

CENTRAL BUCKS SCHOOL DISTRICT
Operations Committee Minutes
March 22, 2017

Committee Members Present

John Gamble, Chairperson
Glenn Schloeffel
Ken Rodemer, Asst. Dir. of
Operations

Other Board Members and Administrators Present

Beth Darcy
Bill Slawter
Dr. Scott Davidheiser

The meeting was called to order at 6:00 PM by John Gamble.

PUBLIC COMMENT

Sarah Kempke spoke about the problems associated with the classroom student desks at C.B. East High School. Approximately one-half of the classrooms have a single piece combination desk with chair and all of those units are configured for a right-handed person. This arrangement makes it very difficult for left-handed students to write. Mrs. Kempke indicated she has discussed this problem with Principal Lucabaugh and he has been supportive but that accommodations are not always available, especially when it comes to special situations such as SAT tests and similar activities. It was acknowledged that the easiest solution was to distribute the two-piece desk and chairs from other rooms into rooms with the one-piece units to provide seating options. Dr. Davidheiser indicated he would follow up on the issue.

CITIZENS ADVISORY COMMITTEE ATHLETIC FIELDS – INTERIM REPORT:

Glen Schloeffel presented copies of the CAC Interim Report and reviewed the report with those present. Mr. Schloeffel highlighted areas including the Goals of the CAC, the five participating groups and their contributions, the Adopt A Field (AAF) Program and the framework for identifying the groups in the program and the changes to the fees structure associated with the AAF. Glen Schloeffel and Beth Darcy commented about use fees, the need to adjust the structure, and billing. Bill Slawter commented on the billing process and the need to still have all groups complete facility use request forms to avoid double booking fields. John Gamble reiterated that District activities would still take precedence over outside group uses. It was acknowledged that moving forward, the Policy Committee will need to formalize a policy for the program and develop a memorandum of understanding in consort with Jeff Garton. Fee structure would similarly be developed and presented to the Operations Committee for adoption in the next couple of months as has been done in the past.

On a separate issue, John Gamble questioned if the tree was removed from the CB East baseball pitching practice area. Bill Slawter noted he would confirm that it was.

REVIEW OF MEETING MINUTES

The February 22, 2017 Operations Committee Meeting Minutes were reviewed. No revision or corrections were noted.

CAPITAL PROJECTS

Capital Projects Status Updates: Ken Rodemer gave a brief review of the 2016-2017 Capital Project Status report that was included in the packet. The report identified the projects

developed last September that were included in the budget and their current status in terms of design, bidding, contract awards, and budgets. The report also noted deferred projects and ongoing studies. Beth Darcy commented on the format and that it was helpful in tracking the projects. Ken Rodemer noted that the funding side and tracking of budgets still needs some coordination between Operations and the Business Office to clarify funding amounts and sources.

John Gamble questioned why the Jamison/Cold Spring Wall Repairs project was deferred and noted some of the past history in both the Library and front windows. Ken Rodemer and Bill Slawter explained work that has been done to date as well as the difficulty in identifying corrective measures without significant removal of portions of the existing masonry in the areas of the problems. This type of work is not easily quantified and correspondingly problematic to public bid. John Gamble requested the project be taken off the deferred list and steps taken, one way or another, to correct. Beth Darcy asked if the same design is in other buildings. Ms. Kempke questioned if the products used in the walls could be identified to check if similar failures have occurred. Ken Rodemer explained that generally all 'cavity' walls consisting of two widths of masonry have thru wall flashing to allow water that enters the cavity to weep out to the exterior. The problems occur when that cavity wall flashing is not installed properly. The Operations Department will add this to the current priority projects.

Lenape Traffic Study: Ken Rodemer gave a brief review of the Memorandum related to the Lenape Traffic Study that was included in the packet. The major item was the need for more stacking space for cars. It was noted the final recommendation will probably recommend picking up and dropping off students in the rear of the building near the cafeteria to maximize the stacking space as well as locking the main entrance doors and 'buzzing' visitors into the building. John Gamble questioned if we discussed with the hospital the possibility of connecting to Memorial Drive and whether we considered a fence along the hospital side. Beth Darcy commented about students being dropped off in the doctor's offices parking lots. Dr. Davidheiser commented about the negative issues with cars entering from West Street and then dropping off students on the wrong (passenger's) side of the car. Beth Darcy commented about the difficulty of getting parents to follow the designated procedures.

Educational Services Center HVAC System Replacement: Ken Rodemer reviewed the project to replace the HVAC systems in the Ed Center, noting the age and limitations of the present equipment, the limited ability to adjust temperatures in various areas, and the modifications over the years to wall locations and room functions. John Gamble questioned about room temperature issues. Ken Rodemer explained the desire to combine the funds allocated for this year with the funds programmed for the next two years. The project would be bid in late summer and construction done over the fall and winter as one project but various phases. Glenn Schloeffel questioned about the number of zones the building would be divided into. John Gamble questioned about the possible re-use of the present air handling units scheduled to be replaced. Glenn Schloeffel questioned maintenance issues with the rooftop units which was addressed by Bill Slawter. Beth Darcy questioned about the new units being more energy efficient which they will be. John Gamble questioned how long the work would take and whether a plan for moving the people around would be part of the plan. Ken Rodemer noted construction would take at least six months with the need to 'leap frog' the work from space to space following a pre-determined schedule to maintain the ability for staff to continue working in the building. Beth Darcy questioned if the Committee would still see the bids when they come in and award the contracts prior to the work proceeding and Ken Rodemer noted that would be the case.

Tohickon Middle School Tennis Courts: Ken Rodemer briefly reviewed the condition of the Tohickon tennis courts and that this very likely will be a project proposed for next year. Glenn Schloeffel questioned the age of the courts and if they were previously re-surfaced. Bill Slawter noted they were installed around 1999 with some cracks repair work done about six years ago by an outside contractor. John Gamble questioned the method of repair and it was noted work would involve milling off the top couple of inches of paving and installing new paving and tennis court surfacing material similar to what was done at CB East last summer. Glenn Schloeffel questioned the cost to make the repairs and Ken Rodemer noted the CB East tennis court project cost approximately \$240,000.

Buckingham Elementary Cafeteria Tables: Ken Rodemer explained the current situation of in-wall tables in the Cafeteria and the related safety concerns. Glenn Schloeffel questioned the age of the tables and it was noted there have always been in wall tables and these may be approximately 25 years old. John Gamble noted that they were a problem waiting to happen. Ken Rodemer explained he would recommend buying new tables immediately. When the new tables are delivered the existing in wall tables would be removed to eliminate the potential problem. Subsequently this Summer or Fall the recess pockets in the walls could be closed in with masonry. Correspondingly, cabinets would be purchased and installed on one end of the room to provide storage for the Before School/After School program. This would free up room in an adjacent storage room for the storage of a portion of the tables. It was noted that the Food Service fund would be used for the purchase of the tables. Glenn Schloeffel questioned the budget for the project and if the masonry work to close up the old table pockets was needed. Ken Rodemer noted that after the tables are removed the remaining metal pocket would probably not be an acceptable wall surface and wouldn't permit the new tables to be placed flush up against the wall. Beth Darcy noted the Board would still see and need to approve the purchase of the tables once bids are received. It was asked if this was the only school with these tables and Ken Rodemer noted that Gayman also had similar tables. The similarities and differences were noted between Gayman and Buckingham and Bill Slawter explained how the issue was brought to the forefront at Buckingham, the inspections by our staff and our insurance underwriter that have occurred, and the plan to remove all of them over the next few years. Mr. Gamble noted this should occur sooner rather than later.

COMMITTEE/BOARD ACTION ITEMS

Central Bucks High School East Domestic Water Storage Bids: Bids were opened on March 9 and the low base bid for General Construction was \$212,000 from Uhrig Construction and the low base bid on the Plumbing Construction was from Worth & Company in the amount of \$177,500. The current year's capital bucket allocated \$235,000 and the capital bucket funds allocated for the project in the 2017-2018 Capital Fund was \$340,000. The total project cost of \$389,000 is less than the combined funds allocated for the work. John Gamble questioned if we have used Uhrig Construction in the past and Ken Rodemer noted that they did last year's renovations at Holicong Middle School. John Gamble questioned when the work would be done and it was noted this would start immediately after school is out this summer. He further questioned if staff would be relocated and Ken Rodemer noted that plans were in place to provide water by alternative means during the three to four weeks the system was down. Committee agreed to have a recommendation for award of the contracts placed on the agenda for the March 28 Board meeting.

Holicong Middle School Phase V Bids: Bids were opened on March 16 for the Phase V project. Work is predominantly associated with the Library, Commons Large Group instruction room, and corridor locker replacements. Ken Rodemer reviewed the Architects letter of recommendation and the Alternate Bids #2, #4, and #6, which were recommended for award. John Gamble questioned why there was asbestos abatement in the project and Ken Rodemer explained that the precast concrete structure of the original building has a stippled hard plaster coating on the coffers and that material contains non-friable asbestos. The plaster will be removed by the abatement contractor in any location where contractors need to drill or attach items to the structure. John Gamble also asked if we looked at the Band Room rooftop HVAC unit concerning ability to maintain temperatures and Ken Rodemer noted that was primarily a control issue being addressed. John Gamble questioned if the project included multi-media improvements in the Commons Area and it was noted that the project did include that work in the Base Bid. John Gamble questioned if the Alternate Bid to replace existing ceiling mounted unit ventilators in the 1997 Addition would address problems with varying temperatures upstairs and downstairs. Ken Rodemer noted that this would allow much better control of temperatures in the renovated spaces with a VAV system and individual thermostats. John Gamble questioned if the proposed contract awards would allow construction to be completed for the start of school, which was confirmed. Beth Darcy questioned if this was the final phase of construction. Ken Rodemer noted that the inclusion of Alternate #2 would certainly reduce the scope of any future improvements required and at present, there was not a planned next phase. John Gamble asked when the Learning Cottages (modular classrooms) could be removed. It was noted that the original premises for the project was that we would not include any new additions as that would trigger land development requirements. The past couple of year's renovations have created classroom space and this renovation similarly will add an additional instructional space. Committee agreed to place these items on the agenda for the March 28 Board meeting.

War Memorial Stadium Scoreboard Replacement: Ken Rodemer noted the receipt of a proposal based on the PA Costars contract to replace the scoreboard. It was noted that the scoreboard is slightly larger than the one at CB East to correspond with the existing structural supports being reused. Bill Slawter explained the additional graphics banner to accommodate Doylestown Borough's memorial signage. Beth Darcy noted it was desperately needed. Committee agreed to place this item on the agenda for the March 28 Board meeting.

INFORMATION ITEMS

Construction & Operations Updates: Ken Rodemer noted the packet included the Operations Committee Project Updates. John Gamble asked about the status of improvements to the CB East baseball field. Beth Darcy noted receiving positive comments about both the CB East and CB West baseball fields. Bill Slawter reviewed work done to date and scheduled additional work to be done at the end of the season.

MISCELLANEOUS

War Memorial Stadium: Ken Rodemer reviewed the issue with providing a second long jump runway and pit at War Memorial Field. He further noted a correction to an earlier reference that the other two high schools did not have two jump facilities. CB East does in fact have two. It was further noted that War Memorial Stadium track facilities are shared between Lenape and CB West and this often leads to problems when both teams practice and when one team has a meet and the other wants to practice. An alternate design to provide a second jump has been developed and the change order cost is anticipated to be significantly less than

the original proposed cost. John Gamble questioned if this would impact the schedule to complete the work & Ken Rodemer noted that there would not be a change to the schedule. Once a cost proposal is received, it will be brought back to the Committee.

Security/Police Access to Schools: Ken Rodemer noted that Buckingham Township has raised the question about being provided swipe card access to the schools in Buckingham Township in order to effectively respond to an incident or 'lock down' situation at the schools. John Gamble questioned the need to provide one to each officer as opposed to possibly one for each shift. Bill Slawter noted the possibility of using the Fire Department's key in the Knox Box but the Fire Department would be reluctant to that. Operations staff will further investigate options on procedures and tracking of swipe card access.

Tohickon Middle School – Adjacent Parcel Zoning: Ken Rodemer noted Plumstead Township would be conducting a Zoning Hearing Board meeting to consider a conditional use application for the property to the south of our school entrance drive. Lighthouse Baptist Church of Bucks County is seeking the zoning relief. Beth Darcy questioned if this affected our property or entrance. It was noted it does not appear to affect our property and that potentially there could be the opportunity for shared use of parking in the future, as has been the case with some of our other schools.

Miscellaneous:

Beth Darcy asked if there was a timeline for rebidding the War Memorial Stadium Building Renovations. Ken Rodemer noted that a meeting was held earlier this date with the Architect and one of the contractors that bid the project to identify where costs exceeded expectations and consideration of alternatives. The plan is to redesign and bid the project again in July with contracts awarded in August and the intent that portions of the work would be phased thru the Fall, 2017. Work would be coordinated with the schedule for events at the Stadium. Beth Darcy asked if we were keeping the Borough informed of our plans. Ken Rodemer indicated that we are and that the permit for CBW Auditorium was picked up on this date and the need for a permit for the Stadium field improvements was waived. The Borough will not review plans for the Stadium building improvements without receipt of the permit fee first and thus we will wait to submit when the plan revisions have been made.

Beth Darcy noted the present wall mounted plaques and signage currently at War Memorial Stadium and asked about plans to keep and dress up the area. Ken Rodemer noted the plans did include improving the area around the plaques but the sign is not scheduled to be reused. Bill Slawter noted the long metal sign on the other building was moved to its current location about ten years ago and was probably 20 years old at that point.

FUTURE MEETING SCHEDULE

The next meeting of the Operations Committee will be *Tuesday, April 18, 2017* at 6:00 PM.

ADJOURNMENT

The meeting was adjourned at 7:25 P.M.

Minutes prepared by Ken Rodemer, Assistant Director of Operations and Administrative Liaison