

EAST STROUDSBURG AREA SCHOOL DISTRICT PROPERTY AND FACILITIES COMMITTEE MEETING MINUTES

October 2016

The chairperson, Wayne Rohner called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance. Those present were Bob Cook, Bob Gress, and Wayne Rohner.

A motion was made by Wayne Rohner to approve the minutes from the August 4, and September 15, 2016 meetings along with the agenda for October 6 with the members of the Committee reserving the right to add to the agenda and take further action in the best interest of the District. Motion seconded by Bob Gress. All approved.

ANNOUNCEMENTS - The next Property and Facilities meeting is scheduled for 5:30 p.m. Thursday, November 3, 2016 at the Carl T. Secor Administration Center.

I. ITEMS REQUIRING ACTION

A. HIGH SCHOOL SOUTH STADIUM REPAIRS

Ben Brenneman was not available, so Scott Ihle explained the fieldhouse and stadium repair list handout and is looking for direction to proceed. If this project is put out to bid we would need to pull a project from the capital plan attached on the second page or borrow money. Jeff Bader said two components were brought to the board, ceiling tiles and lights. The board was told these two projects could be done alone. This committee can recommend if they want to approve this smaller project or recommend the entire project. Then we would need to reallocate funds to go in this direction.. Wayne Rohner would like 30 days to review the project. Bob Gress mentioned doors. Jeff Bader said doors are a maintenance item. We can fix door by door as a maintenance repair. If we say all the doors are shot and need to be replaced at a cost to exceed the bid threshold then we cannot proceed without going to bid. Wayne Rohner noticed the kitchen was included in the project. Bob Gress is concerned that one project will lead to another and we really need prioritize. This item will need to be put on the November agenda for discussion.

B. JOSH GRICE; D'HUY ENGINEERING - PROJECT UPDATES

- 1. NORTH CAMPUS PAVING** - Scott Ihle noted the "As Built Plan" were included in the packet. Josh Grice updated the committee on the project and explained in detail the reasoning for the change order and costs associated. Bob Gress shared his concerns regarding the curb difference and pricing and thanked Josh for the explanation.
- 2. HIGH SCHOOL SOUTH LIBRARY** - Josh Grice (D'Huy) updated the committee on this project, followed by a discussion by the committee. Scott Ihle informed the committee that in addition to a current leak at the large replacement window, we are experiencing a leak in HSS room number 122 which coincides with the window project installation in this area. Mesko glass will be conducting water tests in both areas on Monday, October 10. We will be monitoring it. Josh Grice recommended payment for South Library, since we still hold a performance bond. Bob Gress is concerned about the leaks in the pool wall area. Curtis Beam informed the committee the repairs have been made.

C. CERTIFICATION FOR PAYMENT

- 1. NORTHEAST SITE CONTRACTORS (Paving Project) \$126,547.91** - Scott Ihle noted the pay application attachment. Jeff Bader noted the change order was included in this application.
- 2. NORTHEAST SITE CONTRACTORS (Paving Project) \$14,060.89** - Wayne Rohner asked if we are holding his payout. Jeff Bader said he recommends we pay it because they have done all the work.
- 3. BOGNET, INC. HSS LIBRARY PROJECT - \$13, 026.00 (Final Payment)** - Wayne Rohner noted this is a final payment. Scott Ihle noted we are waiting on a water test and recommends holding the payment pending the test results.

D. RFP SNOW PLOWING SERVICES BID RESULTS

Scott Ihle noted the attachment and would like to start with Admin South and Maintenance Garage. One bid was received was from Precision Excevatng, they have been plowing here for some time, they will also have JTL/Bus Garage. Scott Ihle responded to a question regarding damage; we have had some minor damage, it was repaired in house and Precision reimbursed the district. They did damage guardrail and made good on that as well. ER Linde was the only bidder for the North Campus. They were also our contractor from last year and Scott's understanding for several years. Jeremy Smith Landscaping and Precession Excavating both bid on JMH, Smithfield and ESE. Precession Excavating was awarded the bid. Bob Gress wanted to make sure Precession had enough trucks. Scott Ihle said he confirmed with them, and he can only go on the response he received which was yes. No bids were received for Resica and Middle Smithfield. Jeremy Smith and Precession Excevatng were asked and each submitted a bid. Jeremy Smith came in lower for these two schools. Bob Gress asked what happened to our previous contractor. Scott Ihle said he was no longer interested. Scott Ihle said this is a three year contract for 2016-17, 17-18 and 18-19 school years, with a two-year renewal option for 19-20, 21-22. Bob Gress was concerned about snow removal costs. Jeff Bader stated this is only if they need to remove the snow from the property. Bob Gress asked who checks the salt mix. Scott Ihle said that the mix is a requirement. Bob Gress stated they could throw cinders down not the salt mix to save costs and we should be checking.

E. JMH PLAYGROUND BRIDGE REPLACEMENT - \$3,906.75

Scott Ihle noted the attachment from Recreation Resource USA. This is to remove the bridge that takes you from one section to the other. Without the bridge the sliding board cannot be used. The bridge is a safety issue. Their recommendation was to use a stair at one end and the other end can be fenced off. Bob Gress does not understand why someone can't figure out a way to fix the bridge. Mrs. Arnold is looking into replacing the entire playground and why put extra monies into the playground at this point. Scott Ihle stated he and Curtis Beam did many hours of research and this is the best way. Bob Gress stated \$4,000 was a lot for a set of stairs.

II. ITEMS OF DISCUSSION/UPDATES

A. HIGH SCHOOL SOUTH OLD MAIN GYM

Scott Ihle reported the gym floor is 100% complete. Miller Flooring is going to have a demo on cleaning and maintenance next week.

B. MIDDLE SMITHFIELD - ATTIC ABATEMENT

Scott Ihle said IAT completed October 5. Quad Three is testing and results should be received midweek. The next step is the attic insulation which went out to bid. A pre-bid meeting is scheduled for the beginning of October. If the tests from Quad Three come back satisfactorily we can move forward, if not then we will need IAT come back before we can proceed.

C. RESICA - ATRIUM ROOF REPAIR

Scott Ihle said C&D Waterproofing did repairs September 22-23, 2016. We had a maintenance employee go up this week and found the ceiling is dry on the right side, however on the left side we did find moisture. C&D Waterproofing will go up next week so they can repair this leak. Once the roof is dry Quad Three will perform moisture testing to make sure we are ready to make the final repairs. Scott Ihle said the plywood and rafters were wet. Bob Gress asked if these problems come from shutting down HVAC. Scott Ihle said we never shut down HVAC system, only lower set points.

D. MAINTENANCE VEHICLE PURCHASE

Scott Ihle said for informational purposes we are looking at replacing our 2004 vehicle that has had mechanical issues since 2013. Our staff has been stranded at various location and it also has rusting in the rear floor area. From 2013-present the vehicle has been in for the same repair on six different occasions at a cost of \$7000. We are researching a new vehicle similar to the one we purchased in March of this year. Bob Gress asked if it was budgeted. Scott Ihle said we have \$49,000 budgeted for replacement equipment. Bob Gress said our employees should not be stranded.

E. WALNUT STREET PROPERTY FOR SALE

Jeff Bader said the property owner approached him. Scott Ihle said it was a good size lot and faces the Little League Field. Wayne Rohner asked for the assessed value. Scott Ihle said the assessed value is \$149,000. Jeff Bader said if you want to continue we would have to have it appraised.

III. MOTIONS - Bob Gress made the following motions and seconded by Bob Cook.

- A. Motion to hold the HSS Stadium Repairs until next month so the Committee can review the project as submitted. All approved.
- B. Motion to proceed with final payment to Northeast Site Contractors for the North Paving Project. All approved. Moved to Finance Committee
- C. Motion to approve final payment to BogNet for High School South Library subject to water test result and in house monitoring. All approved. Moved to Finance Committee
- D. Motion to accept the low bid for snow removal for each school for two years, with the option of a three year renewal. All approved. Moved to Finance Committee
- E. Motion to temporarily repair the bridge on the JM Hill playground equipment at a cost of \$3,906.75. All approved.

IV. ADJOURNMENT

Wayne Rohner made a motion to adjourn at 6:40 p.m.

Minutes transcribed by Kelli Oney - Secretary to Directors of Facilities and Technology Services.