

UPPER PERKIOMEN SCHOOL DISTRICT

Education Center

2229 E. Buck Road, Pennsburg, PA

Facilities Committee Meeting

November 28, 2022

CHAIR: Melanie Cunningham

MEMBERS:

Keith McCarrick

JP Prego

Superintendent:

Dr. Allyn Roche

Director of Facilities and Operations:

Doug Kenwood

Business Administrator:

Dan Direso

AGENDA

1. Approval of September 26, 2022 and October 24, 2022 Meeting Minutes (Attachments A and B)
2. Old Business
 - a. Facilities Feasibility Study Update - KCBA

UPPER PERKIOMEN SCHOOL DISTRICT

FACILITIES COMMITTEE

September 26, 2022

The Facilities Committee Meeting was held at the multipurpose room at the Education Center with the following committee members attending: Melanie Cunningham (chairperson), Keith McCarrick, and JP Prego. Others in attendance were Dr. Allyn Roche, Dan Direso, Robert Kurzweg, and Doug Kenwood.

1. APPROVAL OF MEETING MINUTES

Motion to approve the August 23, 2022 meeting minutes. Motion carried; all voted aye.

2. OLD BUSINESS

a. Energy Performance Contract (GESA)

- i. Mr. Kenwood reported that the GESA project continues to move forward well. We are 30 to 35 days away from completion of phase 1B. ECMs remaining to be completed are the building automation system and the training of the maintenance staff on new equipment and the building automated system.

b. Facilities Feasibility Study

- i. Mr. Kenwood shared that we are getting an every two to three-week update. Most building surveys and interviews have been completed. KCBA is currently working on the sewage treatment plants and kitchen surveys.

c. 4-5 Center Roofing Bid

- i. Mr. Kenwood stated that the bids are due October 5, 2022. He is hoping for 3 or 4 bids to come in. This is work that will be performed next summer.

d. High School Gym Backboards

- i. Mr. Kenwood stated that we have been soliciting quotes for the backboards in the high school gym. Replacing the half-moon backboards with full, glass backboards and making the two main backboards retractable. We received quote of \$45,000, but later found out the vendor was not a COSTARS vendor. We have now gone to a different vendor and received a quote for \$51,140 without electric. We currently have \$45,000 budgeted, but need to find a way to cover the difference. Mr. Kurzweg gave some reasons and examples of how the improvements would benefit our students and the school. Some of the backboards are original. Mr. McCarrick asked if it would benefit to break the work down into 2 parts. Mr. Kenwood stated that it is usually less costly if you have all the work done at once. We would not be able to have volleyball in that gym until this work is completed. We would like to have this work completed in the Spring. All agreed to move forward.

e. Dr. Persing Facility Naming Request

- i. No representatives were in attendance so this agenda item was moved forward.

f. Custodial Staffing

- i. Mr. Kenwood stated we are trying to move in the right direction with filing our vacant custodial positions. We are working with a staffing agency called

PrecisionHR. We are currently down 3 full-time custodians and 1 part-time custodian. We are slowly moving closer to being fully staffed.

Dr. Roche asked to discuss the possibility of the Board attending a GESA presentation on November 28, 2022. Further discussion went on to work out the details.

3. **NEW BUSINESS**

a. Middle School Maintenance Period – Site Repairs

- i. Mr. Kenwood shared that last week we had 6 trees at 8th and Montgomery replaced and that was the last item on the punch list we received for the off-site sidewalk project. As part of that process, the codes official for Upper Hanover Township walked the length of Montgomery Ave. from 8th St. to 11th St. The codes official reminded him that we are still in the 18-month maintenance period for the Middle School because it didn't commence until June 2021. Mr. Kenwood said he will be receiving a letter with deficiencies we will need to work on.

b. Red Cross Shelters

- i. Mr. Kenwood was contacted by the Red Cross to update the information they have on file for both the High School and the Middle School. The surveys were 8 pages for each school. We would need to decide if we want to allow the Red Cross to use the Middle School, in addition to the High School, as a shelter. After discussion, it was agreed to allow them to continue to use the High School but not the Middle School.

c. Security Guard Staffing

- i. Mr. Kenwood stated that with Act 44 report we requested to increase our Security staffing from 3 to 5 guards. We also wanted to have a female guard to help with female issues. We started the school year with 3 guards then just recently one resigned. Our current company is having issues obtaining candidates. We would like to use another company (Advanced Protection) to help fill in the gap. Further discussion took place on what other options there are for contracting Security officers.

Mr. Prego asked if we have had a reduction in requests to use our facilities since the rules, regulations, and pricing in Policy 707 changed. Mr. Kenwood stated that the volume of requests remaining consistent with prior years.

Next meeting is October 24, 2022 at 7:00 PM.

Motion to adjourn the meeting by Mr. McCarrick. Motion carried; all voted aye.

UPPER PERKIOMEN SCHOOL DISTRICT**FACILITIES COMMITTEE****October 24, 2022**

The Facility Committee Meeting was held at the multipurpose room at the Education Center with the following committee members attending: Melanie Cunningham (chairperson), Keith McCarrick, and JP Prego. Others in attendance were Dr. Allyn Roche and Doug Kenwood.

1. APPROVAL OF MEETING MINUTES

The previous meeting minutes were not available at this time.

2. OLD BUSINESS**a. Facilities Feasibility Study Update - KCBA**

- i. Mr. Mike Kelly from KCBA presented a summary of the Facilities Feasibility Study.

b. 4-5 Center Roofing Bid - Alternates

- i. Mr. Kenwood stated that we received 2 bids a few weeks ago. A third one came in, but after the deadline. Mr. Kenwood proceeded to review the bids and recommended the committee approve bid alternates one (add 90 mil, 30-year warranty) and three (add 5/8" gypsum board). The committee agreed. The work would be performed over the summer of 2023. Estimated time to complete the work is 45 days.

3. NEW BUSINESS**a. GESA Proposed Change Orders**

- i. Mr. Kenwood shared that we are wrapping up the GESA Project, specifically at the High School. The Contractor has recommended a few change orders. The first change order is a side stream filter on the Geothermal loops. The cost of change order 1 is estimated at \$9,100.00. The second change order is replacing piping for 3 of the rooftop units that serve the auditorium because they are piped backwards. The rooftop units are currently functioning. Correcting the piping may increase the efficiency and reduce noise. The cost of the change order 2 is approximately \$26,000 plus a Noresco 25% mark up. Mr. Kenwood stated we will keep an eye on this condition and possibly include in a future GESA phase. All agreed to accept change order 1 but not change order 2.

Next meeting will be November 28, 2022.

Motion to adjourn the meeting by Mr. McCarrick. Motion carried; all voted aye.