

UPPER PERKIOMEN SCHOOL DISTRICT

Education Center
2229 E. Buck Road, Pennsburg, PA

Facilities Committee Meeting

August 15, 2019

Welcome to the Facilities Committee meeting of the Upper Perkiomen School District

CHAIR: Melanie Cunningham

MEMBERS:

Raeann Hofkin

Mike Elliott

Ex-Officio: Dr. Kerry Drake, President

Superintendent: Dr. Allyn Roche

Facilities Director: Doug Kenwood

We will be passing around a sign-in sheet.
Please include your email address and phone number if you wish.

AGENDA

1. Approval of Minutes – July 16, 2019 Meeting (Attachment A)
2. Updates/Discussion
 - a. Construction Projects Update
 - b. Grade 4 & 5 Center - Exterior Signage
 - c. High School HVAC Survey Results
 - d. High School Secure Entrance Update
 - e. Marlborough Playground Inspection Results
 - f. New Middle School Plaque (and Grade 4 & 5 Center Plaque)
 - g. Demand Response Audits

Mission: *To provide the board with an accurate description of the condition of all the district facilities and to recommend items and projects that will keep the facilities in optimum condition while maintaining fiscal responsibility to the taxpayers and ensuring a safe, secure learning environment for the staff and students.*

In order to assist in keeping an accurate record of the proceeding of this meeting, the meeting is being videotaped by the District.

UPPER PERKIOMEN SCHOOL DISTRICT

FACILITIES COMMITTEE

July 16, 2019

The Facility Committee Meeting was held at 7:00 p.m. at the Upper Perkiomen Education Center with the following committee members attending: Melanie Cunningham (chairperson), and Raeann B. Hofkin. Absent member was: Mike W. Elliott. Others in attendance were: Allyn Roche, EdD., Sandy Kassel, Doug Kenwood, John Farris, Bradley Schlegel and George Bonekemper.

1. APPROVAL OF MINUTES

Motion by Raeann B. Hofkin, seconded by Melanie R. Cunningham, to approve the **minutes from the June 4, 2019 meeting**. Motion carried; all voted aye.

2. UPDATES/DISCUSSION**a. Change Order for DBA Testing**

Additional testing for construction work is being done. Testing is being done on concrete, soils, paint thickness, asphalt etc.

Motion by Raeann B. Hofkin, seconded by Melanie R. Cunningham to approve the Change Order for David Blackmore and to move to Board agenda.

b. Timeline for 4th & 5th Grade Center Completion

A little behind schedule in some areas and ahead on other areas.

c. Timeline for New Middle School Completion

The three story area is basically complete. Furniture is being moved in. They are working on the auditorium, kitchen equipment is in but not tested. They are trying to close up the building. Staff has started to be trained on the building systems. Training is being videoed for future use.

d. GESA Next Steps

Mr. Kenwood reviewed the process that we went through as far as the RFP, the interviews and what the next step options are. Goal is to improve energy usage to save money in a reasonable time period. Purpose of a GESA project is to generate and guarantee saving. The firm will evaluate all of our system (heating, cooling, lighting, etc.) at no cost for the evaluation. The committee optioned for a third party firm for evaluating savings and to do the RFP and then move forward.

Motion by Raeann B. Hofkin, seconded by Melanie Cunningham, to use Provident to move forward with the RFP process.

e. High School Humidity Update & Tile Issue

Mr. Kenwood described the process we are using to mitigate humidity concerns at the High School. We are using Moore Engineering as a consultant to help provide advice on controlling the humidity in the building.

f. New Middle School – Safety Film on Sidelights in Classrooms

A discussion occurred on the visibility of the classroom due to the size of the windows on the side of the doors. The district will get pricing on the possibility of placing a film on the windows for safety and to protect from breakage.

h. New Middle School – Bollards/Planters at Front Entrance

This is a level of security for the front of the building. We will discuss at a later time. We are also considering the use of bollards at the Marlborough Elementary School and will add an alternative to the entrance when put out to bid which will provide a cost.

i. Insurance Policy Discussed for 2019-2020

The committee recommended completing an application for Pollution Insurance which was budgeted.

j. JLR Availability to help with any IT after August 2nd.

Mrs. Cunningham reported that Bryan Ruzenski would be leaving the district August 2nd and it is being recommended that we establish an agreement with JLR to provide consulting services during our technology transition. We are currently using them to assist at our new Middle School site.

k. High School Secure Entrance

Mr. Kenwood reported that a number of staff members proposed solutions on the use of the middle stairwell but they had some concerns. The group looked at possible other solutions recognizing that we would need a temporary solution for the start of the school year and a permanent solution for the future. Doug provided several options but recommended using the same architect as being used for the Marlborough safe entrance to do the High School safe entrance. The committee agreed to use the same architect as we are using at Marlborough.

OTHER ITEMS OF DISCUSSION

Dr. Bonekemper raised a question about the need to bus students from the Middle School to the 4th & 5th Grade Center. Due to the need for field utilization we will need to bus the students depending on the scheduled use of fields. Mrs. Cunningham asked everyone to be patient as we go through the building openings.

Sign for the 4th & 5th Grade Center –

Mr. Kenwood will contact REED sign and ask them to provide a design and cost for sign changes.

Building Dedication –

Dr. Roche brought the need to plan for the building dedications and was considering possible options.

Dr. Farris asked about the 50 year reunion. He wondered if the reunion could coincide with a football game. The reunion is set for November 13th and the football season ends earlier so that is not a possibility. Dr. Farris also mentioned that there is talk in the community to name the football field after Bill Keeny. Dr. Farris suggested a possible Upper Perkiomen School Community Day if they are going to name the stadium. He mentioned he was not in favor or against naming the stadium.

Mr. Kenwood also suggested an Emergency Services night for the emergency services personnel to see the new and renovated buildings.

Motion by Raeann B. Hofkin, seconded Melanie R. Cunningham to adjourn the meeting.
pm.