	CONSTRUC-FV	330	PROFESSIONAL SERVICES	$481.26
MCKINLEY ARCHITECTURE & ENGINEERING	1046000003912550	CONSTR-HS-ATHLETICS	330	PROFESSIONAL SERVICES	$48,450.00
PAUL J. GIUFFRE ESQ. LLC	1023500000000000	LEGAL SRV	330	PROFESSIONAL SERVICES	$1,404.00
				Total Disbursements	**$51,779.00**

Fund 31 Disbursements for the period of 11/25/25 - 1/20/2026

Vendor Name	Budget Unit	Budget Unit Title	Account Code	Account Title	Transaction Amount
ALLEGHENY CONSTRUCTION GROUP INC.	3146000001908000	CP-CONSTRUC-EL-HW	450	CONSTRUCTION SERVICES	$32,362.50
H. F. LENZ CO.	3146000001908000	CP-CONSTRUC-EL-HW	330	PROFESSIONAL SERVICES	$3,400.00
RIGHT ELECTRIC, INC.	3146000001908000	CP-CONSTRUC-EL-HW	450	CONSTRUCTION SERVICES	$94,335.00
				Total Disbursements	**$130,097.50**

Change Orders

Pending Board Ratification

The Administration has approved the issue of the following change orders to the construction contracts for the following school projects.

The complete change order document is attached to the Official Minutes.

Wayne Crouse, Inc.

Number	Description	Amount
HC-006	Cost associated with changes necessary to the piping and ductwork routing at RTU-8 following discrepencies where the actual Penthouse structure was located vs. where it was located on the prints. Cost includes: two additional roof curbs needed to be purchased and installed (50x22 and 30x18) for the re-worked supply ductwork, 64x6x24 roof rails, additional insulation for rooftop ductwork, removal and replacement of additional ceiling tile/grid in order to access the new curb locations and misc. piping re-routing necessary to the RTU.	**$24,288.00**

Right Electric, Inc.

Number	Description	Amount
EC-001	Cost associated to relocation of conduit runs and loose low voltage wiring where duct drops from RTU-8 (in Area E) are shown to be installed. Work was completed on T&M over the summer prior to the installation of the new ductwork mains.	**$3,276.75**
EC-002	Cost associated to relocate three existing to remain conduit runs on the 2nd floor of the building in order for new duct drops to be installed. Work was completed on T&M over the summer prior to the installation of the new ductwork mains.	**$959.23**
EC-003	Cost associated to repair existing to remain conduit and wiring within the cafeteria, copy room and janitor's closet that was previously supported by existing ductwork that was replaced during construction.	**$5,641.36**
EC-004	Cost associated for overhead clean up with the existing to remain wiring per Building and Electrical Inspectors requirements following the removal of the existing ceilings throughout the building.	**$24,382.00**

H.F. LENZ
ENGINEERING

Fox Chapel Area School District
Proposed High School Renovations
Scope of Work Options
HFL File No. 2025-2180.00
January 15, 2026

OPTION No. 1: Scope of Work as Defined by the Report from Cyclone Energy Group Dated August 7, 2025 (Energy Conservation)

1. FHS-01: Replace roof top units RTU-1,2,19, & 20 (Units were not replaced in 2014 project)
2. FHS-02: Replace hot water boilers and associated equipment with a more energy efficient solution.
3. FHS-03: Replace domestic hot water boiler with a more energy efficient solution without storage.
4. FHS-04: Upgrade building automation system throughout the building as approximately 90% of the equipment operates on the original pneumatic system.
5. FHS-05: Field Lighting Conversion - Scope of work is being completed as part of another project.
6. FHS-06: Retro-Commissioning - Not included in this scope of work.
7. FHS-07: Replace chiller plant and associated equipment due to ongoing issues.

Preliminary Estimate of Probable Construction Cost: Approximately **$10,061,194 (Cost indicated is the estimated construction cost and not the total project cost. Total project cost to include the construction cost plus professional fees, permitting, etc.)**

OPTION No. 2: Scope of Work Includes Option No. 1 Scope, Plus the Following Code/Life Safety Items

1. Elevator: Upgrade existing Commons Elevator
2. Ventilation: Add dedicated roof top equipment to provide required ventilation and conditioning to the corridors and common areas
3. Fire Alarm: Replace the existing fire alarm system throughout the building
4. Generator: Replace two-(2) existing natural gas generators with one-(1) new natural gas unit mounted on the roof

Preliminary Estimate of Probable Construction Cost: Approximately **$13,897,544 (Cost indicated is the estimated construction cost and not the total project cost. Total project cost to include the construction cost plus professional fees, permitting, etc.)**

OPTION No. 3: Scope of Work Includes Option No. 1 & 2 Scope, Plus the Following Maintenance/Life Cycle Items

1. HVAC Equipment: Replace existing roof top and air handling units and associated equipment
2. *HVAC Piping: Replace existing hot water and chilled water piping throughout the building
3. HVAC Classroom: Replace existing horizontal unit ventilators with vertical unit ventilators and associated ductwork

4. HVAC Geothermal: Add a geothermal well field and associated equipment to serve the office and administrative suites
5. *Plumbing DW Piping: Replace domestic water piping in "Original" portion of the building
6. *Plumbing Sanitary/Storm: Replace sanitary and storm piping throughout the building (accessible areas only)
7. Plumbing Fixture: Replace existing floor mounted plumbing fixtures with wall mounted fixtures
8. **Electrical Power: Upgrade existing electrical service to accommodate future needs and replace outdated branch circuit panelboards

Preliminary Estimate of Probable Construction Cost: Approximately **$31,882,544 (Cost indicated is the estimated construction cost and not the total project cost. Total project cost to include the construction cost plus professional fees, permitting, etc.)**

Notes:
* - The scope of work indicated should be done simultaneously due to the amount of ceiling replacement required.
** - Electric service upgrade is required if the District elects to convert the entire HVAC system to electric as indicated in the Cyclone Energy Group report.

H.F. LENZ COMPANY

CONSTRUCTION COST ESTIMATE

ITEM: Preliminary Estimate of Probable Cost Based on Cyclone Energy Report Scope of Work

JOB NAME: Fox Chapel Area School District
Proposed High School Renovations
JOB #: 2025-2180.00
DATE: 1/13/2026
ESTIMATOR: GAM
SHEET 1 **OF** 3

ITEM	DESCRIPTION	QTY	UNIT	PER UNIT	TOTAL	PER UNIT	TOTAL	LINE TOTAL
	Cyclone Scope of Work							
*	Lighting & Lighting Control Replacemer	1	ls	3,938,031.00	3,938,031.00			3,938,031.00
**	FHS-01: RTU 1,2,19, & 20 Replace	1	ls	250,000.00	250,000.00			250,000.00
**	FHS-02: New HW Boiler Plant	1	ls	1,250,000.00	1,250,000.00			1,250,000.00
**	FHS-03: New Domestic Boiler Plant	1	ls	350,000.00	350,000.00			350,000.00
*	FHS-04: Control System Upgrades	1	ls	2,228,509.00	2,228,509.00			2,228,509.00
**	FHS-07: Chiller Replacement	1	ls	950,000.00	950,000.00			950,000.00
	Additional Scope Necessary							
***	Selective Ceiling Upgrades	1	ls	100,000.00	100,000.00			100,000.00
***	Miscellaneaous Steel	1	ls	30,000.00	30,000.00			30,000.00
***	Required Code Upgrades	1	ls	50,000.00	50,000.00			50,000.00
	Subtotal							9,146,540.00
	10% Contingency							914,654.00
	Total							**10,061,194.00**
	Notes:							
*	Cost taken from T&W Cost Summary							
**	Cost taken from Cyclone Report							
***	Lump sum estimated by H.F. Lenz Co.							
	Items from Cyclone Report not Included:							
	FHS-05: Field Lighting Conversion - In Progress							
	FHS-06: Retro-Commissioning							

H.F. LENZ COMPANY

CONSTRUCTION COST ESTIMATE

ITEM: Preliminary Estimate of Probable Cost Based on Cyclone Energy Report Scope of Work - Plus Code/Life Safety Items

JOB NAME: Fox Chapel Area School District
Proposed High School Renovations
JOB #: 2025-2180.00
DATE: 1/13/2026
ESTIMATOR: GAM
SHEET 2 **OF** 3

ITEM	DESCRIPTION	QTY	UNIT	PER UNIT	TOTAL	PER UNIT	TOTAL	LINE TOTAL
	Cyclone Scope of Work							
*	Lighting & Lighting Control Replacemer	1	ls	3,938,031.00	3,938,031.00			3,938,031.00
**	FHS-01: RTU 1,2,19, & 20 Replace	1	ls	250,000.00	250,000.00			250,000.00
**	FHS-02: New HW Boiler Plant	1	ls	1,250,000.00	1,250,000.00			1,250,000.00
**	FHS-03: New Domestic Boiler Plant	1	ls	350,000.00	350,000.00			350,000.00
*	FHS-04: Control System Upgrades	1	ls	2,228,509.00	2,228,509.00			2,228,509.00
**	FHS-07: Chiller Replacement	1	ls	950,000.00	950,000.00			950,000.00
	Additional Scope Necessary							
***	Selective Ceiling Upgrades	1	ls	100,000.00	100,000.00			100,000.00
***	Miscellaneaous Steel	1	ls	30,000.00	30,000.00			30,000.00
***	Required Code Upgrades	1	ls	50,000.00	50,000.00			50,000.00
	Code/Life Safety Items							
*	Elevator Replacement	1	ls	172,662.00	172,662.00			172,662.00
***	Corridor/Common Areas Ventilation	1	ls	2,100,000.00	2,100,000.00			2,100,000.00
*	Fire Alarm System	1	ls	764,929.00	764,929.00			764,929.00
***	Generator Replacement	1	ls	450,000.00	450,000.00			450,000.00
	Subtotal							12,634,131.00
	10% Contingency							1,263,413.10
	Total							**13,897,544.10**
	Notes:							
*	Cost taken from T&W Cost Summary							
**	Cost taken from Cyclone Report							
***	Lump sum estimated by H.F. Lenz Co.							
	Items from Cyclone Report not Included:							
	FHS-05: Field Lighting Conversion - In Progress							
	FHS-06: Retro-Commissioning							

H.F. LENZ COMPANY

CONSTRUCTION COST ESTIMATE

ITEM: Preliminary Estimate of Probable Cost Based on Cyclone Energy Report Scope of Work - Plus Maintenance & Life Cycle

JOB NAME: Fox Chapel Area School District
Proposed High School Renovations
JOB #: 2025-2180.00
DATE: 1/13/2026
ESTIMATOR: GAM
SHEET 3 **OF** 3

ITEM	DESCRIPTION	QTY	UNIT	PER UNIT	TOTAL	PER UNIT	TOTAL	LINE TOTAL
	Cyclone Scope of Work							
*	Lighting & Lighting Control Replacemer	1	ls	3,938,031.00	3,938,031.00			3,938,031.00
**	FHS-01: RTU 1,2,19, & 20 Replace	1	ls	250,000.00	250,000.00			250,000.00
**	FHS-02: New HW Boiler Plant	1	ls	1,250,000.00	1,250,000.00			1,250,000.00
**	FHS-03: New Domestic Boiler Plant	1	ls	350,000.00	350,000.00			350,000.00
*	FHS-04: Control System Upgrades	1	ls	2,228,509.00	2,228,509.00			2,228,509.00
**	FHS-07: Chiller Replacement	1	ls	950,000.00	950,000.00			950,000.00
	Additional Scope Necessary							
***	Selective Ceiling Upgrades	1	ls	100,000.00	100,000.00			100,000.00
***	Miscellaneaous Steel	1	ls	30,000.00	30,000.00			30,000.00
***	Required Code Upgrades	1	ls	50,000.00	50,000.00			50,000.00
	Code/Life Safety Items							
*	Elevator Replacement	1	ls	172,662.00	172,662.00			172,662.00
***	Corridor/Common Areas Ventilation	1	ls	2,100,000.00	2,100,000.00			2,100,000.00
*	Fire Alarm System	1	ls	764,929.00	764,929.00			764,929.00
***	Generator Replacement	1	ls	350,000.00	350,000.00			350,000.00
	Maintenance/Life Cycle/Other							
***	HVAC Equipment Replacement	1	ls	3,100,000.00	3,100,000.00			3,100,000.00
***	HVAC Piping Replacement (inc. clg)	1	ls	4,200,000.00	4,200,000.00			4,200,000.00
***	HVAC Classroom Reconfig (inc. clg)	1	ls	2,600,000.00	2,600,000.00			2,600,000.00
***	Geothermal for Office/Admin. Area	1	ls	650,000.00	650,000.00			650,000.00
***	Plumbing DW Piping Replacement	1	ls	500,000.00	500,000.00			500,000.00
***	Plumbing San/Storm Piping Replacem	1	ls	1,500,000.00	1,500,000.00			1,500,000.00
***	Plumbing Fixture Replacement	1	ls	1,300,000.00	1,300,000.00			1,300,000.00
***	Electrical Main/Branch Power Upgrade	1	ls	2,600,000.00	2,600,000.00			2,600,000.00
	Subtotal							28,984,131.00
	10% Contingency							2,898,413.10
	Total							**31,882,544.10**
	Notes:							
*	Cost taken from T&W Cost Summary							
**	Cost taken from Cyclone Report							
***	Lump sum estimated by H.F. Lenz Co.							
	Items from Cyclone Report not Included:							
	FHS-05: Field Lighting Conversion - In Progress							
	FHS-06: Retro-Commissioning							