

## CENTRAL BUCKS SCHOOL DISTRICT

### Operations Committee Meeting Minutes September 27, 2017

#### **Committee Members Present**

Mr. John Gamble, Chairperson  
Mr. Dennis Weldon, Member

Mr. Robert Kleimenhagen, Jr., CFM, SFP, Director of Operations  
Mr. Ken Rodemer, Asst. Director of Operations

#### **Committee Members Not Present**

Mr. Glenn Schloeffel

#### **Others in Attendance**

Mrs. Sharon Collopy, Board Member  
Mr. John Kopicki, Superintendent  
Dr. Scott Davidheiser, Assistant Superintendent  
Mr. Ed Tate, Director of Communications

Mrs. Danielle Turner, Director of Athletics  
Mr. Wayne Birster, Facilities Manager  
Mr. Mike Nickerson, Environmental Coordinator  
Mrs. Suzanne Moffat, Office Manager Operations

The meeting was called to order at 6:02 p.m. by Mr. Gamble.

#### **PUBLIC COMMENT**

There was no public comment.

#### **REVIEW OF MEETING NOTES**

The August 30, 2017 Operations Committee Meeting Minutes were reviewed and approved.

#### **ITEMS FOR COMMITTEE/BOARD ACTION**

Mr. Rodemer presented the re-bid results for building and site renovations at War Memorial Field. Bid results submitted last spring came in with higher costs than anticipated. Changes were made to the proposal and it was resubmitted for bid. The proposal was for renovations to the two existing buildings, including new bathroom facilities connecting the two buildings, upgrades to the concession stand, paving around the track, and fencing around the outside of the track and property. Mr. Rodemer noted that the low bidder for General construction is the same as the previous bid – CMG of Easton at \$1,767,700.00. Other low bids were as follows: Mechanical – JBM Mechanical (\$135,000.00); Plumbing – Hirschberg Mechanical (\$256,865.00); Electrical – Electri-Tech (\$459,930.00). JBM Mechanical has done work for CB in the past, Hirschberg Mechanical is new to CB but have worked with other schools in the area with good reports. Electri-Tech has also previously done work for CB.

There were ten alternates in the bid packet. Operations is recommending moving forward with two of the general construction alternates. One alternate is for additional concrete sidewalk along School Lane and MacFarlane Lane, which will connect the student parking lot to the stadium entrance. The addition of the sidewalk will provide safer entry from that parking lot. The next recommended GC alternate is to tie in existing plumbing lines from the holding tank at the concession stand to the new plumbing lines in the bathrooms being constructed. There are no Mechanical alternates recommended.

Two plumbing alternates are also recommended. One is for the connection of sanitary lines from the concession stand to the new bathroom. The next recommended alternate is for manual flush valves on all plumbing fixtures, rather than automatic or electrical driven flush valves.

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There are two recommended Electrical alternates. One alternate is savings on the manual flush valves (a savings of about \$17,000.00). An alternate on lighting fixtures is being recommended to allow the contractor to shop for better pricing on fixtures outside of the specified types in the proposal.

Total for all base bids and recommended alternates is \$2,619,495.00, which is close to the cost originally anticipated last spring. This bid price is almost \$900,000.00 lower than the last bid.

Alternates not recommended by Operations include one for wrought iron fencing with brick piers, one for enhanced EIFS (exterior finish system) on the building that is remaining, and one for the replacement of additional fencing around the Memorial Field property. Mr. Gamble asked if the fencing needed to be replaced or was the bid strictly for esthetic purposes. Mr. Rodemer noted that it was a combination of both need and esthetics. Because there were no safety or security concerns with the existing fencing, the alternate was not recommended now but could be addressed later. Mr. Kleimenhagen commented that any future improvements needed to the field could include the fencing as part of the bid. Mr. Gamble agreed that he would rather see the necessary items taken care of immediately, and include the fence replacement at another time. Mr. Rodemer reported that there was a bid item for ceramic tile in the bathrooms, replacing the existing epoxy painted concrete block. It was determined that since the concrete block is durable and acceptable, ceramic tile was not worth the additional \$73,000.00 (approx.) expense. Additional lighting to the parking lot is also not a recommended alternate at this time. Repaving of the parking lot will be a future project, and lighting issues could be addressed then.

Mr. Rodemer provided an update to the administrators at CB West prior to bringing the recommendations to the Committee. The Committee agreed to place the award of the bids for the War Memorial Field Renovations on the next School Board meeting agenda.

### **INFORMATION**

CB West Memorial Drive Athletic Fields Update: A preliminary meeting was held with the Doylestown Township Planning Commission. The Commission helped narrow the focus on items that will need Zoning Board approval. The next Zoning Hearing Board is October 26. The application must be submitted within the next few days. The architect and site engineer are working on the drawings to ensure all existing conditions are indicated, and items that need review of the Zoning Board are highlighted. Mr. Rodemer noted that there is a time concern with the schedule. If written recommendation is given by the Zoning Board, the Planning Commission would need to be addressed next. The Planning Commission meeting doesn't meet until November 27. After the Planning Commission, a meeting would be required with the Board of Supervisors. Mr. Gamble commented that delay for approvals could take until January, and asked what implications that would have for getting the field ready for student use. Mr. Rodemer stated that at this point Operations wanted to alert the Committee to the timeline concerns, any effect on the planned work will be addressed once the approval process plays out. The original schedule from the architect included bids being awarded in late December or early January, Mr. Rodemer commented that it would most likely not happen in that timeframe. Work is not actually planned until March, so there is a little bit of leeway.

Mr. Rodemer also noted that there was concern regarding costs increasing for the project due to site issues that need to be addressed. Mr. Kleimenhagen stated that preliminary costs from their review came in substantially over the cost estimate previously approved by the Board. Operations met with Mr. Donovan, Dr. Caughie and Mr. Hunt and cut some unneeded items. Those cuts reduced costs by approximately \$250,000.00, but the total for necessary items is still about \$500,000.00 over the original

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\$3 million estimate. The bulk of those overages are related to storm water and township approvals. Mr. Kleimenhagen noted that there were approximately 30% of items which were underestimated by the design professional. Operations is working through those items with him, trying to achieve a much tighter cost estimate. He asked that the Committee know that Operations has been working diligently to cut costs as much as possible. Another update will be provided at the next Committee meeting. Mr. Gamble commented that future consideration should be given to using another design professional that would provide more accurate costs.

#### Construction & Operations Updates:

Central Bucks High School East Domestic Water System: Project is substantially complete. The last of the doors are being installed.

Central Bucks High School East Pool: Work on the pool is on schedule.

Central Bucks High School South Tennis Courts: Project is complete.

Central Bucks High School West Auditorium: Project is on schedule. Finish painting is being completed and electrical work is continuing on schedule.

Central Bucks High School West – War Memorial Track & Field Improvements: Project is substantially complete, final punch list items are being addressed.

Educational Services Center HVAC Improvements: A pre-bid meeting was held. The project is out for bid and there will be bids for review at the next Committee meeting.

Facility Assessment Study: The study was reviewed at the last School Board meeting. Operations is working on integrating study recommendations with projects already planned. Recommendations for those integrations will be brought to the Committee for review.

Holicong Middle School Core Renovations Phase 5: Project is almost complete, except for some technology items. The space is being used by students. Mr. Gamble commented that he was very impressed with the Library. He commended Operations for completing the project on time. Mr. Kleimenhagen noted that Mr. Rodemer and his team wrapped up the project, the custodial staff worked diligently to get the building ready, and a seamless transition to school opening was achieved. Principal Kevin Shillingford has given great feedback regarding the renovation.

Kutz Elementary School Bathroom Renovations: Project is substantially complete, close out documentation is being finished.

Paving-Barclay, Linden, Administrative Services Center & Jamison: Project is complete.

Tohickon Storage Building: Construction is on schedule. Roof framing is complete. The roof is sheathed and walls are enclosed.

Demand Response Curtailment Program: The district participates in a program with CPower for demand response. Mr. Kleimenhagen reported that next month the district will be receiving their annual revenue of \$148,349.70. CB has participated in this program for several years. Returns vary year to year. Mr. Kleimenhagen is meeting with CPower to look at projected revenue. The agreement with CPower expires in June 2018, and Mr. Kleimenhagen noted that he will be seeking approval for continued enrollment in the program.

Capital Projects “Bucket Funds” Update: Two worksheets were reviewed, giving an overview of the status of budget items.

Mr. Gamble inquired about the installation of the flashing lights at South. Mr. Rodemer noted that the project had two parts. The crosswalk at Folly Road includes flashing lights triggered by motion sensors. Identifying crosswalks at Folly and Pickertown Roads would require striping. The installation of signals or

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push buttons for crossing is not required. Mr. Rodemer stated that the district asked for permission to do the work on the crosswalk at Folly Road, and he doesn't anticipate that the costs for both parts of the project will be very high.

Mr. Gamble also inquired about the paving study at Lenape Middle School. Mr. Rodemer stated the Lenape Paving project is on the list of Capital Projects that are moving forward. Mr. Kleimenhagen noted that the assessment study identified many paving issues. Operations plans to focus on those issues next summer. Safety concerns regarding paving and sidewalks are of utmost importance. Mr. Kleimenhagen, Mr. Rodemer and Mr. Birster did site studies and have prioritized the paving issues for future projects.

Feedback from principals have indicated traffic flow issues at almost every school. Mr. Kleimenhagen plans to present a proposal to the Committee for a district wide traffic study. Some improvements have recently been made, but a full analysis of every school should be done. He noted that the study should be done before paving projects begin. It would not be prudent to complete paving work and then make changes to accommodate recommended improvements from a traffic study.

### **MISCELLANEOUS**

Salt Storage Structure Report: Mr. Kleimenhagen provided some background to the Committee regarding the salt storage building located behind the Operations Center. The building is about two and a half years old. Mr. Kleimenhagen has extensive prior experience with those buildings, including an emergency project where 196 buildings were deemed structurally deficient. The tarp roofs were removed due to employee safety concerns. Mr. Kleimenhagen has closed the building behind the Operations Center due to the same safety concerns for his staff. An outside consulting engineering firm checked the structural integrity of the building, and Mr. Kleimenhagen will provide copies of the report to the Committee. The engineer's recommendation is that personnel not enter the building during wind and snow events due to the severe loading on the walls. Damage checks should be done after every major weather event. Mr. Kleimenhagen noted that the building is used for retrieving salt during weather events. He does not want the safety of his staff jeopardized by use of the building as is. Operations will be removing the tension fabric from the top of the building, and a temporary solution will be created to get through this winter. The replacement of that building with a proper salt storage facility will be on the project plan. Ideal district-wide locations for stock piles of salt will also be reviewed. Mr. Gamble noted that there was space behind Warwick Elementary that could be utilized. Mr. Kleimenhagen stated that this winter would provide a good opportunity for use of that area. It is under cover, and would improve efficiency by reducing runs back to the Operations Center to restock.

Facility Use Waiver: The Bucks County Chiefs of Police are requesting a fee waiver for the use of CB South for a training event on November 18. Mrs. Collopy inquired what the amount of the fee would be. The fee would be \$55 an hour plus staff for the stadium opening. Mr. Gamble commented that since it was for our police, he had no issue waiving the fee. Mrs. Collopy noted that CB South is provided a Resource Officer, and the fee waiver would be a good gesture to show that the district and the police are working together. The Committee agreed to waive the fee for the Bucks County Chiefs of Police training event.

Operations is preparing a list of groups that have had fee waivers or have been "grandfathered" in with fee waivers in the past. That information will be brought to the next Committee meeting for review. Mr. Kleimenhagen is looking for guidance from the Committee on how Operations should handle certain types of fee waiver requests – if the Committee feels that certain groups should always be given

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approval, that will help the Operations staff move forward with those requests more efficiently. Mr. Gamble noted that some requests would definitely need Committee review rather than blanket approval. He felt that municipalities that charge the district for permits should not be given fee waivers. Mr. Kleimenhagen stated that type of information will be included when it is presented to the Committee next month. Operations is seeking guidance from the Committee in an effort to keep the fee waiver requests streamlined and transparent.

Project Management Staffing: Scott Levan is a part-time construction manager. The Board approved Mr. Levan's hiring from May until September 29. Mr. Levan provides construction management inspection services for the large capital projects done over the summer. Mr. Kleimenhagen noted that Mr. Rodemer, Mr. Giannini and Mr. Levan handled the \$10 million capital plan for district projects. Operations is seeking Board approval to extend Mr. Levan's employment by 20 days, at a cost of \$330/day. The Committee approves the recommendation for 20 days of additional employment for Mr. Levan be placed on the next School Board meeting agenda.

Miscellaneous: Mr. Kopicki updated the Committee on an issue with the four modular classrooms at Unami Middle School. A press release has been issued to the public regarding a mold problem identified in those classrooms. The classrooms have been closed and will remain closed until mold remediation is complete. Each classroom has its own separate heating, ventilation and air conditioning system independent of the main building's system. On September 22 tests were conducted on the modular units by an outside expert. The district received the test results on September 26. No students, faculty or staff have reported any health complaints potentially associated with mold issues.

A contractor is being hired to clean and sanitize the modular unit's HVAC systems. No students, teachers or staff will be permitted to use the modular classrooms until the mold has been remediated. Mr. Kopicki noted that the announcement is being sent to faculty and Unami parents, and will be posted on the CB website for the public. Mr. Nickerson, Operations environmental expert for the district, is working with Principal Christina Lang to ensure proper remediation of the mold. As a precaution, indoor air quality testing will be done in the main building at Unami.

Mr. Gamble asked for details on how the students from the modular units would be accommodated while their classrooms were closed. Mr. Kopicki noted that Dr. Davidheiser was working closely with Principal Lang to ensure that there was a plan in place for the students that would be as minimally disruptive as possible. There is expectation that the problem will be resolved by early next week. Mr. Gamble noted that if the students could fit into the main building, perhaps the modular units would not be needed. Mr. Kopicki commented that it would be a good item for future consideration, but the priority right now was to deal with the immediate situation.

Mr. Gamble commented on the situation regarding the lawn service being provided to the district. He expressed displeasure at the level of service from the current contractor. Mr. Gamble feels that, while it may tax our staff and cost the district some additional money, it is necessary to resolve the situation. Mr. Kleimenhagen noted that Operations has been working with the vendor to address some of the challenges. District Grounds staff have also provided support to improve the lawn service. Mr. Kleimenhagen stated that there is not enough existing internal staff to take on the task of maintaining district lawn care. He assured the Committee that Operations is diligently working on a resolution to the problem, looking at all available options including rebidding the work.

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**FUTURE MEETING SCHEDULE**

The date for the next two Operations Committee Meetings are October 25 and November 22. Operations is asking for consideration to schedule a meeting on Tuesday, December 19 to discuss the Zoning Board outcome and planning approvals for the War Memorial Field project.

The Committee agreed to hold the December 19 meeting. They have also asked that the November 22 meeting date be changed due to the Thanksgiving holiday. Mr. Kleimenhagen will propose another date directly to Mr. Gamble.

**ADJOURNMENT**

The meeting was adjourned at 6:45 p.m.