

**EAST STROUDSBURG AREA SCHOOL DISTRICT  
PROPERTY AND FACILITIES COMMITTEE MEETING MINUTES - ZOOM  
MEETING  
April 1, 2020**

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

School Personnel Present: Brian Borosh, Scott Ihle, Thomas McIntyre, Dr. William Riker,

Non-School Personnel Present: Josh Grice, Bill Miller

A motion was made to approve the minutes from the March 4, 2020 meeting along with the agenda for April 1, 2020 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.

Mr. Rohner stated I want to ensure we have the High School South swimming pool on the agenda so that we can move forward with repairs. I know there were options discussed based on the scope of work. Mr. Grice stated that was discussed at the last property and facilities meeting. We discussed Diamond Brite plaster as an option or tile. We are working on bid packages.

**ANNOUNCEMENTS BY THE COMMITTEE:** The next Property and Facilities meeting is scheduled for May 6, 2020.

**I. ITEMS REQUIRING ACTION:**

**A. HIGH SCHOOL NORTH GYMNASIUM FLOOR REPLACEMENT REPORT/ PROPOSAL**

- 1. Option #1 - AACER-LOC \$342,540.00**
- 2. Option #2 - POWER-LOC LP \$328,400 (Recommended)**
- 3. Alternate #1 - Power Vent Airflow \$10,880.00**
- 4. AACER-LOC - Cutsheet**
- 5. POWER-LOC LP - Cutsheet**
- 6. POWER VENT AIRFLOW - Cutsheet**
- 7. Insurance Claim**

Mr. Ihle stated that this originated with contacting Tri-State Flooring to inspect the floor and provide us with a quote for sanding and refinishing the gym floor. Tri State's inspection of the floor determined that it was in an unsafe condition and sanding the floor may not correct the situation. I then reached out to Miller Flooring requesting an inspection of the floor. Miller also determined that the floor was unsafe to use and should be replaced. At that point the District's insurance company was contacted and they agreed to cover the replacement cost

of the gym floor. I have attached the letter from the insurance company stating the replacement of the gym floor would be covered under the District insurance minus the deductible. Bill Miller of Miller flooring has provided us with a proposal that has two flooring systems. The recommendation is option 2 which is a power-loc LP for \$328,400.00. This type of flooring system was installed in the auxiliary gym of High School South back in 2016. Mr. Rohner stated I think that floor was done nicely. Mrs. Vanwhy stated I am ok with that option if that is how we would like to proceed. Mr. Rohner asked did we have air flow at the High School South gym floor? Mr. Ihle stated yes and I would recommend it for the North gym floor as well. Mr. Dymond asked did we put one blower or two at the South gym? Mr. Ihle stated I do not recall but it was more than one. Mr. Miller stated the South gym has two blower units and we are recommending three for the North gym due to the size. You are entitled to replace what is there with the same flooring however if we go with the other option the insurance company may be able to add the blowers to the cost. Mrs. Vanwhy asked Mr. Ihle to check with the adjuster. Mr. Ihle stated I will ask the insurance adjuster if the blowers will be covered. However if they are not covered do we still want to move forward. Mrs. Vanwhy stated I would say yes either way.

#### **B. D'HUY ENGINEERING INVOICES**

- 1. Invoice #50832 \$2,295.04 - High School North Roof Replacement**
- 2. Invoice #50833 \$934.80 - Resica Elementary School Roof Replacement**
- 3. Invoice #50834 \$5,898.29 - Resica Elementary/Middle Smithfield Elementary Water Filtration**
- 4. Invoice #50835 \$3,213.20 - High School North Sanitary Liner Replacement**
- 5. Invoice #50836 \$560.00 - Smithfield Elementary Parking Lot Improvements**
- 6. Invoice #50837 \$5,527.60 - J.T. Lambert School Security Camera Installation**

Mrs. Vanwhy stated these are simply D'huy invoices.

#### **C. J.T. LAMBERT CISCO MERAKI CAMERA PRICING**

Mr. Borosh stated this is to replace the Honeywell cameras. For a total of 118 cameras. We made a request for proposal and received four bids on March 17th. IntegraOne came in with the lowest bid at \$147,228.00. This will be paid out of a PCCD grant the District has obtained. Mr. Rohner asked is this the same company we have been working with? Mr. Borosh stated it is.

## **II. ITEMS FOR DISCUSSION:**

### **A. J.T. LAMBERT & RESICA ELEMENTARY CARPET BID(S)**

Mr. Grice stated we structured the bid so that we could give vendors the opportunity to bid on one or both schools to see if there were any savings. We had two bidders attend the pre-bid meeting. We have worked with both companies and have been satisfied with their work. As it turns out one company bid on

Resica and the other vendor bid on J.T.Lambert. With two vendors we could have this project completed in one summer. The bids came in under budget. Bid one for Resica elementary includes the replacement of carpet with V.C.T. in the classrooms and corridors. It does not include the pod. Alternate 1A would replace V.C.T. and alternate 2A would be L.V.T. which requires less maintenance and over time presents a cost savings to the District. The next alternate price includes the pod with either V.C.T or L.V.T. Bid two for J.T. Lambert includes the replacement of carpet with V.C.T. in the classrooms and corridors. It does not include the pod. Alternate 1B would replace the carpet with V.C.T. while alternate bid 2B being the replacement of carpet with L.V.T. Alternate 3B includes the replacement of carpet with L.V.T. I do want to note the contractors mistakenly did not add the cost of L.V.T. on the bid paperwork but if we were to accept L.V.T. it would be an additional cost of \$21,200 to the base bid. Mr. Rohner asked if the pod at Resica was used by special education? Mr. Grice stated yes. There is going to be an effort on the District's part to determine where we are going to hold storage. We will need to empty the classrooms and hallways in order to begin the project. Mr. Ihle stated if we do not replace carpets in the pods or save the pods for last, we can use them for storage. If not we can discuss the idea of renting storage units. Mr. Andrews stated I think we are going to have to replace the carpets in the pods at some point. Mrs. Vanwhy asked if we do not replace the carpet in the pods this summer then are we going to have to rebid it next year? Mr. Grice stated if you do not accept the alternate bids this summer then you can bid the pods again for next year. Mrs. Vanwhy asked how feasible is it if we do not accept the alternate bid for the pods that the buildings can be completed in the summer? Mr. Grice stated the vendors would be contractually obligated to have this completed by that time frame. Mrs. Vanwhy stated the vendors have submitted bids but we are at a work stoppage. Mr. Grice stated I am not sure what the requirements are for workers once work is resumed on construction sites. However these costs only include the project itself not any costs associated with covid-19 safety measures. These bids are also on the assumption of the school letting out on the original date in June. Disregarding covid-19 the law reads that within 60 days of a bid opening you have to make an award. Then you have another 60 days to execute the contract. Mr. Andrews asked how long are these bid prices good for? Mr. Grice stated 60 days. Mr. Andrews stated we could present this at the May board meeting. Mr. Grice stated the further we move the date the further we push back the start date. Mr. Dymond stated I do not want to accept the bid and then the vendor can not complete the work and the District be forced to still pay. Chris Brown, District Solicitor, stated you can award the bid and there are clauses within construction contracts regarding if the work can not be completed due to an act of God or government. Mrs. Vanwhy stated we should move forward and figure out the legal issues later. Mr. McIntyre stated I believe that the law states it is up to the District to determine if a project is essential or not. Mr. Dymond stated regarding the flooring I was under the impression that we wanted to use L.V.T. and not V.C.T. Mr. Ihle stated I agree. The District will see a cost savings in not having to strip

and wax the L.V.T. flooring. Mr. Rohner asked how long does L.V.T. last? Mr. Grice stated it has a lifespan of around 25-30 years. Mrs. Vanwhy asked do we want to include the pods or not since we are concerned about storage? Mr. Ihle stated we can work around storage. If the committee chooses to include the pod we may have to consider renting storage units. Mrs. Vanwhy stated I think we should include the pods. We will motion to accept the flooring bid for Resica Elementary Alternate A using L.V.T. and accepting alternate 3A including the pod with L.V.T. as well as a motion to accept the bid for J.T. Lambert alternate 1B with L.V.T. and including alternate 3B which includes the pod with L.V.T.

Mr. Ihle stated before we move on we should note that there were bids for two other projects that are not on the agenda. One was for the surveillance cameras at J.T. Lambert and the other is for seal coating the parking lots at Smithfield Elementary. Mr. Grice stated we had three bidders attend the pre-bid meeting. Two dropped out due to the uncertainty of when other work may open up. We had one company bid, S&G Asphalt in the amount of \$ 41,217.00. We have worked with them before in Nazareth and have never had any issues. Mrs. Vanwhy stated do they seem fair in pricing. Mr. Grice stated they are. For frame of reference the parking lot is sixty thousand square feet including a full depth of repairs due to potholes. I think their price is fair.

Mr. Grice stated the other bid is for the installation of cameras at J.T. Lambert. There are 144 cameras and we had two vendors placed bids. Guyette came in at the lowest. They performed the camera installation at the North campus and we were satisfied with their work. This bid includes data cabling and installation. The cameras were purchased separately. Mr. Borosh stated all of this is included in the grant we obtained. The PCCD grant covers the purchase of the cameras as well as installation.

## **B. 5-YEAR CAPITAL PLAN**

Mr. Rohner stated Mr. Ihle stated he was working on the general operating budget for 2021. There are some items I want the District to take care of such as the South stadium doors. I think we should approve the 2021 budget so that other items on the list you provided at the last meeting get approved too. Mrs. Vanwhy stated we have a running list going.

Mr. Andrews stated the only question I have is regarding the North campus lighting upgrades. Are we replacing as needed? Mr. Ihle stated yes we are. I do not have an exact number but we are replacing and receiving rebates.

Mr. Rohner stated can we get the word out that there are lots of potholes up North? Mr. Ihle stated I can forward that information to the Transportation Department as they oversee such.

Mr. Rohner asked have we received a letter from the Department of Environmental Protection regarding the North campus spray irrigation system? If so I would like to read it. Mr. Ihle stated Mr. Grice may have more information than I. I have the main correspondence which are the violations they sent us and I have been reporting repairs to them as they are being completed. Mr. Rohner asked do we have a follow up letter from the meeting you had with the D.E.P.? Mr. Ihle stated I do not. I have reached out to the D.E.P., however they have not responded. Mr. Rohner asked are you sending emails? Mr. Ihle stated I have not. I have been calling. Mr. Rohner stated send emails so that we have a record of correspondence.

### **C. CURRENT CAPITAL PAYMENTS**

No Discussion

### **III. PUBLIC PARTICIPATION - None**

### **IV. MOTIONS**

- A.** Motion made to move to the Finance Committee the replacement of the High School North gym floor by Miller Flooring with Option 2 POWER-LOC LP \$328,400 with Alternate #1 - Power Vent Airflow \$10,880.00. Motion seconded, all approved

Mr. Ihle stated I will reach out to our solicitor and Mr. McIntyre and see if this can be considered an essential emergency that can be done during this time. Perhaps the Board would like to approve this project for May. Mr. Rohner stated I thought we would start this project in June. Mr. Ihle stated if schools will remain closed perhaps we can start in May.

- B.** Motion made to move to the Finance Committee payment to D'huy Engineering for the following invoices:

1. Invoice #50832 \$2,295.04 - High School North Roof Replacement
2. Invoice #50833 \$934.80 - Resica Elementary School Roof Replacement
3. Invoice #50834 \$5,898.29 - Resica Elementary/Middle Smithfield Elementary Water Filtration
4. Invoice #50835 \$3,213.20 - High School North Sanitary Liner Replacement
5. Invoice #50836 \$560.00 - Smithfield Elementary Parking Lot Improvements
6. Invoice #50837 \$5,527.60 - J.T. Lambert School Security Camera Installation

Motion seconded, all approved.

- C.** Motion made to move to the Finance Committee acceptance of the lowest bid for replacement of flooring at Resica alternate 1A for LVT (\$88,900) with Alternate 3A (\$11,385) to include the POD using LVT. Motion seconded, all approved.

- D.** Motion made to move to the Finance Committee acceptance of the lowest bid for replacement of flooring at JTL alternate 1B LVT (\$95,200) with alternate 3B (\$62,600) to include the POD using LVT. Motion seconded, all approved.

- E. Motion made to move to the Finance Committee acceptance of the lowest bid for Smithfield parking lot seal coating by S&G Asphalt in the amount of \$ 41,217.00. Motion seconded, all approved.
- F. Motion made to move to the Finance Committee acceptance of the lowest bid for JTL camera installation by Guyette for \$127,212.00 as well as the purchase of cameras from IntegraOne in the additional amount of \$147,228.00, to be paid for by a PCCD grant obtained by the District. Motion seconded, all approved.

**V. ADJOURNMENT** - Meeting adjourned at 6:32pm

Respectfully Submitted,  
Rebecca Lopez  
Committee Secretary