

CENTRAL BUCKS SCHOOL DISTRICT

Operations Committee Meeting
September 26, 2018

Committee Members Present

Mrs. Tracy Suits, Chairperson
Mrs. Sharon Collopy, Member
Mr. John Gamble, Member

Dr. Nicole Young, Member
Mr. Robert Kleimenhagen, Jr., CFM, SFP
Director of Facilities & Energy Management Operations

Others in Attendance

Mrs. Beth Darcy, Board Member
Mrs. Jodi Schwartz, Board Member
Mrs. Karen Smith, Board Member

Dr. John Kopicki, Superintendent
Dr. Abram Lucabaugh, Asst. Superintendent
Ms. Andrea DiDio-Hauber, Director of Human Resources
Mr. Dave Matyas, Business Administrator

The meeting was called to order at 6:02 p.m. by Mrs. Suits

PUBLIC COMMENT

There was no public comment.

REVIEW OF MEETING NOTES

The August 22, 2018 Operations Committee Meeting Minutes were reviewed.

ITEMS FOR COMMITTEE/BOARD ACTION

Review of 2018/2019 & 2019/2020 Capital Projects: Mr. Kleimenhagen presented a review of Capital Projects for fiscal years 2018/2019 and 2019/2020. Mr. Kleimenhagen noted that some items had already received Committee/Board approval. Projects are linked to the Feasibility study. Mr. Gamble inquired about repair work that needed to be done at East and near the Holicong softball field. Mr. Kleimenhagen noted those would be in-house repairs, and he will have them addressed right away. Details were given regarding proposed 2018/2019 projects including District Paving projects; CB East HVAC Renovations in the D Wing addressing the Chiller Tower & Library Renovations; CB West HVAC Renovations in the A Wing & Library Renovations; CB East Patriots Stadium Light Installation; the new Salt Storage building; and resurfacing the CB South and Unami tracks. Mr. Gamble asked if the CB South track needed resurfacing at this time, Mr. Kleimenhagen noted that the resurfacing was part of the 5-year Athletic/Field Improvement Plan. He will get a recommendation about the need for resurfacing from the designer and present that to the Committee in October. Mr. Gamble remarked that if resurfacing at CB South could wait another couple of years, it would be better to save the money for other projects with more immediate need. The total budget for 2018/2019 projects total \$9,739,437 – total expended to date is \$7,804,437. Budget details were reviewed and clarified.

Projects for 2019/2020 were reviewed, including District Paving completion, CB East and CB West HVAC project completion; CB East Patriots Stadium lighting completion; CB South Practice Turf fields; FEMO Equipment/Vehicle replacements; CB South Auditorium upgrades; CB West Courtyard Entry; Card Access Control System upgrades and Holicong electrical projects. The total projected budget for 2019/2020 is \$9,640,000. Budget details were reviewed and clarified.

The Committee agrees proposals included in the review may be brought to the full board for approval.

Mrs. Smith asked where the installation of air conditioning falls in the projection. Dr. Kopicki noted that the installation of air conditioning was addressed in the feasibility study. Discussion/decisions to proceed should be tied in with a demographic study and District enrollment figures, which will be

Operations Committee Meeting
September 26, 2018

released on October 1. Dr. Kopicki remarked that the factors involved in the planning, budgeting and implementation of an air conditioning plan are complex. Mrs. Suits and Dr. Young proposed the District begin air conditioning installation in buildings - such as Butler Elementary - that would remain in need regardless of those factors. Dr. Kopicki agreed and noted that it was possible some installation could begin as early as next summer. Mrs. Suits suggests that enrollment data be reviewed, and then discussion be held at a subsequent Finance meeting regarding an implementation plan. Mr. Kleimenhagen noted that if a project were to be proposed for next summer, design work would need to begin very soon.

EnergyCAP Software Proposal: The FEMO Department is recommending award of a contract with EnergyCAP for a three-year term as the District's utility bill management system. As part of the contract with the Penn State Facilities Engineering Institute, they will assist the District for procuring, implementing and managing the utility bill management system, which will automatically capture, digitize and import utility data. The web-based system will provide energy analytic reporting capabilities to the District and allow for the development of a robust energy management plan. The contract is broken into three-year costs, the first year including an implementation fee. Mr. Kleimenhagen noted that this contract will enable the District to create budgets for electricity and natural gas, resolve billing errors identified through EnergyCAP's detailed bill audits, and perform utility bill audits, benchmarking and identifying cost-saving opportunities. Dr. Kopicki asked why the contract was a three-year contract, and could the contract be a year-to-year. Mr. Kleimenhagen noted it tied in with the Penn State contract term, and while it may be possible the district could drop the contract after a year there would not have been sufficient time for all the data to be collected and utilized. The contract with EnergyCAP would be most useful to the District if taken in its three-year increment. Dr. Kopicki commented that he wanted to be sure the District wasn't tied to a three-year contract if the savings after a year did not seem to warrant the cost. Mrs. Schwartz asked for information on the District's ability to opt out of the contract yearly, Mr. Kleimenhagen will confirm and report to the Committee before the next board meeting. Mrs. Suits asked that Mr. Kleimenhagen also confirm with Synergistic that, if the District decided to renew the utilization of EnergyCAP through our contract with them, an implementation fee would not be charged. The Committee agreed the contract could be moved to the full board for approval.

CAPITAL PROJECT UPDATES**Construction:**

CB West – Phase 2 War Memorial Stadium Improvements: The re-dedication ceremony for War Memorial Field was held on August 24th. A cost of \$5,435 for sealcoating the entire paved area around the track was obtained from Sure Seal. Track repairs will take place by mid-October. There is a meeting scheduled with the engineer for drainage options on October 1. New fencing will be added from the old ticket booth to the parking lot along McFarlane Lane. The Pettine statue should be installed within the next couple of weeks.

CB West Athletic Field Complex Renovations: Construction began on May 14th, anticipated completion date is December 1. Work underway or completed was reviewed.

Unami Middle School – Modular Classroom Removal/Auxiliary Gym & Library Renovations: The library and auxiliary gym/STEM room areas of the project were completed August 24th. Furniture installation and final cleanup is complete. The modular classrooms have been removed, the area paved, and final punch list items are being addressed.

CB South – Flashing Lights: The project was awarded at the August 28th Board meeting. A pre-construction meeting was held September 12. Construction should begin in early October and be completed by December 1.

Design:

Operations Center- New Salt Storage Building: FEMO has contracted with GKO Architects for design and construction administration services. This project was approved by the Committee for design and construction this fiscal year. The Consultant agreement is under development.

Study:

CB West – Chiller Operational Study: FEMO contracted with Snyder Hoffman Engineering for an operational study of the chiller at CB West High School. Mr. Kleimenhagen reviewed the study findings and recommendation that the ice maker and existing chiller should be removed, and a new larger chiller be installed. The recommendation will address all concerns associated with the chiller's operational issues. Proposed completion date would be from March 1, 2019 to May 15, 2019. The Committee agrees the proposal should be moved to the full board for approval.

INFORMATION

Risk & Vulnerability Assessments: The FEMO Department continues to review the assessments provided in late August. Dr. Garvin and Dr. Lucabaugh are also completing a review.

Card Access System Enhancements: Mr. Nickerson (FEMO) continues to work on moving the change in system forward, in anticipation of a spring/summer completion. A software update will be required, costing approximately \$10,400. The proposal will be brought to the full board for approval.

Vehicle Replacements: Replacements were earmarked in the budget for this fiscal year. Recommendations will be brought to the October Finance Committee for review.

Bridge Valley Elementary – Outdoor Learning Pavilion: The Bridge Valley Home & School Association will hold fund raisers to pay for an outdoor learning pavilion. The estimated cost is close to \$100,000. The H&S Association is asking that the FEMO Department cover the design cost for the project. There are funds allocated for professional services, Mr. Kleimenhagen would like to move forward and begin the design phase with a consultant. The project would be a summer 2019 project, bids would be sought, and construction costs would be covered by the Bridge Valley H&S Association. Design costs should be under \$10,000.

Butler Elementary – Fuel Oil Tank Removal: Mr. Kleimenhagen provided details on the fuel oil tank removal necessary at Butler Elementary. Issues had been identified by the FEMO Department - the tank was tested, and it was determined that the tank was not viable. No environmental breach occurred. The tank has been filled with water for safety reasons, but the tank is not necessary and should be removed. Bids for removal came in too high, the project needs to be re-bid. Bid results should be presented at the Finance Committee in November. Work would be completed over the Christmas break.

Tamanend Fence Addition: A quote has been received and a permit request had to be re-submitted to Warrington Township. The permit will be a formality, fencing will be completed before baseball season.

FUTURE MEETING SCHEDULE

The next scheduled meeting is October 24, 2018

ADJOURNMENT The meeting was adjourned at 7:18 p.m.