

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
November 18, 2013**

**Carl T. Secor Administration Center - Board Room
7:00 P.M.**

ADDENDUM A

XVIII. FISCAL ITEMS

(The following item(s) are to be deleted from the consensus motion at Board Member(s) request.)

O. Mechanical & Electrical Upgrades - J.T. Lambert

RECOMMENDATION: Motion to accept the recommendation of the Property and Facilities Committee to accept the proposal from Strunk-Albert Engineering for the Design and Construction Management for the Mechanical and Electrical upgrades to the J.T. Lambert Intermediate School for a total fee of \$313,000.00 for Option #2 or Option #3, as submitted.

(See pages 2-22)

P. Settlement Agreement – Skyline Heights, L.P.

RECOMMENDATION: Motion to approve the Settlement Agreement with Skyline Heights, L.P. with regard to Monroe County Court of Common Pleas Case No. 4574 CV 2010, substantially in the form as presented, subject to review and approval of the Solicitor, and to authorize the Solicitor to sign the Agreement on behalf of the school district.

(See pages 23-26)

IN THE COURT OF COMMON PLEAS OF MONROE COUNTY
FORTY-THIRD JUDICIAL DISTRICT
COMMONWEALTH OF PENNSYLVANIA

IVY RIDGE, L.P. :
Petitioner : No. 9117 CV 2011
vs. :
MONROE COUNTY BOARD OF :
ASSESSMENT APPEALS :
Respondent :

SKYLINE HEIGHTS, L.P. :
Petitioner : No. 4574 CV 2010
vs. :
MONROE COUNTY BOARD OF :
ASSESSMENT APPEALS :
Respondent :

POCONO SQUARE ASSOCIATES, L.P. :
Petitioner : No. 4575 CV 2010
vs. :
MONROE COUNTY BOARD OF :
ASSESSMENT APPEALS :
Respondent :

KNOB CREST ASSOCIATES, L.P. :
Petitioner : No. 4575 CV 2010
vs. :
MONROE COUNTY BOARD OF :
ASSESSMENT APPEALS :
Respondent :

SETTLEMENT STIPULATION

NOW COME the undersigned parties, by and through their respective counsel and stipulate and agree that the portion of the above-captioned case, being Skyline Heights, L.P. v. Monroe County Board of Assessment Appeals, affecting Parcel No. 16/10/1/32-4, shall be resolved upon the following terms and conditions, to wit:

1. This is an Assessment Appeal concerning Parcel No. 16/10/1/32-4, which parcel is owned by Skyline Heights, L.P. (the "Taxpayer").
2. Taxpayer appealed the 2010 Interim Assessment to the Monroe County Board of Assessment Appeals (the "Board"). At that time, the property was assessed at \$644,920.
3. By action of the Board on May 10, 2011, the assessment of the parcel was determined to be \$644,920. All tax bills for the years in question have been generated using this assessment figure, by applying the applicable millage of each taxing authority, to wit, the County of Monroe, the Library Authority, Smithfield Township and the East Stroudsburg Area School District. The sole exception was for the tax bills of the East Stroudsburg Area School District for tax years 2010 and 2011, which assessments were temporarily altered in order to accommodate a partial payment by Taxpayer in December 2011.
4. Taxpayer timely appealed the determination of the Board to the Court of Common Pleas, and by operation of the Consolidated County Assessment Law that appeal implicates tax years 2010 (interim), 2011, 2012, 2013 and 2014.
5. The participating parties in the instant proceedings are the Taxpayer, the County of Monroe, acting through the Board, and the East Stroudsburg Area School District. Smithfield Township was given notice of these proceedings but has declined to participate or intervene herein.

24

6. The parties hereto, after extensive negotiations, have entered into a settlement stipulation, as set forth herein.

7. It is agreed that the assessed value for the years at issue shall be set as follows:

Year	New Assessed Value
2010	\$425,320
2011	\$347,600
2012	\$352,800
2013	\$380,000
2014	\$398,000

7. As a result of the above, taxpayers shall be entitled to a refund or credit on account of taxes paid or to be paid, to be computed as follows:

a. All unpaid tax bills shall be deemed to be currently due, and at the amount as set forth by law inclusive of any penalties and interest so computed, recalculated so as to apply the new assessed values as set forth above.

b. **School District Taxes.** With respect to any school district tax bill previously paid by Taxpayer which is affected by this case, credits owed to Taxpayer as a result of the above changed assessed values shall be given to the Taxpayer in two separate payments, one-half of the total credit due in each payment. The first payment shall be due January 15, 2014 and the second due on or before June 15, 2014.

c. **County Taxes.** With respect to any county tax bill previously paid by Taxpayer which is affected by this case, credits owed to Taxpayer as a result of the above changed assessed values shall be given to Taxpayer as a credit on account of any pending or outstanding tax bill from the County. To the extent that the County still owes a refund/credit to taxpayer after

accounting for these credits, any such additional refund/credit shall be fully refunded from the taxes due for tax year 2014, but only after payment of 2014 county taxes has been tendered by Taxpayer. To the extent that a refund/credit is still due to Taxpayer after 2014, any such additional refund/credit shall be fully deducted from the taxes due for tax year 2015, but only after payment of 2015 county taxes has been tendered by Taxpayer.

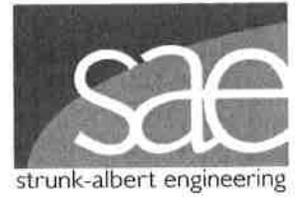
8. All parties agree that the assessment of this property shall not be challenged by any party prior to the 2019 tax year, excepting challenges based on changes as contemplated by 53 Pa.C.S.A. § 8817.

9. The undersigned counsel executing this Agreement on behalf of the parties warrants and represents that he is duly authorized to execute this Agreement on behalf of such party.

WILLIAM F. KERR, JR.
Counsel for Skyline Heights, LLP

JEFFREY A. DURNEY
Counsel for Monroe County Board
of Assessment Appeals

CHRISTOPHER S. BROWN
Counsel for the East Stroudsburg
Area School District



- A. COVER LETTER
- B. PROPOSAL

RELEVANT EXPERIENCE:

- C. EDUCATIONAL

2

STRUNK-ALBERT ENGINEERING
804 Seven Bridge Road • East Stroudsburg, PA 18301
570-421-2025 • mail@strunk-albert.com • www.strunk-albert.com
Partners: David B. Strunk, P.E. and Kenneth R. Zimmerman, P.E.



November 4, 2013

Mr. Jeffrey S. Bader, PRSBA Business Manager jeffrey-bader@esasd.net
East Stroudsburg Area School District
Carl T. Secor Administration Center (570) 424-8500 ext 1520
50 Vine Street
East Stroudsburg, Pa 18301

Re: Mechanical and Electrical Engineering Services
 East Stroudsburg Area School District
 J. T. Lambert Intermediate School

Dear Mr. Bader:

We are pleased to provide you with a proposal to provide Engineering Services for the proposed Mechanical and Electrical upgrades to the J. T. Lambert Intermediate School. We have included some information about our firm for the new Board Members that may not be as familiar with our firm.

Strunk-Albert Engineering has been providing engineering services for the East Stroudsburg Area School District for over 20 years. We have provided Engineering services for every building in the District, except for the school on Route 447. As a local engineering firm, we can provide prompt response to any field conditions that need to be addressed. As local tax payers in the District, we will always have the School District's best interest in mind to ensure that the systems designed and installed are the most cost beneficial to the District.

We understand that you are also considering a design-build method of approach for this project. I would like to offer a few advantages of the approach that we offer. The first is all surprises are identified during the design process. When bid you will obtain competitive pricing since the scope of work is clearly defined on the contract documents. The District will receive all the benefits of the energy saving from the lighting replacement, not the third party. As an independent representative of the School District, we will have the District's interest in mind when reviewing the Contractor's work to ensure compliance to the drawings and specifications. If there is not a clear scope of work or a qualified reviewer of the work the quality can be sacrificed and the District pays later in repair costs.

3

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ESASD J.T. Lambert Intermediate School Proposal
November 4, 2013
Page 2 of 2

For as long as SAE has been working with ESASD, Jim Shearouse has done a great job in monitoring the construction progress as the School District's "Clerk-of-the-Works". Now that he is retiring his expertise will not be available to the District. Therefore, we have increased our number of visits to the site to ensure that the work is being installed according to code and the drawings and specifications.

When you review our scope of work you will notice that our services start from the feasibility phase through the construction to closeout.

Thank you for your consideration and we look forward to working with you.

Very truly yours,

STRUNK - ALBERT ENGINEERING



David B. Strunk, P.E.

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4





November 5, 2013

Mr. Jeffrey S. Bader, PRSBA Business Manager (570) 424-8500 ext 1520
East Stroudsburg Area School District
Carl T. Secor Administration Center jeffrey-bader@esasd.net
50 Vine Street
East Stroudsburg, Pa 18301

Re: Proposal for Engineering Services
HVAC Renovations to provide Central Air Conditioning and Lighting Upgrades
J.T. Lambert Intermediate School

Dear Jeff:

This is in response to your request for a proposal to provide Engineering Services for the above referenced project.

For purposes of definition in this proposal, East Stroudsburg Area School District will be known as the "Client" and as the "Owner", and the subject proposal as the "Project". SAE is the abbreviation for Strunk-Albert Engineering.

1.0 PROJECT DESCRIPTION

The J.T. Lambert Intermediate School is approximately 184,000 square feet on 3 floors, only a portion of the building is air conditioned and these systems are approximately 25 years old. The School Board would like to consider renovating the existing mechanical systems and adding air conditioning to the remaining portion of the building. The only air conditioning system that will remain will be what is serving the cafeteria because it is approximately 6 years old.

There are multiple HVAC systems that can provide air conditioning. During our meeting at the school on Tuesday, October 29, 2013, we discussed multiple options and immediately ruled some of them out because they were not suitable for this building due to existing construction limitations. For example, the roof structure was never designed for heavy roof top packaged units and the ceiling space above the classrooms is limited. Typically when buildings are designed for central air conditioning utilizing ductwork approximately two feet of ceiling space is included in the building height on each floor. Currently there is approximately six to eight inches from the ceiling to the underside of the steel. The following are systems that we reviewed and ruled out due building limitations.

1. Packaged roof mounted HVAC units with integral heat, refrigerant air conditioning, and energy recovery ventilation supplying VAV units in each classroom.
2. Variable refrigerant ductless split units with dedicated outside air units for ventilation.

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5

**HVAC Renovations for Central Air Conditioning
J.T. Lambert Intermediate School - Proposal
November 5, 2013
Page 2 of 12**

3. Individual vertical packaged classroom unit ventilators with integral energy recovery, air conditioning and hot water heat.
4. Small individual air handling units in each classroom that would require removal of a closet and packaged roof mounted dedicated outside air units for ventilation.
5. Central air handling units with VAV zones for each classroom.

Some of these systems, although not mentioned would include a central chiller and chilled water piping distribution through the school. Others are packaged air conditioning systems.

The three that seem most viable for this school are:

Option #1: Unit Ventilators: Replace the existing unit ventilators with new that have a hot water coil and chilled water coil. The footprint inside the classroom would be similar to what is currently in operation. Replace the air handling units or the refrigerant coils in the auditorium, office, library and interior classrooms. A central chiller with ice storage would be installed near the boiler room and chilled water piping distributed through out the school to the various terminal units.

* Option #2: This is similar to Option #1 with the addition of roof mounted dedicated outside air units with built in energy recovery for the classrooms. This would include smaller ductwork run in the ceiling space of the corridor delivering fresh air to each of the classrooms. This system allows for energy recovery, better control of ventilation air, and improved humidity levels in the building.

* Option #3: Chilled beams in the classrooms served by a roof mounted dedicated outside air ventilation unit. The other areas mentioned in Option #1 would be similar under this option. Under this option the unit ventilator would be eliminated and the opening filled with shelves.

Option 1 above will have the lowest installed cost but the highest operating cost because there is no energy recovery for the ventilation air that is being brought into the building. It is difficult to estimate construction costs at this point in the process, however in the past we have found that including energy recovery in the design for a school typically offers an 8 year return on investment. In addition, better ventilation control is provided because the exact amount of air flow is provided. In addition because the outside air is being treated directly it provides better humidity control in the cooling season.

The big difference between Option 1 and Option 3 is that unit ventilators will be eliminated in the classrooms. We often receive reports from teachers and staff that the classroom unit ventilators are noisy and disruptive to the learning process. The chilled beam system is much quieter. Central ductwork is needed but the size of the ducts is approximately 1/3 to size of a fully ducted system because it is only delivering the ventilation air to the classrooms. This type of system is currently being installed at the Stroudsburg High School in the original two story wing. This system was chosen there for similar reasons. The teachers and staff did not like the



**HVAC Renovations for Central Air Conditioning
 J.T. Lambert Intermediate School - Proposal
 November 5, 2013
 Page 3 of 12**

noise from the unit ventilators and because of limited ceiling space a VAV ducted system was not possible. The difference in cost between Option 1 and Option 3 cannot be determined at this stage of the process but I feel that Option 3 will be more expensive than Option 1 and similar in cost to Option 2 but has the benefits of Option 2 in terms of energy recovery for the ventilation air.

Heating and cooling outside ventilation air is one of the biggest users of energy in a school building. If energy recovery ventilation is incorporated into the design approximately 70% of the energy is returned back into the make up air that is delivered to the building. The other big advantage to the energy recovery ventilation system is that the exact amount of air flow is known and can be measured. Bringing ventilation air in through unit ventilators is difficult to balance and building are often over ventilated or under ventilated. If over ventilated, excess energy is used and if under ventilated the indoor air quality suffers.

If first cost is the consideration than Option 1 should be chosen. For a quiet system with lower operating cost Option #3 should be chosen.

We feel that the project budget should be in the range of \$4m to \$6m for the HVAC and \$500,000. for the lighting upgrade.

2.0 DESIGN PHASE - SCOPE OF WORK

Architectural Design				
SAE Scope	Not Included	By Others	Remarks	Service or System to be Designed
X				Removal of ceilings for installation of piping. Reuse grid/tiles or new depending on location and condition.
X				New soffits and chases for piping and ductwork
X				Concrete support pads for new chiller, ice tanks, and pumps.
X				Roofing notes and details for new equipment curbs or removal of old equipment curbs.

7



HVAC Renovations for Central Air Conditioning
J.T. Lambert Intermediate School - Proposal
November 5, 2013
Page 4 of 12

Plumbing Design				
SAE Scope	Not Included	By Others	Remarks	Service or System to be Designed
X				Condensate drain piping for the new AC units

Fire Protection Design				
SAE Scope	Not Included	By Others	Remarks	Service or System to be Designed
X				Sprinkler system design

Mechanical (HVAC) Design				
SAE Scope	Not Included	By others	Remarks	Service or System to be Designed
X				Heating, Cooling, and Ventilation load calculations
X				HVAC recommended zoning floor plans
	X			HVAC System - Life Cycle Cost Analysis
	X			Building Energy Modeling - Computerized Analysis
X				Feasibility study to compare the three suggested options
X				Meet with Client to discuss system options, zoning plans, and recommendations
X				Modifications to the existing heating systems or new equipment to convert to include air conditioning.
X				Modifications to HVAC equipment serving areas of the building that have air conditioning. This could be replacement of the AHU or just the cooling coil. Roof mounted condensing units will be removed.
X				Central chiller and ice storage
				Chilled water distribution piping.



**HVAC Renovations for Central Air Conditioning
 J.T. Lambert Intermediate School - Proposal
 November 5, 2013
 Page 5 of 12**

	X			Modifications to the Café HVAC.
X				Modifications to the exhaust systems if DOAS is used.
X				ATC using central DDC system. Elimination of the pneumatic control system.

Electrical Design				
SAE Scope	Not Included	By others	Remarks	Service or System to be Designed
X				Evaluation of the existing electric service capacity to determine if it can handle the new loads. Modification to the main service to accommodate the new chiller load.
X				Modification to the power to new air conditioning units.
X				Power wiring to the new DOAS units if used.
X				Lighting replacement: T-12 to T-8 fixtures and replacement of incandescent to LED or fluorescent.
	X			Site lighting replacement

Structural Engineering				
SAE Scope	Not Included	By others	Remarks	Service or System to be Designed
X				Evaluation of the existing steel to determine if it can handle the weight of the new rooftop DOAS units if used.
X				Engineering for design of supplemental supports for roof mounted equipment. This includes framing plan, details, schedules, and specifications, as well as framing details for duct chases and roof openings

General Services (Design Phase)				
SAE Scope	Not Included	By others	Remarks	Services and Deliverables to be Provided



HVAC Renovations for Central Air Conditioning
J.T. Lambert Intermediate School - Proposal
November 5, 2013
Page 6 of 12

X				Site investigation as required to develop the working drawings. Reasonable efforts will be made to survey as-built conditions. Hidden conditions or inaccessible spaces may be shown diagrammatic based on assumptions and original design drawings. .
		X	By Owner	Initial contact with applicable Utility Companies to establish an account number or project work order number.
X				Coordinate service changes (if needed) with the power company once the DR number is obtained.
X				Prepare AutoCAD floor plans
X				MEP systems code analysis and ventilation schedule
X				Design coordination meetings with Owner
X				Technical specifications; MEP Div. 21-28, CSI format
X				Front-end specifications; Div. 0 and 1; includes General Conditions, Supplemental Conditions, Bidding Instructions, Bid Forms, Contract Requirements (bonds, contract forms, insurances, wages rates), etc.
X				Energy compliance COMcheck forms for the MEP systems. <i>Building envelope COMcheck is by the Architect.</i>
		X	By Contractor	Permit / Code Review; submit permit applications, documents, and fees to local/state AHJ.
X				Construction Budget Cost; opinion of probable construction costs on a \$ / s.f. basis, using Means Data Book and/or our experience with recent similar projects. <i>Detailed 'line-item' labor and material breakdown cost estimates are not included.</i>
		X		Construction Cost Detailed Estimate; line-item labor and material itemization using costs from vendors, manufacturers, Means data, and other resources.
	X			Value Engineering (MEP systems); meetings, cost analysis of options/alternatives, revisions to completed design
	X			LEED Certification; project registration, energy modeling, documentation, reporting.
X				Progress submission drawings; emailed in .pdf format
				Final drawings/specifications; emailed in .pdf format
X				Final/Permit documents; signed and sealed by PE

3.0 BIDDING

Bidding Phase Services				
SAE Scope	Not Included	By others	Remarks	Services to be Provided
X				Answer RFIs, prepare addenda, telephone consultations
X				Issue bid documents and manage planholders list
X				Attend pre-bid meeting
X				Receive and tabulate bids
X				Attend bid opening
X				Review bid results and make recommendation for award
	X			Value engineering or redesign

4.0 CONSTRUCTION PHASE

Construction Phase Services				
SAE Scope	Not Included	By others	Remarks	Services to be Provided
In-House Services:				
X				Prepare Owner/Contractor Agreement(s) for selected bidder(s)
X				Review shop drawings and submittals
X				Answer RFIs, prepare sketches, telephone consultations
Construction Reviews:				
X				Attend pre-construction meeting
X			(12) included	Perform construction reviews / site meetings, issue report
X			(2) included	Perform punchlist inspection, issue report
Closeout Services:				
X				Prepare record drawings and submit in .pdf format
	X			Witness equipment/systems testing, attend Owner's training and instruction sessions
	X			Perform MEP systems commissioning

5.0 ASSUMPTIONS

- A. The MEP systems for this project are assumed to be 'conventional' system design. While SAE is a strong advocate of "Green" design we have not included engineering for renewable energy systems such as geothermal heat pumps, solar, wind, rain water harvesting, gray water, day lighting, etc.
- B. Electronic document files shall remain the property of SAE. Occasionally, if in the best interest of SAE, electronic files may be delivered to the client for the purpose of review only. In no case shall the client release the electronic files or hard copies of the same to third parties.

6.0 ADDITIONAL SERVICES

- A. Any services not indicated to be included or provided by SAE in Sections 2.0, 3.0 and 4.0 are available on a time and expense basis based on the hourly rate schedule included below.
- B. We did not include a fee for the commissioning of the MEP systems but can if desired. As a part of the project closeout, the contractors are responsible for providing "as-built drawings", operation and maintenance manuals, certificates of final inspection, equipment testing, testing and balancing reports, and instruction to the owner in the operation of all systems. We have been finding that these closeout procedures are often not given the attention that they should receive. Therefore, we recommend that the owner give serious consideration to being closely involved in these closeout procedures, and, to take it a step further; include our firm to commission the MEP system and to assist the owner in inspecting the final installation to insure that all systems are operating properly.

When the installation and system operations are not checked and verified problems often develop after the warranty is expired. This then costs the Owner additional money to repair installation defects. Performing detailed system verification under the warranty period greatly reduces Owner frustration and cost.

7.0 CLIENT / OWNER RESPONSIBILITIES

- A. The Client will provide information to SAE regarding the proposed project budget and project limitations.
- B. The Client's solicitor will review and approve the front-end bidding documents.

8.0 FEES AND EXPENSES

- A. **Public Bidding Project**
Our fee is based on the understanding that the project will be competitively bid in accordance with public bidding requirements and will involve separate prime



contractors. Therefore, we have included adequate time to develop the detailed drawings and specifications appropriate for this bidding and construction method.

B. Construction Phase - Assumption:

We have provided a fee for involvement during the construction process, as reflected in Section 4.0 above, which is based on the assumption that the work will follow a timely schedule and the contractor(s) will perform to the terms of their contract. Our fee does not include services required or requested due to lack of performance of the contractor(s), unforeseen field issues that arise, additional inspections or job meetings. If our involvement is increasing beyond our agreed scope of work we will notify you in writing requesting approval for additional services. If our involvement is needed for additional meetings at the site or other issues, our fee can be adjusted accordingly, or provided on an hourly basis

C. Lump Sum Fee:

STRUNK - ALBERT ENGINEERING proposes to provide the engineering services for this project as outlined above on a flat fee basis for each phase, or as otherwise indicated below. The fee will be billed monthly as a percentage of completion for each phase:

1.0 DESIGN PHASE

MECHANICAL – ELECTRICAL ENGINEERING

	Option #1	Option #2 or #3
Schematic Design	\$ 40,000.00	\$ 50,000.00
Design Development	\$ 50,000.00	\$ 70,000.00
Construction Documents	<u>\$ 95,000.00</u>	<u>\$ 120,000.00</u>
Total for Design Phase	\$ 185,000.00	\$ 240,000.00

STRUCTURAL ENGINEERING

	Option #2 or #3
Schematic Design	\$ 2,000.00
Design Development	\$ 4,000.00
Construction Documents	<u>\$ 6,000.00</u>
Total for Design Phase	\$ 12,000.00

**HVAC Renovations for Central Air Conditioning
 J.T. Lambert Intermediate School - Proposal
 November 5, 2013
 Page 10 of 12**

2.0 BIDDING PHASE
 Bidding Services \$ 12,000.00

3.0 CONSTRUCTION PHASE
 Construction Administration Services \$ 44,000.00
 Closeout Services \$ 5,000.00

4.0 FEE TOTAL FOR BOTH OPTIONS

	Option #1	Option #2 or #3
Fee Total	\$ 258,000	\$ 313,000

4.0 ESTIMATED REIMBURSABLES

Estimated Reimbursables \$ 3,000.00

If the Engineering Scope of Work for this project changes to the point that our fee structure can not cover the additional work we will provide written notice and request that our fee be re-negotiated.

Should the project fail to continue, or should the project be canceled at any time or reason through no fault of SAE, costs for services rendered to date will be due.

D. Additional Services are available at the following flat hourly rates;

Principal:	\$130.00 per hour
Staff Engineer:	\$ 95.00 per hour
Designer:	\$ 80.00 per hour
Field Engineer	\$ 80.00 per hour
Drafting:	\$ 65.00 per hour
Clerical:	\$ 45.00 per hour

E. Reimbursable Expenses

The Basic Service fees indicated above do include SAE's anticipated expenses such as travel to project site, printing for SAE use, telephone and fax use, standard postage.

Reimbursable Expenses are in addition to compensation for Basic and Additional Services and include expenses incurred by SAE in the interest of the Project. Those costs are as follows:

14



**HVAC Renovations for Central Air Conditioning
J.T. Lambert Intermediate School - Proposal
November 5, 2013
Page 11 of 12**

1. Fees paid for securing approvals of authorities having jurisdiction over the project.
2. Expense for advertising of the project in newspapers or web sites.
3. Expense of reproductions including blueprints, sepia, CAD plots, computer disks, specifications and other media required by the project.
4. Expense of overnight shipping and/or messenger service for drawings or other media.

Document reproduction costs are as follows:

<u>Paper Size</u>	<u>Sheet Cost</u>
8½ X 11"	\$ 0.10/page
11 X 17"	\$ 0.25/page
24" X 36"	\$1.70
24" X 36" (mylar)	\$5.50
30" X 42"	\$2.45
36" X 48"	\$3.25

Other Charges:

Regular ground UPS delivery	\$10.00/package
Express mailing/overnight shipments	\$35.00/package
Courier delivery	\$45.00/tube/roll
	\$45.00

F. Payment

The Client agrees to pay STRUNK - ALBERT ENGINEERING invoices within 30 days of the invoice date.

If this project does not proceed within 6 months of the date of this proposal we reserve the right to re-evaluate our fee and adjust based on current costs. If this project proceeds but is then placed on hold for more than 3 months we reserve the right to apply a re-activation fee.

It is also understood that our payment is not contingent on the Owner obtaining financing for this project. We will be paid for services rendered regardless of the final development of the project.

15



**HVAC Renovations for Central Air Conditioning
J.T. Lambert Intermediate School - Proposal
November 5, 2013
Page 12 of 12**

9.0 Acceptance

We appreciate your interest in working with STRUNK - ALBERT ENGINEERING. I am sure that you will find the services timely and of high quality. If this Proposal meets your satisfaction, please sign one copy and return it to our office.

Very truly yours,

STRUNK - ALBERT ENGINEERING



David B. Strunk, P.E.
Partner

I have reviewed the above proposal and hereby authorize STRUNK - ALBERT ENGINEERING to proceed with the outlined services.

Signature	Title	Date
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16





RELEVANT EXPERIENCE

EDUCATIONAL

East Stroudsburg School District:

South Campus
Intermediate / High
School:

Complete design of mechanical systems for the 350,000 sq. ft. renovations and additions to existing High School. HVAC system consisted of gas-fired hot water boilers and cooling system included centrifugal chillers with outdoor condensing units. Electrical system included complete replacement of electrical distribution, new lighting and power to new equipment throughout building. Project also included new telecommunication system and computer networking



Resica Elementary:

Complete design of mechanical and electrical systems for the 70,000 ft² school. HVAC system included an off-peak heating thermal storage system and ice storage.

Bushkill Elementary:

Complete design of mechanical and electrical systems for the 70,000 ft² school. HVAC system included oil-fired boilers and a partial ice storage cooling system. Project also included extensive site utilities for other schools on the campus. Electrical systems included telecommunications systems.

East Stroudsburg
Bus Garage Project:

New transportation garage and offices for the North Site Campus for the East Stroudsburg School District. Project consisted of underground fuel tank for fueling buses, service bay and offices in the building and site lighting for the parking area for the buses



East Stroudsburg
UST Replacement
Project:

Project consisted of design and specifications for removal and replacement of several underground fuel tanks within the District. New installation complied with regulations established PA DER.

Smithfield
Elementary:

Multiple projects were performed which included replacement of existing steam fire tube boiler with two new cast iron steam boilers, new condensate pump system, renovations and addition to the existing facility, whereby increasing its size and student capacity four times.

Middle Smithfield
Elementary:

Replacement of existing water storage system and booster pumps and connection of the sewer system to the new Municipal lateral in the street.



J.T. Lambert
Intermediate School:

Detached addition to the Intermediate School to serve as supplemental class space. This building had standalone HVAC systems, however, the electric, gas, and water was connected to the original building.



RELEVANT EXPERIENCE

EDUCATIONAL
Page 2 of 6

North Campus Intermediate / High School:

Complete design of mechanical systems for the 400,000 sq. ft. school. HVAC system consisted of (3) oil-fired hot water boilers and cooling system included centrifugal chillers with outdoor cooling tower. Project also included new telecommunication system and computer networking

North Campus High Voltage Distribution System:

The entire high voltage distribution system on the Campus was upgraded and replaced with a new system. This included the high voltage distribution equipment connected to the Power Company and new transformers and services to each building on Campus

J.M. Hill School

Two story classroom addition in 1991

J.M. Hill School

New mechanical system for the original building to provide central air conditioning. This included new boilers, chiller, ice storage, and VAV distribution. New fire alarm system, lighting security, electrical service, generator and updated elevator.



Stroudsburg Area School District:

Stroudsburg High School

Complete design of mechanical systems for the 350,000 sq. ft. renovations and additions to existing High School. HVAC system consisted of gas-fired hot water boilers and cooling system included cooling tower, centrifugal chillers with chilled beams in classrooms. Energy recovery for restroom exhaust. Electrical system included complete replacement of electrical distribution, new lighting and power to new equipment throughout building. Project also included new telecommunication system and computer networking. Building is scheduled for LEED Silver.

Morey Elementary

New Boilers and classroom renovations

Ramey Elementary

New Boilers and heating upgrades

Clearview Elementary

New Boilers and heating upgrades; Library Renovations

Hamilton Elementary

Central Office renovations





RELEVANT EXPERIENCE

EDUCATIONAL

Page 3 of 6

Pocono Mountain School District:

Pocono Mountain H.S.: Renovations to the existing kitchen and an addition to the cafeteria. Total HVAC renovations for the original portion of the High School. Project included replacement of ductwork and new packaged multi-zone rooftop units

Pocono Mountain Stadium: Lighting design for the Football Field Stadium and for the High School parking lot.

Pocono Mountain UST Replacement Project: Design and specifications for removal and replacement of several underground fuel tanks within the District. New installation complied with regulations established PA DER

Evergreen Charter School Renovations to the Family and Consumer Sciences classroom.



Bangor School District:

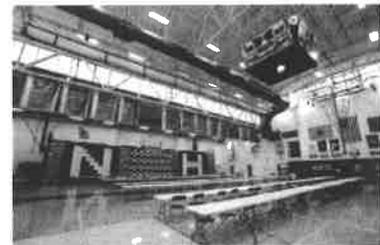
Bangor Senior H.S.: Complete mechanical and electrical renovations to the existing 80,000 sq. ft. High School and mechanical / electrical design for an 80,000 sq. ft. building addition. Project included new gas service and conversion of the electric heat to gas-fired hot water system. The addition included all new Science Classrooms, Locker Facilities and Gymnasium. The electrical design included complete building telephone and intercom system and computer networking cabling

Bangor Middle School: Complete mechanical and electrical renovations to the existing Middle School. Project included conversion of electric heat boilers to gas-fired system and new packaged chillers. Electrical design included new lighting throughout the facility and upgrades to the power distribution system



Pleasant Valley School District:

Pleasant Valley UST Replacement Project: Project consisted of design and specifications for removal and replacement of several underground fuel tanks within the District. New installation complied with regulations established by PA DER





RELEVANT EXPERIENCE

EDUCATIONAL
Page 4 of 6

Pleasant Valley Bus
Garage Project:

Performed evaluation and feasibility study of existing building to determine if the building meets present needs and projected needs for the busing services for the District.

Central Columbia School District:

Middle School

Multiple projects were performed which included renovations and addition to the existing facility, whereby increasing its size and student capacity.

Southern Columbia School District:

G.C. Hartman
Elementary Center

Renovations to office core area.

Southern Columbia
Area High School

Two additions to existing building for new gymnasium and classroom wing.

Other PA Schools:

Monroe County
Vocational – Technical
School

6,000 sq. ft. addition to the existing building for a Nursing School Program. Project required connections to the existing building utilities and new heating and air-conditioning system for the addition.

Northwestern Lehigh
School District:

District-wide upgrade to voice communication system

NJ Schools:

West Amwell
Elementary School:

Complete mechanical and electrical renovations to the existing 30,000 sq. ft. Elementary School and a 5,000 sq. ft. addition

Berkeley Heights
School District

Several projects were performed to provide in the additions and renovations to various schools for the Berkeley Heights School District. Mechanical and lighting systems were upgraded as part of various building renovations and additions, as well as ADA upgrades, boiler replacements, etc. for the School District





RELEVANT EXPERIENCE

EDUCATIONAL
Page 5 of 6

North Hunterdon-
Voorhees Regional
High School:

The North Hunterdon High School - Clinton project's scope of work includes a 20,000 ft² classroom addition, 22,500 Gym/Locker Room addition, renovations to existing classroom space for new TV Studio and Choral Room, renovation to interior space for new Teachers Lounge and Cafeteria, and renovations to the Locker Room for new Field Locker Room.

North Hunterdon High School – Voorhees project's scope of work includes a 1200 ft² addition and 5400 ft² renovation



Bordentown Regional
School District:

Building evaluation outlining a 5-year plan for renovations and additions to the four different schools within the Bordentown Regional School District.

Hoover Elementary
School:

4,000 sq. ft. Classroom addition to the existing building, consisting of standalone. HVAC system and new core bathroom facility for future Multi-purpose Room addition.

Immaculata Grammar
School:

Mechanical / electrical system design for a 25,000 sq. ft. addition to the existing High School. Addition included all new Science Classrooms and Locker Facility

Frankford Township
Consolidated
Elementary School:

Renovations to the existing Art Room and Office Area for a new educational program. Project required renovating the existing mechanical and electrical systems.

Edison Township
Schools:

Various projects for the School District consisted of Mechanical and Electrical Engineering services for renovations and additions to 13 schools for the Edison Township Board of Education. Such revisions included boiler replacements, ADA upgrades for the plumbing, HVAC and electrical systems for the different schools

North Warren
Regional School
District:

HVAC system renovation, specifically the chiller was replaced at the High School with new that included Direct Digital Control (DDC) technology that provided the functions necessary for control of mechanical systems in the school building

North Warren
Regional School
District:

Boiler replacement at the 105,000 sq. ft. High School Facility that included domestic water heater replacement, since the existing water storage tank is the same age as the boilers. This system was also at the end of its useful life. Included with this project was an emergency generator system that was





RELEVANT EXPERIENCE

EDUCATIONAL
Page 6 of 6

designed and installed for use during power interruptions

Elizabeth School
District

We have provided MEP services to over twenty summer renovation and upgrade projects for this district.

Charter Schools:

Evergreen Charter
School, Cresco PA

Renovations to the Family and Consumer Sciences classroom.

Trenton Academy,
Trenton, NJ

Renovations to the Science Room in the High School

Trenton Academy,
Trenton, NJ

Feasibility Study for the HVAC renovations to the Middle School.

Learning Community
Charter School, NJ

Renovations to the Art Room and Library.



EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
November 18, 2013

Carl T. Secor Administration Center - Board Room
7:00 P.M.

ADDENDUM B

XI. PERSONNEL ITEMS

O. Central Administrative Staff

(The following item(s) are to be deleted from the consensus motion at Board Member(s) request.)

RECOMMENDATION: Motion to approve the appointment of the central administrative staff designated, in accordance with the approved applicable policies, procedures [*subject to proper completion of all necessary documents and obtaining all necessary positive clearances*] and contractual agreement.

1. Appointment

Name

Appointment

a. Lesniewski, Thomas

Assistant Superintendent for Curriculum and Instruction
(Grades 6 -12)
Salary: \$118,000.00, prorated
Effective Date: to be determined
This is a new position.

(See page 2)

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
November 18, 2013**

**Carl T. Secor Administration Center - Board Room
7:00 P.M.**

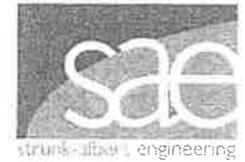
ADDENDUM D

XVIII. FISCAL ITEMS

(The following item(s) are to be deleted from the consensus motion at Board Member(s) request.)

Q. Mechanical & Electrical Upgrades - J.T. Lambert

RECOMMENDATION: Motion to accept the bid of Spotts Brothers, Inc. in the amount of \$38,860.00 for replacement of the heat pump at Resica Elementary School, to reject Alternate Bid Prices 1 and 2, and to authorize the officers of the Board to execute contract documents with Spotts Brothers, Inc. upon receipt of necessary contract documents as called for in the bid specifications and review of the insurance information by the school district's insurance agent.



ESSD Resica Elementary School

Heat Pump Replacement

Project # 15613

Bid Date: November 13, 2013 – 1:30 P.M.

Bidder's Name	Base Bid Form	Alternate No 1	Alternate No 2	Non-Collusion Affidavit	Statement of Bidder's Qualifications	Construction Schedule	Bidder's Checklist	Bid Security/Bond	Addendum No. 1	Certificate of Insurance
Bognet, Inc	59,714.00	—	—	✓	✓	✓	✓	✓	✓	✓
JBM Mechanical	54,000.00	+ 10,000.00	+ 10,000.00	✓	✓	✓	✓	✓	✓	✓
LH Reedz' Sons	53,121.00	—	—	✓	✓	✓	✓	✓	✓	✓
Spotts Brothers	38,860.00	—	—	✓	✓	✓	✓	✓	✓	✓
Super Heat, Inc.	63,400.00	—	—	✓	✓	✓	✓	✓	✓	✓