

CENTRAL BUCKS SCHOOL DISTRICT

Operations Committee Meeting
October 25, 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. Beth Darcy, Board President
Mrs. Sharon Collopy, Board Member
Mr. John Kopicki, Superintendent
Dr. David Bolton, Assistant Superintendent

Mr. Dave Matyas, Business Administrator
Mr. Ed Tate, Director of Communications
Mr. Wayne Birster, Facilities Manager

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

PUBLIC COMMENT

Ms. Nancy Santacecilia spoke to the committee about the possibility of sponsorship for some of our athletic fields. She noted the recent sponsorship of the Pennridge High School Stadium by Grand View Health. She wondered if any consideration had been given to approaching Doylestown Hospital about sponsoring some fields at Lenape and West, she thinks it would be a wonderful opportunity to move forward with some still-needed repairs. She thanked the Committee for the improvements that have already been made to many of the athletic fields, and provided Committee members a handout regarding lighting on the practice fields.

REVIEW OF MEETING NOTES

The September 27, 2017 Operations Committee Meeting Minutes were reviewed and approved.

ITEMS FOR COMMITTEE/BOARD ACTION

Mr. Rodemer presented the bid results for the Educational Services Center (ESC) renovations. The ESC was built in 1979 as the Doylestown Racquetball Club, and was purchased by Doylestown Federal Savings in 1988. Approximately one-half of the building was converted into corporate offices at that time. The District purchased the building in 1994 and renovated it to house the District Administrative offices. Renovations have been done in phases as needs grew. The HVAC system has been piece-mealed as renovations happened, and the system no longer meets the needs of the occupants and function of the building. One zone controls the entire downstairs level. One thermostat does not function well for covering all the different spaces in that large area. The equipment is poorly zoned and at the end of its life.

Bid proposals were sent out for the total replacement of the HVAC system. The replacement of the system and creation of smaller, more manageable zones would require that a significant amount of the ceiling will need to be removed and replaced. During renovations effort will be made to try to use some of the existing ductwork, lighting will need to be supported or removed, and an antiquated fire alarm system will need to be dealt with. Because those items were referenced as high priority items in the Facilities Assessment Study, the bid proposal included costs for their replacement.

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The project was bid on October 10, and bids were fairly close and competitive. Several competent contractors that have done previous work in the district placed bids.

<u>General Construction:</u>	Walter Brucker & Co., Inc.	\$151,900.00
<u>Mechanical:</u>	Worth & Company	927,000.00
<u>Electrical:</u>	McCarty & Son	477,172.00

The total base bid equaled \$1,556,072.00. One alternate was accepted by the district, it included the deletion of some additional lighting that it not necessary at this time.

Meetings have been held with the lead administrators at the ESC, Mary Kay Speese and Jason Jaffe. Plans are in place for accommodating staff within the building during the renovations. Mr. Gamble asked about the anticipated start date. Mr. Rodemer noted that after the bids were awarded there would be 2-3 weeks of coordination. Renovations could begin in December and would continue through until the summer (approximately 6-7 months).

Mr. Kopicki asked if the \$1,556, 072.00 project cost would come from the 2017-2018 Small Capital Fund. Mr. Kleimenhagen responded that it would. Mr. Gamble inquired about the efficiency of the new system. He noted that there were several pockets within the building that had extreme temperature differences. Mr. Rodemer commented that the new system would have smaller areas that could be controlled much more efficiently than the current one zone/one control system. Zone control will be automated using Siemens Controls.

The lighting system will be replaced with LED lighting, which will save the district a significant amount of money. Mr. Kleimenhagen noted that he had added the lighting to the bid proposal at a design meeting in August. Replacing the lighting while the ceilings were down for the HVAC replacement was the most prudent action to take. The use of LED lighting and the replacement of the HVAC will provide a 25-30% energy efficiency gain in the building. Mr. Gamble asked if Mr. Jaffe had indicated there were any technology improvements that could be accommodated while the ceilings were down. Mr. Kleimenhagen stated that Mr. Jaffe had been at the renovation meetings and had not mentioned any improvements. Mr. Gamble noted that after the first week in December the board room would not be needed for Board Meetings, and there would be almost a month where work could be done. Mr. Kleimenhagen responded that consideration was given to the use of the room, and work would be scheduled to create the least amount of impact.

Mrs. Collopy requested verification that the money for the project was in the budget, Mr. Kleimenhagen noted that it was. The Committee agreed to place the award of the bids for the Educational Services Center HVAC Renovations on the next School Board meeting agenda.

INFORMATION

Construction & Operations Projects Updates:

Central Bucks High School East Pool: Project has been completed.

Central Bucks High School West Auditorium: Project is on schedule for substantial completion on December 1. Mr. Gamble asked that Operations check on the type of tile being installed in the choir room. The tile bought for the choir room are sound dampening, which are not the type of tile needed for that room. Acoustic tile should be installed. Mr. Kleimenhagen will follow up and be sure the issue is resolved.

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Central Bucks High School West Athletic Field Improvements: The district's attorney did not receive required documents in time to get them before the Doylestown Township Zoning Hearing Board meetings in either October or November. The Township is currently reviewing the documents, and it is anticipated that they will be on the agenda for the Zoning Hearing Board meeting on December 18. The submitted plans do not include lighting. If lighting were included there could be delays from additional zoning issues, as well as resistance from neighboring developments. The project is behind schedule, it was originally planned that bid awards would be given in December for a March start. The Zoning Board does not meet until December 18, and the documents will still need to be presented to the Planning Commission and Doylestown Supervisors.

Mr. Kleimenhagen expressed serious reservations about keeping the construction schedule as it is. He understands the concerns about getting the field improvements completed, however missing the October Zoning Hearing Board was a significant setback. Even if the Zoning Hearing Board meeting goes as planned in December, it is doubtful the project would be ready for construction in March.

Mr. Kleimenhagen noted that the safety of students currently playing on those fields is of utmost concern, but rushing to complete a \$3.5 million project for use in the summer of 2018 is not prudent. The Operations Department is aware that if the project is delayed there will be a need for additional short-term improvements in the field.

If the project is delayed, Mr. Kleimenhagen anticipates it will be re-bid in the early fall of 2018, enabling an award of the work to occur early and project completion assured by summer of 2019. There will be more information presented to the Committee at the November meeting.

Mr. Gamble asked if a December meeting was unnecessary due to the project setbacks. Mr. Kleimenhagen agreed meeting in December was not necessary. Mrs. Darcy remarked that when previous projects were rushed, contractors built in penalties that could significantly increase the cost of the project. She noted that while the improvements to the field definitely need to be done, the project cannot become a \$4.5-5 million project because it was rushed. Mr. Kleimenhagen reported that the design professional is looking at ways to decrease costs for the project. Mr. Gamble expressed his appreciation that Operations is handling the project responsibly.

Central Bucks High School West -War Memorial Stadium Improvements: Pre-construction meeting was today, and the project is on schedule.

Holicong Middle School Core Renovations Phase 5: The project is substantially complete.

Tohickon Storage Building: The storage building is nearly complete. Operations is looking into getting electric for the building, separately from the construction contract which did not include electrical work. Conduits were installed, and the electric work can be completed by district employees.

Capital Projects Planning:

Mr. Kleimenhagen noted that items listed in the Feasibility Study are being reviewed. Plans for projects in the summer of 2018 will be presented to the Committee in November.

Athletic & Field Improvements:

Mr. Kleimenhagen presented a draft of the Athletic & Field Improvement Plan for 2018-2023. Mr. Kleimenhagen and District Athletic Director Danielle Turner met after canvassing the athletic directors from each school. Their responses to the canvas were broken out into immediate (1 year), intermediate

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(2-3 year) and long range (4-5 year) plans. Mr. Kleimenhagen highlighted the immediate plans for the first year in each school, which included projects for CB West fields and Main Gym; CB East Main Gym and Kinney Smith field; CB South baseball field, auxiliary gym and softball field; Tohickon tennis courts; Unami track and football field; Lenape varsity soccer field and new crosswalk area from Lenape to CB West; Tamanend football and softball/baseball fields and grounds; and the Holicong football field.

Going forward work will be done to fine-tune the plan and put costs to the improvements. Ms. Turner and the Athletic Directors will continue to provide feedback. Wayne Birster, Facilities Manager, is working with the Grounds team on field improvements and upkeep. Danielle Turner will be relocating her District Athletic Director's office to the Operations building, which will be beneficial to both departments in the effort to maintain and improve the fields.

The document is a draft, and was completed with Title IX regulations in mind. There may be additional adjustments made, but the goal would be to include the Improvement Plan within the District Vision document available on the CB website for public view.

Mrs. Darcy commented that she was impressed with the thoroughness of the plan, and was happy to hear the Athletic Director's input was sought. She felt that previously they had just been told what was happening, not asked for input. Mr. Kleimenhagen assured the Committee that communication is a key tenet for him, Operations will never just "show up" at a building and begin doing work. All efforts will be made to involve those affected in project planning aspects.

Mr. Gamble asked if the Athletic Directors communicated with the coaches. Mr. Kleimenhagen believed that they did, but felt that it was the Athletic Director's role to involve the coaches. Mr. Gamble commented that the coaches would know best what was needed for their fields, Mrs. Darcy noted that the Athletic Directors supervise the coaches and she would certainly hope they would include them in the process.

The Committee agreed Operations can move forward with finalizing the Athletic & Field Improvement Plan for 2018-2023.

Operations Equipment – New & Replacements:

Mr. Kleimenhagen reviewed several purchases that will be made from the Capital Fund budget. Work was done with Mr. Matyas to have funding allocated for equipment purchase. Five items will be purchased, including a 4-wheel drive utility tractor; a small-medium 4-wheel drive tractor; two small 4-wheel drive tractors and a small-medium 4-wheel drive tractor with a backhoe attachment.

The total for all purchases is \$89,483.23 and will be purchased through COSTARS. Most of the equipment being replaced is 30-40 years old, beyond its useful life. Mr. Weldon noted that it was a testament to the maintenance mechanics that the equipment lasted so long. Mr. Kleimenhagen agreed that the work district mechanics do to keep the equipment running is amazing. Mr. Weldon commented that there must have been significant safety improvements since the equipment was first purchased.

Photos of the equipment being replaced were presented. An auction of older equipment and surplus items will be held, recouping some monies back for the district.

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The Committee concurs that Operations can move forward placing the Operations equipment purchases on the next Board agenda.

MISCELLANEOUS

Mr. Rodemer presented a proposal for replacing the Kitchen Serving Line as well as several pieces of kitchen equipment at Warwick Elementary School. The current serving line is from 1989. The device is one large piece, elements and individual pieces cannot be replaced. Repairs are cost prohibitive. Food Service would like to replace the food serving line with modular equipment, individual pieces that can be more easily repaired or replaced without needing to replace the entire line.

COSTARS cost for the proposed replacement of the serving line is \$30,593.00. The cost for the proposed replacement of the equipment would be \$60,384.99. Installation of the new equipment would require minor modifications to existing electric and plumbing. Impact on the school during installation will be minor as well, and could possibly be done during the holiday break. Funding for the proposed serving line and equipment would come from the dedicated Food Service Budget.

Mrs. Darcy asked if there were other schools with older equipment that needed replacing. Mr. Kleimenhagen stated that there were other schools, and he and Mr. Matyas would be working with the new Food Services manager to review current equipment.

The Committee concurs that Operations can move forward placing the Food Services equipment purchases on the next Board agenda.

FUTURE MEETING SCHEDULE

The next scheduled meeting is Wednesday, November 22. Mr. Kleimenhagen is recommending the meeting be moved to Tuesday, November 21. The Committee agrees to hold the meeting on November 21 at 6:00 p.m., and Operations will work with the Superintendent's office to confirm the schedule change.

Mrs. Darcy recognized Mr. Nick Lykon from the Plumstead Township Board of Supervisors. The Plumstead Board of Supervisors is proposing the development of a comprehensive trail plan in their community. Some of the trails will go through CB school grounds. The Board of Supervisors is seeking a letter of support from the district for their grant proposal, due November 2. The letter of support would in no way commit the district to the project, it would just be a show of support necessary for the grant proposal. Because the full board will not meet before the grant proposal is due, Mr. Lykon is submitting the request to the Committee.

Mr. Weldon objects to the idea that there will be people using the trails on school grounds who are not CB students and have no connection to the schools. He also objects to the establishment of trails that would encourage students to cross the busy 611 highway.

Mr. Weldon requested that the Plumstead Board of Supervisors send a written request for the letter of support to Mr. Kopicki. Mrs. Darcy recommends that, due to the fact the full board will not meet in time, Mr. Kopicki call each board member for their opinion on the proposed letter of support.

ADJOURNMENT

The meeting was adjourned at 7:05 p.m.