

CENTRAL BUCKS SCHOOL DISTRICT
Operations Committee Minutes
April 18, 2017

Committee Members Present

John Gamble, Chairperson

Ken Rodemer, Asst. Dir. of
Operations

Other Board Members and Administrators Present

Beth Darcy

John Kopicki

Bill Slawter

Sharon Collopy

Dr. Scott Davidheiser

The meeting was called to order at 6:02 PM by John Gamble.

PUBLIC COMMENT

None.

REVIEW OF MEETING MINUTES

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

CAPITAL PROJECTS

Lenape Traffic Study: Ken Rodemer noted the final traffic study from Horner & Canter Associates was received and the recommendations that were included in the packet were reviewed. The major item was the need for more stacking space for cars which was indicated on a suggested sketch plan that indicated picking up and dropping off students in the rear of the building near the cafeteria. The recommendation also included fencing along the doctor offices and some widening of the paving along the Aux Gym. The recommendations will be incorporated in the design of the paving project for the rear of Lenape. John Gamble questioned if impervious coverage would be an issue and Ken Rodemer indicated he didn't believe so but that would be reviewed during the design process. It was further noted that stormwater drainage would also need to be addressed to mitigate runoff from the lot to the playing fields. John Gamble questioned if the drainage could be addressed with a swale as opposed to piping. Ken Rodemer replied that he didn't believe so due to the volume of water and the length of run to the outfall location. Beth Darcy noted that the drop off location has already been moved and is working relative to the cars stacking on Rte. 202 but there are still issues with students being dropped off at the doctor's offices and CBW student parking lot. John Gamble questioned traffic control on the back drive to Lenape from West Street and Ken Rodemer and Beth Darcy noted existing measures that have been in place to limit traffic conflicts in that area. Dr. Davidheiser noted he had talked with the Principal as well as observed the new system in action and that it was working well. He further reported there was still some traffic back up but that it would take some time until parents have a better awareness of the new process.

Tohickon Middle School Storage Building: Ken Rodemer briefly reviewed the Tohickon Storage Building Project including the building location, size, and purpose. The project is

out for bids and will be brought back to the Committee at their May meeting for proposed bid award.

C.B. South High School Tennis Courts: Ken Rodemer indicated the project would be out for public bidding this coming Friday (4/21). The bid results will be brought back to the Committee at their May meeting for proposed bid award.

Unami Sewer Easement: Ken Rodemer reviewed past discussion on the possible granting of an easement across the back of the Unami M.S. property to an adjacent developer. The developer has suggested the possibility of a trade for access to public water service related to developments they are involved with in Plumstead Township. The goal would be to acquire access to public water for one or more of the District's schools in Plumstead Township. John Gamble noted that the water line would be a long run. Ken Rodemer noted one option to bring a water line up Old Dublin Pike would actually be very close to Gayman Elementary. It was noted that there are still a lot of other issues related to the developer's goal to get public water to the two developments they are planning.

Emergency Services Access Cards: Ken Rodemer reported that we have reviewed our current access control system and we have several options to monitor access to the buildings if a swipe card was furnished to the local police department(s). Options include video monitoring and recording at each door, system data logging of each time a door was opened, which card was used to swipe in, and if entering a building with a security alarm system, the entrance with a swipe card does not disable the alarm system so an alarm would be reported to the monitoring company. John Gamble indicated that if we issue access cards he would like them issued to specific police department employees and not just the Township or police department in general. This would improve monitoring and control of when and who entered the building.

COMMITTEE/BOARD ACTION ITEMS

Kutz Elementary School Bathroom Renovation Bids: Bids were opened on April 11 and the low base bid for General Construction was \$125,900.00 from Premier Builders. The low base bid on the Plumbing Construction was from Fisher Mechanical, Inc. in the amount of \$69,900.00 less the recommended Alternate Bid M-1 (deduct \$7,000.00) for a net Plumbing award of \$62,900.00. The alternate provides individual bathroom sinks in lieu of a combined multi-person sink unit. The low base bid on the Electrical Construction was also Premier Builders, Inc. for \$16,500.00. Both contractors have worked in the past for the District. Total bids for the project is \$205,300.00 which was more than the original estimate for one set of bathrooms (\$115,000) but less than anticipated bids as reported a couple months ago (\$275,000). Board members present agreed to place the contract awards on the agenda for April 25.

Paving Projects Bids: Bids were opened on April 11 for asphalt paving at Jamison, Barclay, Linden, and the Admin Center. Jamison Elementary was bid as a separate project and the low Base Bid A was received from A.H. Cornell & Son for \$245,490.00. The other three sites were bid as a separate Base Bid B and the low bidder for those locations was GoreCon, Inc. for \$259,812.00. The Bid for Jamison was separate from the other three sites to avoid any potential delay at Jamison (largest project) from affecting the completion

of the three other smaller projects. John Gamble questioned how old Jamison was (approx. 1996). Total of both Bids is \$505,302.00. The capital project list last September included \$1,000,000 for paving from which these two projects would be deducted. The balance of approximately \$500,000 would remain for the paving project at Lenape Middle School, which should be adequate. John Gamble questioned if the paving at the Administration Center was just an overlay or if we were taking out and replacing the existing. Ken Rodemer responded that we are milling and overlaying the majority of the area but the area from the short drive at the side door to the end of the parking lot would have all of the existing paving removed and replaced due to inadequate depth of existing paving. John Gamble noted the height of curbs above the paving was higher than most installations. Sharon Collopy questioned if there was a handicap ramp and it was confirmed one exists. John Kopicki questioned if the Lenape Paving project would be done this summer. Ken Rodemer indicated he did not believe that it would be done this summer, as we need to solicit design proposals for the Lenape project taking into consideration the Lenape Traffic Study information recently received and the potential for Land Development requirements. Committee agreed to place the award of the paving contracts on the agenda for the April 25 Board meeting.

Buckingham Elementary Cafeteria Tables: Ken Rodemer reviewed past discussion on the in-wall Cafeteria tables at Buckingham and the desire to replace them with freestanding tables and benches. Information on the proposed replacement tables was shared with the Committee. The Purchasing Department obtained a CoStars quote for 30 complete table units (60 pieces) for \$34,703.21. Ken Rodemer noted that Kutz, which also has the in-wall tables, would also like to have theirs replaced. John Gamble questioned how we would store the tables/bench units. Ken Rodemer noted that typically these would not need to be stored outside of the room as they are used every day for lunches. In the case of Buckingham, if they were having an assembly or program utilizing the Stage, the units would be used for bench seating in lieu of folding chairs. At Kutz the room is only used as a cafeteria and typically would not need to be removed and stored. John Kopicki questioned if the quote included Kutz, which it did not. It was clarified that at this time we are not looking for Board action. It was suggested that we wait until we receive the quote for the tables for Kutz, recognizing that based on quantity, it may reduce the overall costs. The issue will be revisited at the May meeting with a recommendation accordingly.

CB West Athletic Fields Design Contract: Ken Rodemer reviewed the proposal received from Daley Jalboot Architects for the architectural and engineering design services associated with Design Option C for improving the playing fields at CB West. The fee proposal includes all associated design services as indicated in the attachment. Further, the fee proposal is part of the overall fees, approvals, and contingency costs in the amount of \$394,380 that was included and noted in the Option C design Feasibility Study. John Kopicki reiterated that the fee/reimbursable expenses is a 'not to exceed' amount. A formal proposal will be prepared by Daley Jalboot Architects and placed on the April 25 Board meeting agenda.

Flooring Replacement Bids: Bids were opened on April 13 for flooring replacement at several buildings throughout the District. A summary of the locations and the flooring types was included on the Bid Results form. John Gamble questioned if we were using carpet tile or roll carpet materials where carpet was being installed. Ken Rodemer explained that in

locations where furniture is difficult to remove, we use carpet tile to facilitate the installation but in the majority of locations where we are doing the entire open space we would use roll carpet. The Butler Foyer/Atrium would be carpet tile in a walk off mat material. John Gamble commented about the blocks of tile at the Warwick Library and that the entire space was not re-carpeted. Bill Slawter explained that the carpet was replaced under an insurance claim and that was the extent the insurance company would agree to replace. Committee agreed to place the award of the flooring contracts on the agenda for the April 25 Board meeting.

Facility Use Fees – “Adopt a Field”: Ken Rodemer noted the inclusion in the packet of the Facility Use Charges fee sheet with proposed wording added under the “Field Use” line for the ‘Adopt a Field’ program as requested by Glen Schloeffel. Board members present discussed the overall ‘Adopt a Field’ (AAF) program and its’ implementation. Beth Darcy commented about the distinction between needing a policy versus adopting administrative regulations associated with the pilot program. She further noted that a contract or other similar paperwork/form could be modeled after some of the local municipality’s forms such as Doylestown Township. The contract would include language on the expectations, guarantees, and consequences associated with participation in the AAF program. Sharon Collopy questioned why the proposed fee references a ‘maximum’ of two fields. Bill Slawter explained that the proposed change was as proposed word for word from Glen Schloeffel based on the Interim Report and was applicable to just the pilot program at this point. Discussion noted that the ‘maximum’ reference was not meant to nor would it be policy but would be something addressed in an administrative regulation. John Gamble indicated he was not comfortable with proceeding with this at this time without the associated regulations and forms corresponding to the program. Sharon Collopy questioned members if they were in agreement on the \$600 dollar amount per field and, if so, then they could move forward with the rest of the process. John Gamble noted he did not have a problem with the cost. Beth Darcy reiterated that this was just for the pilot program for the selected groups.

Bill Slawter noted he felt there was not an adequate definition of scope for the program and questioned if it was going to be based on financial costs or physical scope of work and that he is just tracking costs to date. Bill Slawter questioned who is going to develop the scope. Beth Darcy commented that the scope is to develop partnerships with the groups based on our past field use charges, conditions of the fields, and the contributions that the outside groups have made and continue to make in time and money into the fields. She further noted that there has been huge progress in field improvements but that there is still work to be done and this can be accomplished best from an economic as well as resources standpoint by working with the groups that are already helping with field maintenance. Bill Slawter noted there was not a clear description of what the groups were expected to do and what the District would be doing. Beth Darcy noted she felt that was what the Committee was developing all along, that the groups and District would get a list of expectations of what was to be done. John Gamble noted his concern about setting a fee without knowing the expectations and the fee might be more or less based on what the groups were doing for maintenance. Beth Darcy noted past maintenance practices and the past contributions of DAA. Sharon Collopy reiterated the background of where the \$600 fee proposal came from and that the groups understood that aspect and thus she proposed the fee part be confirmed in writing as work continues on the description of expectations. John

Gamble responded that he was still not comfortable moving ahead without both pieces developed in writing. Beth Darcy agreed that the topic needs further discussion, which can occur at the CAC meeting on May 9.

John Kopicki asked about the status of the equipment. Bill Slawter stated that he had just about all of the equipment and it would be distributed next week. He further noted he had distributed some routine maintenance recommendations to coaches and teams as well as provided the information to the CAC with the request that the groups perform the same daily routine maintenance. John Kopicki noted we are still working with the various groups and Bill Slawter confirmed open dialogue is still ongoing outside of the CAC meetings. John Gamble noted that once the particulars are worked out we would bring the topic back to the Operations Committee.

INFORMATION ITEMS

Construction & Operations Updates: The packet included the Operations Committee Project Updates.

MISCELLANEOUS

War Memorial Stadium Field Improvements: Ken Rodemer reviewed the issue with providing a second long jump runway and pit at War Memorial Field. An alternate design to provide a second jump was developed and provided to AstroTurf for a Change Order proposal. AstroTurf came back with a cost proposal that was more than the original proposal which we could not justify based on the reduced scope of work. A meeting has been scheduled for Thursday to meet with the contractor, design consultant and school representatives to try to reach a resolution. John Gamble asked how much this would delay the project. Ken Rodemer noted as of now, there is no delay but that the Contractor was requesting a 21 day contract completion extension with the change order proposal that was previously submitted.

War Memorial Stadium Visitor's Concession Stand: Ken Rodemer reviewed the possibility of renovating the Visitor's Concession Stand this summer as opposed to waiting to rebid the work with the rest of the Stadium Improvements in the Fall. The work is limited to General Construction (roof, exterior openings closed, painting, ceilings, etc.) and Electrical Construction (lighting). When the Stadium Renovations was previously bid, the Visitor's Concession was an Alternate bid. The two contractor's on the CB West Auditorium Project both provided bids at the time for the work on the Concession Stand. Both Contractors are willing to enter into a Change Order to their present CBW contract to add the work associated with the Concession Stand. The total of the two change orders would be less than their original bid amounts and would get the work done over the Summer and ready to use in the Fall. Committee agreed to proceed with the change orders to both save the money and reduce the scope of work on the other portion of the Stadium Renovations. Beth Darcy noted the money is already in the Capital Fund and budgeted for the project. John Kopicki asked when the change orders could be available and Ken Rodemer indicated he would have them ready for the April 25 Board meeting.

War Memorial Stadium Renovations Redesign Update:

Ken Rodemer reviewed some sketches of the proposed building elevations for the War Memorial Stadium Renovations project. The revisions involved various modifications in materials, building height, size of Ticket Booths, deletion of the curved wall, and other features in an effort to reduce overall project cost. Beth Darcy questioned and it was confirmed that the Home side concession is a new building. The new concession floor plan has not changed. It will include a separation wall to allow parent booster groups to use a portion of the building without issues associated with accessing the regulated food prep area. John Gamble questioned if cladding the buildings with brick was an available option and Ken Rodemer noted that brick was not possible if we wanted to reduce costs. Beth Darcy noted the proposed design is a drastic improvement to what is there now. John Gamble asked when the barbed wire on the fence was going to be removed. Bill Slawter noted that the barbed wire has already been removed.

Miscellaneous:

John Kopicki introduced Robert Kleimenhagen, Jr., the District's next Director of Operations whom was in attendance and visiting the District earlier in the day. Robert thanked the group for having him here and looked forward to working with the Board, parents and the rest of the administrative team. He will be visiting several days over the next couple of months prior to starting full time in the Summer.

John Kopicki thanked Bill Slawter and Ken Rodemer for filling in during this transition period.

FUTURE MEETING SCHEDULE

The date for the next Operations Committee meeting in May and for the rest of the year will be coordinated between John Kopicki and Ken Rodemer and announced accordingly.

Follow Up: Subsequently it was determined that the next Operations Committee meeting will be Tuesday, May 16, 2017 at 6:00 PM.

ADJOURNMENT

The meeting was adjourned at 6:58 P.M.

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