

Upper Perkiomen School District

Education Center

2229 E. Buck Road, Pennsburg, PA

Facilities Committee Meeting

February 23, 2021

Minutes

CHAIR: Melanie Cunningham

MEMBERS:

Mike Elliott

Peg Pennepacker

Superintendent: Dr. Allyn Roche

Director of Facilities and Operations: Doug Kenwood

Business Administrator: Sandra Kassel

AGENDA

In Attendance: Doug Kenwood, Melanie Cunningham, Sandra Kassel, Andrea Farina, Peg PennyPacker, Kim Bast, Dana Hipszer, Keith McCormick, Tonya Kulp, Maureen Zavadel, Bobby Kurzweg, David Olsen-Keeny

Meeting Start Time: 7pm

1. **Approval of January 21, 2021 Meeting Minutes** (minutes were not available). **Mike and Melanie** agreed to approve both the January 21, 2021 (**Attachment A**) and February 23, 2021(**attachment B**) at the March 18, 2021 meeting.
2. **Old Business**
 - a. **Full Day Kindergarten**
 - i. **Renovation Recommendations (Attachment 1)**
 - **Scheme 1- Minimal Alterations, Focus on repairs & fit-out** - recommending Hlghlighted alterations: A, D, E, G, H, I - see attachment for detail
 - **Scheme 2- Level 2 Alterations for Code Compliance, Accessibility & Life Safety**- recommending highlighted

alterations: C (Doug commented - Not really a fire barrier but more of a separate wing) - see attachment for detail.

- Points not highlighted are NOT to be disregarded, but are minimal and can be managed during other projects.
- Door Hardware: should be looked at as a whole for all school locations so there is continuity.
- Long term capital renovation - architect suggested to upgrade the school sprinkler system (est \$400K-\$500k) - add to 5-10 year capital plan.
- Need sketch by a professional (MGA) to submit for a permit to Hereford Township.

ii. **Classroom Furniture & Floor Plan (Attachment 2 & 3)**

- **Attachments 2** = Kindergarten classroom furniture options
- **Attachment 3** = Kindergarten classroom furniture layout options
- **Corbett** visited Hereford to survey the spaces and review Architect drawings to produce potential furniture layout options.
- **Corbett** produced multiple floor plan options for our review
 - **Reminder:**
 - 6 Classrooms to furnish & create casework
 - 4 common spaces to furnish & create casework
 - Space & classrooms must be:
 - Consistent
 - Storage is a priority
 - Make environment fit all new programming needs
 - Provide furniture that meets the need of our littlest learners. They will be in the classroom a long time.
- **Furniture:** Tables, chairs, soft seating, storage and new teachers desk.
 - Although we are currently making space to meet the COVID environment, we are planning a long term investment when the spacing requirements are less. Therefore, we are looking at shared tables and less single seats for the students.
- **Good, Better, Best Options submitted by Corbett:**
 - There are plans submitted by Corbett we do not like. So we asked them to produce Good, Better, Best options for all furniture & space- see options in attachment 2 & 3

- Once we have agreed we like the options, the final decision will be made by the kindergarten teaching staff.
 - Tonya Kulp -requested floor space
 - Maureen Zavadel - advised wheel carts & lily pads- Teachers will be able to create their own space when planning their lessons.
- **Context of Cost:** (Must finalize)
 - Mulenberg's quote = \$430-450K
 - Corbett's quote = \$250 K (furniture & casework (Hereford only)
 - Marlborough: we must have "pocket" of funds to purchase some of the same furniture- (suggest: \$25)

Total Estimate=\$ 250K (Hereford only) - max cost, if teachers choose lower priced items the total price will be lower. + \$25K

- **How to Pay:**
 - Peg Pennepacker asked Ms. Kassel how the district will pay for the furniture
 - Sandra Kassel advised some options but actual details would be brought up in separate meeting (some funds are a capital expense & some are budget)
 - Melanie Cunningham commented
 - \$400K - \$405K or less = renovation, fixtures & furniture
 - Not including the expense of actual staff
 - Said this plan is putting us on the right path for a greater education
- **Dana Hipszer: agreed to move forward
 **Keith McCarrick: Keep moving forward
 **Peg Pennepacker: Agree with Keith & Dana

b. **High School Varsity Softball Field - Drainage Improvement Options (Attachment - 4)**

- **Relocation of playing fields:**
 - **Bid from boyertown = \$868,932.00** (not including the back stop, the dugout fencing, scoreboard, or moving the field.)
 - **Bid option 2:** (\$223K Drainage + improvements)
 - Softball field drainage improvement / less the relocation. See highlighted breakdown in attachment 4.
 - In addition to the drainage improvements, see cost breakdown for the improved batting tunnel, netting, bleachers, and new scoreboard.

- **Concern:** OCR (Office of Civil Rights) -
 - We have not heard from OCR since 2019
 - Concerned improvements will not be enough
 - Doug: We have a checkpoint once the bids are submitted from the contractors, so there is time for OCR to comments.

- Peg, Melanie, Sandy, team all ok to move forward

c. **Energy Performance Contract (GESA) Update-** Doug provided an update on the GESA project and the timeline for phase 1A implementation

d. **Montco CLASS System – End of Life:**

- Jim Roth & Doug: Went to IT partners and demoed a product called Informacast
 - Works w/ Cisco phone system
 - Similar to County's proposed system
 - Appears it will be cheaper, but we do not know yet
 - Also talking with sales rep from County
 - Also talking to police liaisons
 - Considering additional systems - will bring forth updates as things unfold

e. **High School Sinkhole**

- Not a sink hole / it is a cistern (manmade)
- Snow has so far prevented us from addressing the situation
- Hopefully the correction is just a fill & cap, and will update at the next meeting.

f. **Keeny Stadium Signage (David Keeny)**

- Mr. Keeny presented 2 different rendering of signs (prefer version 2 - sign the same height as bottom panel)
- The sign will go over the scoreboard.
- Fundraising must take place
- UP on both sides interlocking, should be same size as other lettering
- The Keeny family and Reed Sign will be responsible for manufacturing and installation

3. **New Business**

a. **Police Memorandum of Understanding (MOUs)**

- Every 2 years, the District is required to execute MOUs with the state police, Marlborough police & East Greenville police.

- Dr. Roche was approached by Upper Perk police inquiring if they should enter into a similar MOU as we currently do with our other police partners.
- Dr. Roche stated that it would be good to have a formalized partnership given the fact that UPPD is closer, performs welfare checks for students and provides an added layer of safety.
- Keith: Do they respond already? Great move for everybody all around.
- At the end of this school year, all MOU's will need to be renewed.

b. PSP Risk and Vulnerability Assessment

- PA State Police has a team that will perform a risk and vulnerability assessment of the school district. We are on their schedule. There is no cost to the school district. Date of the assessment is TBD.

c. HS Track Takeoff Board Replacement

- Approached by one of the track coaches specific to the triple jump and the take off boards. The take off boards must be replaced due to their deteriorated condition. The Astroturf vendor reviewed both boards and the cost is around \$11K for replacement.
- Peg asked If we approved to move forward, what is the timing? Could work be completed by April?? Doug will follow up.
- Peg asked if there is anything else to replace?
 - Material missing from parts of the track, Astroturf advised they would be able to fix these areas at same time with no added cost.
- The committee Ok to proceed.

d. Facility Usage Requests

- Uptick in requests to use both indoor & outdoor sports venues
- Trying hard to navigate COVID and maintain in person learning
- Committee agreed to hold off on facilities requests until a later date possibly once our Spring season / June is completed.
- Discuss at the next board meeting.

Additional New Business

1. Hail Damage to the Middle School Chillers

- a. Manufacturer quoted \$100K for repairs
- b. Insurance company came back w/ \$11K for repairs
 - i. 8 coil panels on each chiller, 2 end panels are significantly damaged, 80% / others are much less damaged - Insurance does not want to repair the 14 others.

- ii. Letter written to the insurance carrier to appeal the insurance award. New estimate from manufacturer \$31K.
 - iii. Doug asked insurance if they would pay to have hail guards installed. Insurance said no.
- 2. **Replace HS gym baskets:** Peg asked to please add the replacement of the HS basketball baskets to the to-do list.
- 3. **Fencing around the track-** Peg asked to please check the HS fence gates, maybe while the track is getting repaired?
- 4. **4-5 Center bus and car traffic**
 - a. Jen met w/ police chief
 - Police recommending:
 - buses in the front
 - Parent drop off in the back
 - Issues w/ 4th & 5th Street