

## CENTRAL BUCKS SCHOOL DISTRICT

Operations Committee Meeting  
May 23, 2018

### Committee Members Present

Mrs. Tracy Suits, Chairperson  
Mrs. Sharon Collopy, Member  
Dr. Nicole Young, Member

Mr. Robert Kleimenhagen, Jr., CFM, SFP  
Director of Facilities & Energy Management Operations

### Committee Members Absent

Mr. John Gamble, Member

### Others in Attendance

Mrs. Beth Darcy, Board Member  
Mrs. Jodi Schwartz, Board Member  
Mr. Dennis Weldon, Board Member  
Dr. John Kopicki, Superintendent  
Dr. Scott Davidheiser, Asst. Superintendent  
Mr. Dave Matyas, Business Administrator

Mr. Wayne Birster, District Facilities Manager  
Mr. Dorien Couch, Capital Projects Manager  
Mrs. Suzanne Moffat, District Operations Coordinator  
Ms. Cindy Bofinger, District Shift Supervisor  
Mr. John Nemetz, District Shift Supervisor

The meeting was called to order at 6:00 p.m. by Mrs. Suits.

### PUBLIC COMMENT

There was no public comment.

### REVIEW OF MEETING NOTES

The April 25, 2018 Operations Committee Meeting Minutes were reviewed and approved.

### FEMO Custodial Services Review – Hillyard: Cleaning Cost Analysis Program

Mr. Chuck Lutes from Hillyard presented details of a Cleaning Cost Analysis Program completed for the district in exchange for the purchase of custodial supplies from Hillyard. Information included comprehensive best practice evaluations based on data collected at all district facilities. Hillyard provided new replacement pieces of equipment for optimized cleaning, implemented a cost analysis procedure to evaluate equipment repair/replacement, and installed new chemical dispensers in the elementary schools with higher quality and more effective chemicals at a lower cost per gallon price. Mr. Lutes detailed an opportunity for the district to reduce overall care costs for hard flooring by ten percent. On-site training and best practice implementation was discussed. Mr. Lutes has met with FEMO Administrators, District Shift Supervisors, Facility Specialists and Custodial staff to build consensus and advance the district's 2018 vision goals.

### ITEMS FOR COMMITTEE/BOARD ACTION

**Educational Services Center (ESC) – Commissioning and Balancing Bid Results:** The FEMO Department is recommending award to the low bidder for Commissioning & HVAC Balancing at the ESC. FEMO solicited three quotes, the low bidder was H.T. Lyons at \$28,000. The Committee agrees to move the award to full board for approval.

**CB South Flashing Lights – Bid Results:** The FEMO Department is recommending rejection of all bids for the installation of a pedestrian sign/flashing lights and crosswalk improvements at CB South High School because of required design modifications due to PennDOT permitting guidelines. The project will be redesigned and resubmitted for Committee/Board approval.

**Unami Middle School Modular Classroom Removal/Auxiliary Gym & Library Renovations-Furniture & Fixtures Quote:** The FEMO Department is requesting approval to proceed with the purchase from Reed Associates, Inc. for furniture and fixtures required for the Unami Middle School Modular Classroom

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Removal/Auxiliary Gym & Library Renovations in the amount of \$96, 116 via PA State Contracts. A PowerPoint was presented which included classroom plans and photos of furniture to be purchased. Total cost is \$96,116. The Committee agrees that the FEMO Department should proceed with the purchase.

**School Dude Work Order Management System – Renewal:** The FEMO Department is requesting approval for a one-year renewal in the amount of \$10,629.84 with Dude Solutions, Inc. who provides the District's work order management system (SchoolDude). The Committee agrees to move the renewal to full board for approval.

**Grounds Equipment Purchases:** The FEMO Department is requesting approval for the purchase of several pieces of equipment to further support the Grounds Team. Mr. Birster reviewed details of two trailers, a commercial lawnmower and a wood chipper. The total cost for all four pieces of equipment is \$77,558. The Committee agrees to move the purchase request forward to the full board for approval.

**Ash Mill Property Inspection Report & Recommendations:** The FEMO Department conducted a - property inspection of the district owned single-family home on Ash Mill Road in Buckingham Township. Based on the inspection report there are numerous improvements required to the structure at a cost exceeding \$200,000. FEMO is recommending that the tenants be notified that at the end of the current lease agreement an extension will not be offered. District Solicitor Garton will review the termination of the lease agreement. The Committee agrees to move the recommendation to end the current lease agreement to the full board for approval. Discussion will be held at a later date regarding disposition of the property after the tenant vacates.

**Holicong Middle School Retro-Commissioning Proposal:** The FEMO Department is recommending approval of a proposal from Reynolds Consulting Engineers, Inc. in the amount of \$51,980 to perform a retro-commissioning project on the current electrical system at Holicong Middle School. Inspection and testing for proper grounding at the electrical panel, review of all electrical work currently installed to identify code deficiencies, and inspection of generator and associated lighting deficiencies will be conducted. Discussion was held regarding design, construction, management and inspection issues. Dr. Kopicki expressed concern regarding the safety of the building. There will be a safety review conducted immediately on Thursday morning. The Committee agrees to move the proposal to the full board for approval.

### **CAPITAL PROJECTS UPDATES**

Mr. Dorien Couch presented details on Construction Projects in the district.

**CB High School West – Phase II War Memorial Stadium Improvements:** The track and football field area have been reopened for public use. Milling and paving of the macadam area around the track is nearly complete. Completed projects include the new stair to the press box roof, railings and guard rail at the top of the press box, fencing around the track, and the floor slab in the new link area between the Field House and Storage building. Sidewalks adjacent to the student parking lot are 90% complete. Finishes are being installed in the new Concessions stand and ticket booths. Painting is being completed in the new bathrooms and team rooms at the field house. Mechanical systems and lighting fixtures are being installed in the field house. The project is scheduled to be completed by May 25<sup>th</sup>.

**Coach Pettine Brick Paver Memorial:** The FEMO Department is working to incorporate the final design for a brick paver memorial outside the fieldhouse at War Memorial Field. All work has been completed.

**Educational Services Center (ESC) HVAC Improvements:** Ceiling and lighting installation in many rooms of the lower floor are complete. Installation of the new mechanical system on the upper level is proceeding and is about 85% complete. Work in the Board Room and Executive Conference room is being completed on schedule. Work on the balance of the upper floor is continuing. Work in the print

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shop has been completed and the new rooftop unit serving that area has been installed. Installation of several other new rooftop units has been completed. The project continues ahead of schedule.

**CB High School West Athletic Field Complex Renovations:** Bids for the project were awarded at the April 10 Board meeting. Contractors are now working contracts, bonds and insurance. Building and Zoning permits are in progress. Preconstruction meetings have been held. Construction began on May 14 and is anticipated to be completed by December 1.

**Unami Middle School Modular Classroom Removal/Auxiliary Gym & Library Renovations:** Bids for the project were awarded at the May 8 Board meeting. Building permits are in progress and preconstruction meetings are being scheduled. HVAC equipment pre-purchase is complete. Construction is set to begin on June 18<sup>th</sup> and is anticipated to be completed October 1.

**Buckingham Elementary MPR/HVAC Duct Installation Renovations:** Bids for the project were awarded at the May 8 Board meeting. Preconstruction meetings are being scheduled.

**Tohickon Middle School Tennis Court Renovation:** Bids for the project were awarded at the May 8 Board meeting. Preconstruction meetings are being scheduled.

**Lenape Middle School Paving:** Bids for the project were awarded at the May 8 Board meeting. Preconstruction meetings are being scheduled. Doylestown Borough questioned if the lane between Lenape Middle School and North West Street was included in the repaving project. The area was not included in the scope of work. The Borough informed Mr. Kleimenhagen that as part of the 1994 land development agreement the District is responsible for all maintenance of the lane. The FEMO Department is requesting a proposal from the Contractor to include the lane in the project as a change order.

**Gayman, Barclay & Doyle Elementary Cafeteria Table Replacements:** Bids for the project were awarded at the May 8 Board meeting. Tables have been ordered and FEMO obtained quotes from contractors to do the necessary masonry restoration. Preconstruction meetings are being scheduled.

Mr. Dorian Couch presented details on Design Projects in the district.

**CB High School East Patriot Stadium Lighting:** FEMO will be identifying a design consultant to work on the project this summer.

**Holicong Middle School Retro-Commissioning Electrical Project:** FEMO is working with Reynolds Consulting Engineers and obtained a proposal for a retro-commissioning project to investigate electrical issues related to previous renovation projects.

**CB West High School HVAC Renovations – A Wing:** FEMO has a meeting scheduled with McClure Company on May 31 to review the scope of the project.

**Operations Center – New Salt Storage Building:** FEMO will be obtaining proposals from consultants to begin design.

### INFORMATION

**School Security Improvements:** An example of the new kiosk for the Visitor Management System was provided for the Committee to view.

### FUTURE MEETING SCHEDULE

The next scheduled meeting is Wednesday, June 27, 2018.

**ADJOURNMENT** The meeting was adjourned at 7:22 p.m.