

**UPPER PERKIOMEN SCHOOL DISTRICT****FACILITIES COMMITTEE****April 17, 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 (phoned-in). Absent member was: Mike W. Elliott. Others in attendance were: Andrea Farina, EdD., Sandy Kassel, John Farris, John Sheeran, Dan Cicala, Troy Hill, Doug Kenwood, Ken Kaufman, and Bob Navitski.

**1. APPROVAL OF MINUTES**

Motion by Raeann B. Hofkin, seconded by Melanie R. Cunningham, to approve the **minutes from the March 27, 2019 meeting**. Motion carried; all voted aye.

**2. INTRODUCTION & WELCOME FOR NEW FACILITIES DIRECTOR**

Mrs. Cunningham introduced Doug Kenwood, the new Facilities Director who will be replacing John Sheeran when John retires in June.

**3. MIDDLE SCHOOL FACILITIES STUDY****Dan Cicala - Fidevia & Troy Hill - Blackney Hayes Architects**

Ken Kaufman, Mechanical, Electrical Engineer for the study spoke on information in the report along with Troy Hill, Architect, and Dan Cicala, who is from Fidevia.

Troy Hill started with an overview. He reported they looked at ADA compliance, code compliance, physical plant, general cosmetic and the program use. The report covers what's in the building, including all systems, the different dates it was renovated and an executive summary describing the systems and listed the priorities. Many of the priorities will be captured in Phase 1. Troy reported that the part of the middle school that we are not using should not stay idle for too long. Troy mentioned addressing the vacant side in the next two years. Ken Kaufman spoke on the HVAC areas. He made the two pipe system a high priority because of the difficulty in moderating the system. If the building will not be used in eight to ten years then work what with we have for now. Replacement of the two pipe system is estimated to cost over \$3.3 million. If we intend to use the facility indefinitely then we should consider a system replacement. Mr. Kaufman said for now do not over cool the facility and monitor it. Mr. Kaufman will provide criteria of things we can do to run our systems better. Mrs. Cunningham will maintain on her facilities list what to do with the remaining area of the middle school. Mr. Kaufman recommended that the change of the two pipe system should be done with a renovation. Mr. Kaufman continued to address other items in the study that are old and in need of replacement. Most of the items can be repaired. Mr. Kaufman suggest testing our piping and replacing the old electrical panels.

**4. UPDATE ON THE 4<sup>TH</sup> & 5<sup>TH</sup> GRADE CENTER – DAN CICALA AND TROY HILL**

Mr. Cicala reported that a pre-construction meeting would be held on April 18, 2019 at 3:00 p.m. He also stated that we were out to bid for the electrical. The meeting on April 18<sup>th</sup> will be comprehensive and review the issues that need to be dealt with. John asked Troy Hill for a copy of all the permits. John explained to Dan Cicala the process for acquiring clearances. Dr. Farina asked for clarity on the date construction will need to start so that everything is packed and moved timely.

**5. CHANGE ORDER CONSIDERATION FOR THE SIDEWALK PROJECT  
– SANDRA KASSEL**

Mrs. Kassel presented to the board a proposal for authorizing change orders for the 4<sup>th</sup> & 5<sup>th</sup> Grade Center renovation and the off-site walkway project. The facilities committee recommended that the proposed authorization move forward to the full Board for approval.

**6. PROPOSED CHANGE ORDER MOTION FOR THE SIDEWALK PROJECT**  
**- SANDRA KASSEL**

Change Order for sidewalk project was explained. The change order is for the paving in the project. The facilities committee recommended moving the change order to the full Board. The amount is \$63,333.00.

**7. FURNITURE PURCHASE FOR NEW MIDDLE SCHOOL AND 4<sup>TH</sup> & 5<sup>TH</sup> GRADE CENTER**  
**- DR. ANDREA FARINA**

Dr. Farina reviewed the process for the selection of the middle school furniture. A description and pictures of the furniture was included for the committee to view. In response to a question we did not buy excess/extra furniture.

**8. HIGH SCHOOL PHONE AND PA SYSTEM UPDATE – JOHN SHERAN**

John Sheeran and Bryan Ruzenski met with the company that put in the current system (Bogen Communications). The estimated cost to replace with a new system that provides the additional features revolving around safety would be estimated at \$40,000.

**9. NATATORIUM SOUND SYSTEM AND SCOREBOARD REPLACEMENT**  
**- SANDRA KASSEL**

We reviewed the natatorium sound system and scoreboard replacement. The systems are on Co-Stars. We will see if we can get additional quotes. These items will be brought back to the facilities committee for approval to move to the full board with the funds coming from Capital.

**10. NEW BUSINESS**

Barry Isett & Associates was asked to put together a proposal to monitor the off-site walkway improvements. The proposal was presented. The facilities committee felt this was important and recommended it be moved forward to the full board.

John Sheeran reported on the top soil. The top soil will be kept and they will get rid of the fill material. Mrs. Hofkin recommended providing it to the UP Sportsman Association for their fields. Mrs. Cunningham will mention this at the next construction meeting.

Dr. Farina recommended we start looking at the capital projects list and have further dialogue since we have had our discussion on the middle school facility study. We need to develop a long term plan to address our needs.

Mrs. Cunningham suggested once we have all the information together including the GESA study we have a workshop on the subject of capital projects.

Mrs. Cunningham would like to do a tour of the buildings again this coming year.

The meeting was adjourned at 8:32 pm.