

**EAST STROUDSBURG AREA SCHOOL DISTRICT
PROPERTY AND FACILITIES COMMITTEE MEETING MINUTES
September 5, 2019**

Wayne Rohner called the meeting to order at 5:31pm and led the Pledge of Allegiance.
Committee Members Present: George Andrews, Larry Dymond, Wayne Rohner

School Personnel Present: Brian Baddick, Brian Borosh, Scott Ihle, Chief Mill, Dr. William Riker

Non-School Personnel Present: John Colledo, Vincent DeAngelis, Kimberly Deblasio, Josh Grice, John Linn, and David Rifendifer

A motion was made to approve the minutes from the August 1, 2019 and August 13, 2019 meetings along with the agenda for September 5, 2019 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, all approved.

ANNOUNCEMENTS BY THE COMMITTEE: The next Property and Facilities meeting is scheduled for October 3, 2019.

I. ITEMS REQUIRING ACTION:

A. TRANE PROPOSAL - NORTH SITE CONTROLS PROJECT DEFICIENCIES \$49,587.00

Vincent DeAngelis stated we have been working at the North Campus on the controls project and during this time we have come across some deficiencies. The majority of these were hot water valves and will be an issue once the winter season arrives. Mr. Ihle stated these are not project related issues and were found during the project which is why we have received a separate proposal. Mr. DeAngelis stated the majority of these valves were shut off during the controls project and once they were turned back on we began to notice the leaks. These valves have most likely not been shut off for years. The \$49,587.00 is for valves as well as the replacement of coil. Mr. Dymond stated does this estimate include labor? I would like an itemized breakdown of every item included. Mr. Ihle asked if we can submit this breakdown at the finance meeting that way if approved it can be on September's board meeting agenda. The reason why we had Trane present this proposal is due to manpower. We have been completing some work in house however Trane has the manpower to complete this work at a faster rate.

B. TRANE PAYMENT REQUISITION INVOICE # 310156312 \$447,537.89 - NORTH SITE ATC REPLACEMENT

Mr. Ihle stated this invoice is for work at the north site for the atc replacement project. This invoice has been reviewed by D'huy Engineering and is correct.

C. SECURITY CAMERA PROJECT STATUS & REPLACEMENT SCHEDULE

D. J.M. HILL ELEMENTARY SECURITY CAMERAS RFQ RESULTS

Mr. Borosh stated this is an updated copy of the camera schedule I submitted last spring. As you can see Smithfield, TLC, High School South bus garage, Resica, Bushkill, Lehman, and High School North are completed with camera installation. I would also say about 75% of High School South is completed too. Eventually we would like to install new cameras at East Stroudsburg Elementary, and J.T. Lambert however our current focus is installing cameras at J.M. Hill. Mr. Rohner stated doesn't J.T.Lambert and East Stroudsburg Elementary already have cameras. Mr. Borosh stated when East Stroudsburg Elementary was first opened in 2008 it only had 11 cameras we purchased an additional 32 and with J.T. Lambert we purchased cheaper Honeywell cameras. What we are looking to do is have complete camera saturation within these schools. Our hope is to have all the cameras accessible not only to our security but have outside access as well. Allowing outside police and first responders the ability to access our cameras as well should the need arise. With our older system this is not possible. Mr. Andrews stated what are we doing with the old cameras that are being removed. Mr. Borosh stated our intention is to sell them. Mr. Dymond stated the amount you are requesting for cameras does it include cable installation. Mr. Borosh stated these three schools already have cabling so the installation will not be as intensive and the cable currently there will not affect the video quality of the new cameras. Dr. Riker stated just to clarify Mr. Borosh is simply asking for a decision regarding the J.M. Hill camera systems at this time. The other two schools will be looked at next fiscal year. Mr. Borosh stated the money for this project has been budgeted for this fiscal year and is also in the 5-year capital plan. We sent out requests for proposals and four vendors submitted pricing. IntegraOne came back with the lowest bid price so that is who I am recommending to the committee.

E. POTENTIAL SUMMER 2020 PROJECTS FOR COMMITTEE REVIEW

Mr. Ihle stated after having conversations with Dr. Riker we felt it would be beneficial to bring the committee a list of potential projects for next summer. Allowing us time to investigate should the committee want us to move forward with any of these projects. This list is not in any particular order however I would say replacement of the lagoon liners is a priority. All of the projects on this list, with the exception of the lagoon liners, are on the 5-year capital plan. Mr. Andrews stated well I do not think we can look at the North Campus paving project until we figure out the storm drainage issue. Mr. Rohner stated as far as the lagoon liners go it is a notice of violation so I am not going to delay it. Mr. Ihle stated I have asked D'Huy Engineering to investigate. Mr. Rohner stated what is the lifespan of a liner. Mr. Grice stated around 20 years. We are still in the

investigation stage we need to have the lagoons drained and perform an analysis regarding the irrigation system. Mr. Ihle stated we are also looking into carpet replacement at Resica. We have asked Mr. Grice to investigate and provide pricing for VCT versus carpet. Dr. Riker stated this is something that should have been done a long time ago. Mr. Ihle stated there is also a third product you can use in place of carpet and VCT that will save time and money as it does not require waxing and is very low maintenance. We installed it in one room so far so that we can see how it holds up to normal wear and tear. The purpose of this list is to let Mr. Grice know if he should continue to investigate these projects so they may be put out to bid. Mr. Andrews stated what about the J.T. Lambert auditorium upgrades. Are we moving forward with that project. Mr. Grice stated I think we need to have a separate meeting for that project. Dr. Riker stated I know there has been talk of replacing the turf on the football field and it is on the 5-year capital plan. Mr. Ihle stated I have spoken with Robert Sutjak and he has informed me that while it is on the 5-year capital plan it can be pushed out to 2021. Mr. Grice stated I think the Middle Smithfield and Resica wells should be on this list as well. Mr. Ihle stated the committee is aware of the issues. Mr. Grice stated I would like to investigate that further and come back with my findings at the next Property and Facilities meeting. Mr. Andrews stated looking at the J.M. Hill lighting upgrades, why are we not looking into LED. Mr. Ihle stated that is definitely an option and something we need to look into sooner rather than later as the current lights will be discontinued soon and become unavailable to purchase. Mr. Grice stated there are other lighting projects that we need to look at, perhaps this could be something we could put out to bid as a large scale project unless the committee is comfortable finding a vendor that is co-stars approved.

F. TRANE 5-YEAR SERVICE CONTRACT INVOICES - 4TH YEAR OF 5 YEAR AGREEMENT

Mr. Ihle stated this is the fourth year of a five year contract which we have with Trane to service our HVAC systems within the District. I have reviewed these invoices and they are accurate. Mr. Dymond stated what is included in this contract. Mr. Ihle stated this contract is for preventative maintenance all District chillers and controls.

G. CRCS INC. APPLICATION FOR PAYMENT PERIOD 7/09/2019-8/28/2019 HIGH SCHOOL SOUTH CAMERA INSTALLATION \$181,221.75

H. GUYETTE COMMUNICATIONS APPLICATION FOR PAYMENT PERIOD 7/30/2019 NORTH CAMERA INSTALLATION \$22,466.70

I. GUYETTE COMMUNICATIONS APPLICATION FOR PAYMENT PERIOD 8/20/2019 NORTH CAMERA INSTALLATION \$26,674.40

Mr. Borosh stated these invoices are for the camera installation project. I have reviewed them and they are accurate. CRCS is for High School South and Guyette is for High School North.

J. C&D WATERPROOFING APPLICATION FOR PAYMENT NO.4 - RESICA ROOF REPLACEMENT \$176,615.10

Mr. Grice stated this is a monthly progress payment that goes through the end of August. They currently have the shingles installed and are working on gutters and the metal flat roof. Mr. Dymond stated is the vent installed yet? Mr. Grice stated we are going to meet with the Food Services Director and coordinate with him and the company Hobart to see if the vent can be installed with the current ductwork. Mr. Rohner stated are there any issues with flashing. Mr. Grice stated as it relates to the roof I have not seen any flashing issues. As far as masonry work goes that may be a capital project to look into at a future date.

K. JOTTAN INC APPLICATION FOR PAYMENT NO.3 - HIGH SCHOOL NORTH/LEHMAN INTERMEDIATE ROOF REPLACEMENT \$251,595.00

Mr. Grice stated this is a monthly progress payment through August. At this point phase one of the roof is under cap sheet. The next step is to have slag that goes on top of the roof. D'huy Engineering along with Garland have gone through about 60-70% of the punch list. The contractor can not place the stone on top until the punch list is completed. Mr. Rohner stated are we on schedule. Mr. Grice stated we are on schedule and the contractor is going to work weekends to ensure we remain on schedule. There may be one or two items that need to be completed after school begins but it will not impact students.

Mr. Dymond stated with Middle Smithfield where are we in regards to leaks. Mr. Grice stated we have been chasing leaks that are repeat offenders. We were looking at roof mechanical units. We believe it could be sloping rising walls on either side of the mezzanine causing the leaks. Mr. Ihle stated that Garland roofing has been investigating and they have exhausted all of their efforts. They do not believe it is roof related. Mr. Grice stated I think we need to focus on the exterior walls as an explanation to the leaks.

II. ITEMS FOR DISCUSSION

A. NORTH CAMPUS BUS LOT GENERATOR UPDATE

Mr. Ihle stated I am discussing this because there was discussion regarding the generator at the last Property and Facilities meeting. I spoke with Engines Inc. and the engine was ordered on June 5th, the day after the Board approved. Currently we are at day 92. Engines Inc. stated it could take 80-100 days for the engine to arrive.

B. HIGH SCHOOL SOUTH STAGE REPLACEMENT UPDATE

Mr. Ihle stated we experienced some workmanship issues with the contractor and they have since been back three to four times to make repairs on the stage. They have not completed the project yet and we are awaiting their return. Dr. Riker stated I did see the work the contractor did at J.T. Lambert and I believe they did a much better job on the J.T. Lambert stage.

C. CURRENT CAPITAL PAYMENTS

Mr. Ihle stated this is simply an updated list of current projects that have been paid. This was originally presented at the Finance Committee meeting. Some of the Property and Facilities committee members thought it would be beneficial to have it at this meeting as well.

D. 5 YEAR CAPITAL PLAN

Mr. Ihle stated not much has changed on the capital plan. Mr. Dymond stated maybe we should have a work session regarding the capital plan so that we can discuss further what projects need to be prioritized.

III. PUBLIC PARTICIPATION

Kimberly Deblasio stated I was curious as to whether or not the District had been evaluated for green energy savings. Mr. Rohner stated I have asked about wind turbines for the north campus. Ms. Deblasio stated the Northampton Community College monroe campus is designed to be green. I did a tour with the Girl Scouts of America and it is amazing what they have done. There are many grant programs out there for districts that go green.

IV. MOTIONS

- A. No Motion made regarding the Trane proposal for the north site controls project deficiencies in the amount of \$49,587.00. It was recommended that Trane resubmit an itemized proposal for the Finance Committee to review.
- B. Motion made to move to the Finance Committee payment to Trane in the amount of \$447,537.89 for the north site ATC replacement. Motion seconded, all approved.
- C. Motion made to move to the Finance Committee the J.M. Hill Elementary security cameras request for proposal with IntegraOne being the lowest bidder. Motion seconded, all approved.
- D. Motion made to move to the Finance Committee payment to Trane for preventative maintenance invoices for the fourth year of a five year agreement. Motion seconded, all approved.
- E. Motion made to move to the Finance Committee payment payment to CRCS Inc. in the amount of \$181,221.75 for the south camera installation project. Motion seconded, all approved.
- F. Motion made to move to the Finance Committee payment to Guyette Communications in the amount of \$22,466.70 for the north camera installation project for the period of 7/30/2019. Motion seconded, all approved.
- G. Motion made to move to the Finance Committee payment to Guyette Communications in the amount of \$26,674.40 for the north camera installation project for the period of 8/20/2019. Motion seconded, all approved.
- H. Motion made to move to the Finance Committee payment to C&D Waterproofing in the amount of \$176,615.10 for the Resica roof replacement project. Motion seconded, all approved.

- I. Motion made to move to the Finance Committee payment to Jottan Inc. in the amount of \$251,595.00 for the North/Lehman roof replacement project. Motion seconded, all approved.

V. **ADJOURNMENT** - Meeting Adjourned at 8:10pm