

FOX CHAPEL AREA SCHOOL AUTHORITY
Business Meeting Agenda – Staff Development Room
March 23, 2026 - 8:00 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 Lighting & Tennis Court Replacement Projects
- V. ACTION ITEMS
 - A. Approval of Minutes:
 - Approval of the February 23, 2026 Business Meeting Minutes
 - B. Approval of March 23, 2026 Disbursements totaling: \$14,138.00
 - Fund 10: \$6,080.50
 - Fund 31: \$8,057.50
 - C. Recommendation to Approve Deduct Change Order HC-007 = (\$3,899.22)
 - D. Solicitor's Report
- VI. OTHER BUSINESS
- VII. NEXT MEETING:
 - Monday, April 27, 2026 – 8:00 AM Staff Development Room
- VIII. EXECUTIVE SESSION
- VIII. ADJOURNMENT

Fox Chapel Area School Authority
Business Meeting Minutes
February 23, 2026

A meeting of the Fox Chapel Area School Authority was held in the Administrative Staff Development Room, on Tuesday, February 23, 2026. The meeting was called to order at 8:01 a.m.

Roll Call

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

Others present at the meeting were: Mary Catherine Reljac, David McCommons, Daniel Breitreutz, Ryan Manzer, Paul Giuffre, Ron Frank, Adam Goode, Jon Thomas, Dan Macek, 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 that Right Electric is currently working with Dobil on a possible broken cable or short circuit that is causing an occasional loss of connection with the intercom system. The air leak issue with RTU-8 is going to be addressed over the district's spring break by WCI and PA Roofing. All closeout documentation has been given to Thomas & Williamson from Right Electric. The HVAC Contractor is nearly complete with their punch list and is working on the completion of outstanding PCO's.
- B. Fairview Elementary Window Project
Mr. Macek reported that the remaining eighty-three window have been received by the contractor and are being warehoused. Installation is expected to begin on March 16, 2026, with a completion date in early May 2026.
- C. High School Stadium Site Lighting plan and Tennis Court Replacement Project
Mr. Giuffre stated that it has been requested that GeoSport submit a schedule of value or a more detailed documentation for the proposed change order.

Action Items

A. Approval of Minutes

On a motion made by Mr. Ranii and seconded by Mr. Fenton, both the reorganization meeting minutes and the business meeting minutes from January 20, 2026 were unanimously approved. All were in favor.

B. Approval of the January 20, 2026 Disbursements

On a motion made by Mr. Saunders and seconded by Mr. Fenton, the disbursements from Fund 10 and Fund 31 totaling \$112,086.46 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, it was unanimously resolved to adjourn the meeting at 8:40 a.m. All were in favor.

Respectfully submitted,

Bob Saunders

Assistant Treasurer/Assistant Secretary

Fund 10 Disbursements for the period of 2/24/2026 - 3/23/2026

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	\$721.87
CANZIAN/JOHNSTON & ASSOCIATES LLC	1046000001905000	CONSTRUC-FV	330	PROFESSIONAL SERVICES	\$240.63
MCKINLEY ARCHITECTURE & ENGINEERING	1046000003912550	CONSTR-HS-ATHLETICS	330	PROFESSIONAL SERVICES	\$3,225.00
PAUL J GIUFFRE ESQ. LLC	1023500000000000	LEGAL SRV	330	PROFESSIONAL SERVICES	\$1,508.00
INDIANA TOWNSHIP	1023500001905000	LEGAL SRV	810	DUES & FEES	\$96.25
INDIANA TOWNSHIP	1023503501905000	LEGAL SRV	810	DUES & FEES	\$288.75
Total Disbursements					\$6,080.50

Fund 31 Disbursements for the period of 2/24/2026 - 3/23/2026

Vendor Name	Budget Unit	Budget Unit Title	Account Code	Account Title	Transaction Amount
THOMAS & WILLIAMSON LLC	3146000001908000	CP-CONSTRUC-EL-HW	330	PROFESSIONAL SERVICES	\$8,057.50
Total Disbursements					\$8,057.50



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.

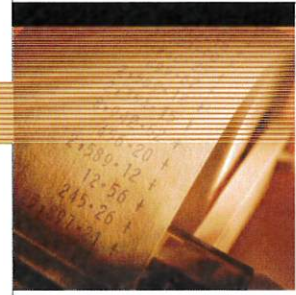
The complete change order document is attached to the Official Minutes.

Wayne Crouse, Inc.

Number	Description	Amount
HC-007	Credit associated with reductions to the contract scope implemented during construction, including the following items: 1) Reduction in the scope of ductwork pressure testing during construction 2) Removal of work associated with four (4) electric unit heaters originally scheduled for removal in the gang restrooms. 3) Credit for providing flexible duct connections in lieu of hard duct elbows at supply diffuser. 4) Credit for removal of the HVAC contractor's scope to patch existing walls following ductwork demolition. This work was performed by the General Contractor under their contract scope.	(\$3,899.22)

BUDGET REPORT

HVAC Upgrades at Hartwood Elementary School
Fox Chapel Area School District



Project Budget Summary

Hard Costs	Original Contract Value	Change Orders Pending		Approved Chg Orders	Current Contract Value
		Ratification	Approval		
Prime Contractors					
General Construction	\$647,250.00	\$0.00	\$0.00	\$113,800.32	\$761,050.32
Plumbing Construction	\$75,200.00	\$0.00	\$0.00	\$21,913.72	\$97,113.72
HVAC Construction	\$4,520,000.00	(\$3,899.22)	\$0.00	\$242,696.66	\$4,758,797.44
Electrical Construction	\$1,875,300.00	\$0.00	\$0.00	\$34,259.34	\$1,909,559.34
Summary of Hard Cost	\$7,117,750.00	(\$3,899.22)	\$0.00	\$412,670.04	\$7,526,520.82
Basic Contingency	\$355,888.00	\$3,899.22	\$0.00	(\$412,670.04)	(\$52,882.82)
Summary of Hard Cost Plus Basic Contingency	\$7,473,638.00				

Summary of Prime Contractors' Applications for Payment

Application No: 03/01/26
 Application Date: 03/31/26
 Period From: 03/01/26
 Period To: 03/31/26
 Project No: 23003

Prime Contractors	A Original Contract Sum	B Net Changes in the Work	C Contract Sum to Date	D Previous Work Completed	E Work Completed This Period	F Stored Materials (Not in Dor I)	G Total Completed and Stored to Date	H Retainage Amount	I Previous Payments	J Current Payment (G-H)	K Balance to Finish (C - G)
Allegheny Construction Group Inc.	647,250.00	113,800.32	761,050.32	761,050.32	-	-	761,050.32	-	761,050.32	-	-
Vrabel Plumbing Company, LLC	75,200.00	21,913.72	97,113.72	97,113.72	-	-	97,113.72	-	97,113.72	-	-
Wayne Crouse, Inc.	4,520,000.00	242,696.66	4,762,696.66	4,762,696.66	-	-	4,762,696.66	238,134.86	4,524,561.80	-	238,134.86
Right Electric, Inc.	1,875,300.00	34,259.34	1,909,559.34	1,908,559.34	-	-	1,908,559.34	47,713.98	1,860,845.36	-	48,713.98
TOTALS	7,117,750.00	412,670.04	7,530,420.04	7,529,420.04	-	-	7,529,420.04	285,848.84	7,243,571.20	-	286,848.84



Soft Costs

	Budget	Budget Adj Amts	Less Expended	Remaining Budget
Design Fees				
Architect's Fees	\$312,000.00	\$11,194.48	\$317,110.48	\$6,084.00
Architect Reimbursable Expenses	\$0.00	\$0.00	\$0.00	\$0.00
Total Design Fees	\$312,000.00	\$11,194.48	\$317,110.48	\$6,084.00
Construction Related Cost				
Building Permits and Approval Fees	\$15,694.00	\$50.00	\$15,744.00	\$0.00
Advertising	\$2,500.00	(\$2,500.00)	\$0.00	\$0.00
Construction Manager Fee	\$189,630.00	\$0.00	\$186,174.76	\$3,455.24
Blueprinting	\$2,500.00	(\$1,736.10)	\$763.90	\$0.00
Moving and Rentals	\$25,000.00	(\$23,742.16)	\$1,257.84	\$0.00
Miscellaneous Non-Budgeted Cost	\$25,000.00	(\$6,550.00)	\$15,875.88	\$2,574.12
Total Construction Related Cost	\$260,324.00	(\$34,478.26)	\$219,816.38	\$6,029.36
Summary Soft Cost	\$572,324.00	(\$23,283.78)	\$536,926.86	\$12,113.36
Additional Soft Cost Contingency	\$26,285.00	\$23,283.78	\$0.00	\$49,568.78
Summary of Soft Cost + Contingency	\$598,609.00	\$0.00	\$536,926.86	\$61,682.14

Total Project Value (Hard + Soft Cost) : \$8,072,247.00