

CENTRAL BUCKS SCHOOL DISTRICT

Operations Committee Meeting  
April 25, 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**

Mr. Glenn Schloeffel, Board President  
Mrs. Jodi Schwartz, Board Member  
Mrs. Karen Smith, Board Member  
Mr. Dennis Weldon, Board Member

Dr. John Kopicki, Superintendent  
Mr. Dave Matyas, Business Administrator  
Mr. Wayne Birster, District Facilities Manager  
Mrs. Suzanne Moffat, District Operations Coordinator

The meeting was called to order at 6:04 p.m. by Mrs. Suits.

**PUBLIC COMMENT**

Loretta Jenkins of the Doylestown Athletic Association offered the Association’s thanks to Mr. Birster and the FEMO staff for the excellent condition of the athletic fields.

**REVIEW OF MEETING NOTES**

The March 28, 2018 Operations Committee Meeting Minutes were reviewed and approved.

**ITEMS FOR COMMITTEE/BOARD ACTION**

**Unami Middle School – Modular Classroom Removal/Auxiliary Gym & Library Renovations:** The FEMO Department is recommending award to the low bidder as follows: for General Construction Base Bid and Alternate #1 & #2 at Unami Middle School to Craft Source, Inc. in the amount of \$875,300; for Mechanical Construction Base Bid to Tri County Electric in the amount of \$595,000; for Electrical Construction Base Bid and Alternate #1 to MJF Electrical Contracting in the amount of \$246,810. The FEMO Department is also requesting approval for pre-purchase 5 pieces of HVAC equipment required for the project in the amount of \$111,030 via US Communities Contract. The sum of all base bids, alternates and pre-purchase items is \$1,848,140, a savings of \$589,598 from the original estimate of \$2,417,738. Furniture, fixtures and equipment cost proposals are under development with a consultant, proposals for Construction Inspection assistance are also being requested. The Committee agrees to move all recommended awards to the full board for approval.

**Buckingham Elementary – HVAC Duct Insulation:** The FEMO Department is recommending award to the low bidder as follows: for General Construction Base Bid to Craft Source, Inc. in the amount of \$41,400; for Mechanical Construction Base Bid to Myco Mechanical in the amount of \$22,800; for Electrical Construction Base Bid to ElecTriTech in the amount of \$43,680. The sum of all bids totals \$107,880. The Committee agrees to move all recommended awards to the full board for approval.

**District Paving – Holicong, Unami, Kutz, Warwick, Groveland, Tohickon (tennis courts):** The FEMO Department is recommending award to the low bidder as follows: for paving restoration projects Base Bid A at Tohickon Middle School Tennis Courts to Gorecon, Inc. in the amount of \$180,506; for paving restoration projects Base Bid B at Holicong & Unami Middle Schools to A.H. Cornell in the amount of \$704,500; for paving restoration projects Base Bid C at Groveland, Kutz & Warwick Elementary School playgrounds to A.H. Cornell in the amount of \$355,400. The sum of the low base bid is \$1,240,406, a savings of \$474,594,000 from the original estimate of \$1,715,000. The Committee agrees to move all recommended awards to the full board for approval.

**Lenape Middle School Paving:** The FEMO Department is recommending award to the low bidder for paving restoration projects at Lenape Middle School to Mecos Construction in the amount of \$327,635. The sum of the low base bid is \$327,635, a savings of \$172,365 from the original estimate of \$500,000. The Committee agrees to move the award to the full board for approval.

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The grand total sum for all paving projects is \$1,568,041, a savings of \$649,959 from the original cost estimate of \$2,215,000.

**District Flooring Replacement Projects:** The FEMO Department is recommending award to the low bidder for flooring replacement projects at Cold Spring Elementary, Transportation Annex, Lenape Middle School and CB South High School to Barb-Lin in the amount of \$53,762. Funding is provided in the FEMO Department fiscal year 2017-2018 operating budget – Fund 1.

**2018-2019 Facility Use Request Form:** The FEMO Department is requesting approval of the 2018-2019 Facility Use Request form and fee schedule, with the inclusion of an item regarding a \$100/hour fee to rent one of the two new practice turf fields at the CB West Athletic Field Complex. Dr. Kopicki recommended that community groups that would utilize the field be contacted for input before adoption of the \$100/hour fee for the turf fields. Mrs. Suits noted it would be important to determine what impact that fee would have on the groups that currently use CB fields. Dr. Kopicki asked that he be made aware if our youth groups request use of the turf fields prior to a discussion of the fee that would be charged to them. Mr. Kleimenhagen noted his department will work with the community and bring information back to the Committee for approval at a later date. Mrs. Schwartz requested a master list of groups that utilize CB athletic fields. The Committee agrees to accept the 2018-2019 Facility Use Request Form and Fee Schedule, minus the section regarding the \$100/hour fee for the turf fields, and to move the form to the full board for approval.

**Gayman, Barclay & Doyle Elementary – Cafeteria Table Replacements:** The FEMO Department is requesting approval of the quotes received from Corbett, Inc. via PA State COSTARS Contract #035-018 for UniFrame Convertible Bench tables for Gayman and Barclay Elementary, as well as a quote for UniFrame Traditional folding tables at Doyle Elementary. (Gayman: 56 tables for a total of \$33,865.44; Barclay: 64 tables for a total of \$38,703.36; Doyle: 16 tables for a total of \$19,902.72). The total amount for all three quotes is \$92,471.52, which does not qualify for the Manufacturer's discount of 2% on orders over \$100,000. The quote is a furnished and installed price and will be paid from the Food Service Capital account. The Committee agrees to move the award to the full board for approval.

**Cold Spring Elementary – HVAC Controls Upgrade:** The FEMO Department is requesting approval of the quote received from Johnson Controls for HVAC controls upgrades required to the building automation system. The total amount for the material is \$28,268. All work will be completed by the FEMO HVAC mechanics this summer. The Committee agrees to move the award to the full board for approval.

**CAPITAL PROJECT UPDATES**

Mr. Kleimenhagen provided a status overview of current construction and design Capital Projects. The overview included information regarding the use of Reynolds Consulting Engineers to obtain proposals for a retro-commissioning project to investigate electrical issues related to previous renovation projects at Holicong Middle School.

**INFORMATION**

**School Security Improvements:** Mr. Kleimenhagen presented information regarding the School Gate Guardian Visitor Management System, which will be used in all district buildings. Security improvements include new entryway door buzzers/cameras. The CB Technology & Innovation Department is working with School Gate Guardian to develop a training program on the new system for CB employees. The target date for implementing the new security program is June 4. Mrs. Schwartz asked if system instructions for visitors were only offered in English. Dr. Kopicki does not believe the current system is offered in another language, but School Gate Guardian has indicated they will work with the district on any CB requirements. The Risk & Vulnerability Assessment/Camera survey information was reviewed.

**FUTURE MEETING SCHEDULE**

The next scheduled meeting is Wednesday, May 23, 2018.

**ADJOURNMENT** The meeting was adjourned at 7:08 p.m.