

UPPER PERKIOMEN SCHOOL DISTRICT

Education Center
2229 E. Buck Road, Pennsburg, PA
Facilities Committee Meeting
VIRTUAL MEETING
October 15, 2020 – 7:00 pm

CHAIR: Melanie Cunningham

MEMBERS:

Mike Elliott

Peg Pennepacker

Ex-Officio: Dr. Kerry Drake, President

Superintendent:

Dr. Allyn Roche

Director of Facilities and Operations:

Doug Kenwood

Business Administrator:

Sandra Kassel

MINUTES

The meeting began at 7:03 pm. In attendance were: Melanie Cunningham, Mike Elliott, Peg Pennepacker, Dr. Allyn Roche, Dr. Andrea Farina, Doug Kenwood and Sandra Kassel. Mike Lang, Joe Solomon and John Young of Provident Energy and Kim Geiger of ICS were also in attendance.

1. Approval of June 24, 2020 and September 17, 2020 Meeting Minutes (Attachment A)

Melanie made a motion and Peg seconded the motion to approve the June 24th and September 17th meeting minutes.

2. Energy Performance Contract - RFP Update

- a. Provident Energy Consulting / ICS

Mike Lang started off by sharing the agenda for the update: What GESA (Guaranteed Energy Savings Act) means, pre-RFP (Request for Proposal) activities (March-July), energy conservation and ECM (Energy Conservation Measures) priority levels and post-RFP activities (August – present) and next steps.

Joe Solomon shared the history of GESA in PA and the flexibility using this process for energy conservation and facility improvement. Pros of using GESA include saving guarantees to help offset costs; using a phased in approach with up to 20 years of financing that the District can structure itself (including using capital reserves); specific energy saving targets based on priority levels; more competitive bid responses; bids can be best value – not necessarily the lowest bid; local subcontractors can be involved; work can occur in an occupied facility, unlike a traditional contract bid setting, allowing 2nd shift and weekend work; and no change orders are permitted.

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Mike L. shared the pre-RFP actions. Out of a multi- year energy usage review, site visits, drawings and reports an Energy Benchmark analysis was developed. Over 50 ECMs were developed and prioritized that were presented to Doug K. and the district to approve, and RFPs were prepared and sent out.

Jim S. shared the Base Project and priority levels that were determined for ESCO (Energy Service Company). Base projects are those that are quicker pay back items, then High, Medium and Low priority items. The district focused on all base projects, high and some medium items with HS HVAC system having a high priority.

The RFPs yielded 5 very reputable ESCO proposals. Several of them cost out almost all 50 ECMs after RFIs (request for information) and site visits. A preliminary analysis was conducted and put into a model giving plenty of data and budget numbers for the district to work with. Based on results an estimated cost between \$8-11 million would provide \$3-4.2 million dollars of energy savings over 20 years to help offset costs of facility improvements.

Jim reported that ICS and Doug met last week and virtually interviewed all 5 ESCOs. Next Steps include finalizing technical and financial analysis; developing a shortlist of ESCOs – from 5 to 3, and presentations from those companies to the Facilities Committee.

Solutions, creative thoughts on financing and savings and a comfort level with ESCOs that fits within the District budget would ideally allow a November Board meeting motion with work to begin this summer.

Sandy asked Mike about the chiller and waiting until next summer. Jim stated that with the timeline process, and a lead time of 8-10 weeks, an order in mid-January would allow an ESCO to install by mid-April.

Melanie asked who decides on what kind of chiller. The ESCOs have already made recommendations, but the ICS has a project engineer that is working on this and the Provident/ICS team will take the lead on working with Doug. Doug also stated that size of the chiller will be determined by the geothermal wells condition and/or if proactively abandoning, and this will need to be decided in December.

Melanie asked if the team needed anything more from them. Mike asked the committee to send them any questions. After the interviews and working with Doug and Sandy, they plan to have a recommendation and a project for them for November. Doug and the committee decided on a meeting in person & ZOOM to meet the 3 ESCO reps and hear their presentations on October 29th at 6pm at the MS.

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Mike asked who decides the 3 out of 5 ESCOs – Doug stated Provident/ICS will recommend them and Doug will see if we concur.

3. Old Business

a. Full Day Kindergarten – Architect Feasibility Study Proposal

Dr. Farina and Doug felt it was wise to have a feasibility study to provide options, sketches and costs for the FDK space at HFD. Melanie stated that MGE, the architectural firm seems to be doing a good job, and for a decent cost.

Peg commented that in Jan/Feb she was told no additional bathrooms were needed for the FDK space however a tour with Doug and Mo Z. clearly showed to her they were needed.

Dr. Farina remarked that there are FDK students in HFD now as is, and teachers established toileting routines that work and they do not want the installation of bathrooms to hold up FDK. Doug noted that the code requirements are met but student flow doesn't always make it practical. Melanie added that the feasibility study will give the options needed to make this decision.

Sandy questioned a time line if board approved and costs for each category. She expressed concerns on how to divide funds between ESCO and this project, and trying not to borrow more.

The Committee agreed to bring the MGE study and options to the full board for discussion.

b. Major Project Update

i. Marlborough and High School Secure Entrances

Doug reported that the two projects were very close to completion. There will be a punch list towards next week and added that there were some small change orders - \$2,300 - \$2,400 – mainly due to some slope and drainage issues on the MARL planters which he felt were appropriate to maintain the benches.

It was noted that main entrance direction signs were needed. Doug said that perhaps signage could be bundled with the HS Athletic entrance signage as well.

ii. High School Library Refresh

Doug said the refresh was going well. Painting and carpet contractors were lined up and cost came in under \$40,000. Knoll generously donated some library furniture and he couldn't thank Shane Thrush and the Life Skill students enough for their help in packing and moving. The project should be completed by early November.

iii. Marlborough Tree Work

Doug said he had three local COSTAR contractors who gave quotes with cost estimates at \$40-\$42,000 for tree and stump removal. Melanie asked if there was one company recommendation. Mike asked if there were other trees in danger – Doug spoke to an arborist on treating vs. removal noting trees must be cut down before becoming unstable. Mike added that could be a liability risk and it was agreed that removal should be done as soon as possible.

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iv. Marlborough Playground

Doug showed 2 photos of playground designs that were under consideration. Allie asked the kids to select their favorite and the GEO Scramble playset was chosen as it had more activities. He reported the PTFS and leftover Student Activity funds will contribute \$35,000 towards the cost, leaving a District contribution of approximately \$55-\$60,000 depending on some site work. He is working with the vendor on a schedule and final cost – adding this includes demolition and removal.

Mike questioned swing replacements and Doug reported an alternate quote of \$3,500 for 6 swings, a total cost of \$7,000 to replace the 12 original swings currently in place.

Peg and Mike brought up signage and possible fencing around the MARL playground, with Peg noting it was being considered for the 4/5 playground. Melanie agreed on signage and suggested a field trip. Mike asked how often the playground equipment was inspected with Doug stating the nurses checked 2 times a year, but the District does not have a certified playground inspector – however maintenance does check monthly. Doug added that the new maintenance management online system could allow for scheduled inspections that can be notated in the system.

The Committee agreed to bring the playground system to the full board for approval.

c. District-Wide HVAC Review Update

Doug reported the 4/5 and MARL schools (not the MS due to age) have been reviewed and results have been encouraging. With few exceptions, there appear to be no air quality issues that aren't the result of temperature controls or some minor adjustment. Any issues with filters inspections were addressed and marked for rotation. Filters/coils and outdoor air changes to combat COVID with pre- and post-occupancy purges to flush with fresh air is another burden for the HVAC systems that may affect them if not monitored properly. Next building to review is HFD. Doug will continue to update.

i. Keeny Stadium Signage

Melanie said she, Mike, Doug, Dr. Roche, Mike Keeny and Reed Sign Co. visited the stadium. It was decided to put the sign above the scoreboard using the same dimensions as the UP Indians sign below, with the UP symbol on each side and name of the stadium in the middle. It was agreed that this would give more visibility vs under the press box where people often stand. Doug shared a photo of the proposed placement. Reed will contact the District when the sign is complete.

4. New Business

i. Supplemental Custodial Staffing

Doug reported that he was able to hire a full time custodian at the HS. Finding temporary supplemental custodial staff was not going too well. Options include casting a wider net, using another staffing agency; looking to local restoration companies for any candidates; in-house

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referrals; an ad on Indeed. He expressed concern about am/pm K student returns and having staffing to clean and sanitize in the 90 minutes between classes. Moving shifts to help out is another option but the leaves other shift short staff. They will continue to work on this.

b. MS Chillers/Splits Hail Damage

Doug reported that during the recent HVAC review by McClure Company, hail damage to the two MS chillers and coils on the split system was observed – likely the severe storm back in August. An insurance claim was filed to determine repairs or replacements. Since the equipment is new, he will reach out to the manufacturer for replacements and/or parts.

Mike asked about protecting the equipment. Doug noted there are hail guards that can be purchased but air flow is needed – they could be included in GESA.

c. Committee Future Goals

Melanie reported she is working on looking at goals that were set up a few years ago and many of them are completed or in the works. She asked for any input for goals, including continued work on 5-10 year plan, and a long-term continuous plan with Doug; add FDK project; exterior security cameras and outdoor security signage. Sandy added that when the ESCO comes through it should be evaluated with the timeline and the impact on the budget and to keep that in mind. Melanie will take the input and create a draft of goals to share with the committee first and full board at the November 12th board meeting.

Miscellaneous:

Melanie asked if there was any approval for using 4/5 locker room for MS sports. Dr. Roche stated he spoke with Art Vigilante and Rich Kressly, but they have not had the need for a locker room as of yet. Peg requested to keep it in mind post- COVID.

A motion was made by Mike to adjourn the meeting with Peg seconding the motion. The meeting ended at 9:00 p.m.

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