

**EAST STROUDSBURG AREA SCHOOL DISTRICT
PROPERTY AND FACILITIES COMMITTEE MEETING MINUTES
December 8, 2020**

Lisa Vanwhy called the meeting to order at 530pm and led the Pledge of Allegiance.
Committee Members Present: Larry Dymond, Sharone Glasco, Wayne Rohner, and Lisa Vanwhy

School Personnel Present: George Andrews, Billy Gouger, Matt Hirsch, Scott Ihle, Chief Mill, Daryle Miller, Robert Romagno, Dr. William Riker, Dr. William Vitulli.

Non-School Personnel Present: Vincent DeAngelis, Josh Grice, Dave Rifendiefer,

A motion was made to approve the minutes from the November 3, 2020 meeting along with the agenda for December 8, 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.

ANNOUNCEMENTS BY THE COMMITTEE: The Property and Facilities Committee will establish meeting dates at this meeting.

I. ITEMS REQUIRING ACTION:

A. HIGH SCHOOL SOUTH AUDITORIUM LIGHTING COMPONENTS REPAIR

- 1. Center Stage Lighting & Rigging \$10,452.00**
- 2. Blue Chip Sound \$11,250.00**
- 3. Craig Friedman Production \$12,475.00**

Mr. Ihle stated that there are current issues with the auditorium lighting. They are strobing and flickering. It was brought to my attention that in the past the wiring may have been severed and manipulated by certain individuals for their own wants and needs . These proposals are inclusive of what will be required to correct the issue. Center Stage came in with the lowest pricing. Also, they have worked with the District in the past and are familiar with the building and lighting system. If we move forward please be advised that this project was not budgeted for. I spoke with Mr. McIntyre and he informed me that this could be paid out of the general fund or the capital budget. Mrs. Vanwhy asked what was his reason to determine which budget it should come out of? Mr. Ihle stated he did not specify and that perhaps it has to do with the dollar amount. Mr. Dymond stated our general fund is in good shape and it would save on paperwork if we paid with that account. Dr. Riker stated I would specify which fund this should come out of in the motion and pass it on to the finance committee. Mr. Rohner asked is this considered an emergency repair? Mr. Ihle stated we would like to have it repaired before the return of students. Mr. Rohner asked what is the age of this light system? Mr. Ihle stated I am unsure of the age but this issue is due to negligence.

B. TRANE PROPOSAL - J.T. LAMBERT POD HVAC DEHUMIDIFICATION CONTROL \$31,969.00

Mr. Ihle stated as the committee may recall, this item was brought to the committee in February of this year. At that time, the committee asked for more investigation to ensure this was the correct solution and to have Trane collaborate with D'huy Engineering as well as Facilities. After several meetings and investigations with Trane, D'huy, Mr Dymond, the consensus is that this proposal should meet the needs for dehumidification. Mr. Rohner asked how old is the system we currently have? Mr. Ihle stated I imagine it is the original system installed when the pod was built. It is my understanding the pod was built to house East Stroudsburg Elementary students while East Stroudsburg Elementary was under construction. The original heating units are undersized and need to be upgraded. Mr. Rohner stated this will most likely require a permit. I will push for that in case there are future malfunctions; we will have recourse. Mr. Grice stated we have reviewed Trane's plans and feel that the proposed coils are sufficient to bring proper discharge temperature. Mrs. Vanwhy asked do we need to go out to bid for this project? Mr. Ihle stated that we do not since Trane is affiliated with Costars. Mr. Rohner asked is it safe to say we did not get what we originally paid for? Mrs. Vanwhy stated we are using the pod differently than what it was originally built for. Dr. Riker stated yes, it was originally just used for overflow. Now the transportation department is there as well as the cyber school. Mr. Dymond asked, how are we paying for this? Dr. Riker stated if the committee chooses to move forward with this project it would be paid out of the capital budget.

C. APPLICATION (S) FOR PAYMENT

1. Lehigh Valley Flooring - J.T. Lambert Flooring Replacement App.6 \$10,716.00 - Final Invoice

Mr. Rifendiefer stated this is the final payment and the District was provided with the materials to complete the last vestibules which have also been completed.

2. Trane - High School North/Lehman Intermediate HVAC Controls - \$283,863.79 - Final Invoice

Mr. Grice stated this is the final payment. Mr. Dymond stated I do not want to pay this invoice. They still have not fixed the cooling tower. Mr. Grice stated according to the proposal they submitted they have performed the work they were contracted to do. I have spoken with District maintenance personnel and they informed me that there were just some controls and nozzle adjustments to fix the issues with the cooling tower. Mr. Dymond stated that Trane said the new controls would fix the issues with the cooling tower and it has not. Mr. Hirsch stated part of the problem is the cooling tower is not graded properly. Mr. Rohner stated the issue is soil erosion. Mr. Grice stated what Trane included in the proposal has been completed. If there are issues with the tower itself that scope of work will have to be addressed separately. Ms. Glasco stated that if Trane completed their portion of the contract then we need to pay them. The

issues outstanding are outside the scope of work that was in the original contract. Mr. Dymond stated the cooling tower has always overflowed. We were told the new controls would fix these issues. It did not fix it. Mr. Grice stated the feedback I have been given is these issues existed prior to Trane but have improved since Trane completed the work they were contracted to do. Other issues may be contributing to the overflow issue but it is not related to any work in the original Trane proposal. If the Board feels it is necessary to hold a retainage fee that is one thing but I do not feel it would be appropriate to not submit any payment at all. Mrs. Vanwhy asked, is Trane responsible for the cooling tower warranty? Mr. Hirsch stated it is not a Trane tower. Mrs. Vanwhy asked, is there a warranty for the work that was performed by Trane? Mr. Grice stated that there is a one year warranty for the controls installed by Trane. Ms. Glasco asked are the remaining issues that need to be resolved the responsibility of Trane? Mr. Grice stated no. Ms. Glasco asked, are we keeping documentation of the issues that need to be corrected? Mr. Grice stated yes Mr. Hirsch and Mr. Teeple are documenting any issues that are occurring.

3. Environmental Restoration Inc. - Transportation Building Oil Tank Removal App.1 \$69,954.20

Mr. Rifendiefer stated that this project is 85% complete. All that is left is some paving which should be completed by this week or next. The tank was removed and once paving is complete we will have a punch list of items left. We should have the final invoice at the next meeting.

4. Jottan Inc. - High School North/Lehman Intermediate Roof Replacement No.11 \$304,220.48

Mr. Rifendiefer said that we have a final punch list scheduled. All of the roof work is done. Mr. Rohner asked, was the township inspector there? Mr. Rifendiefer stated the inspector was there and passed for phase one. Mr. Rohner asked did the township issue a certificate? Mr. Rifendiefer stated we passed two inspections but have not received a certificate of occupancy yet. I will contact the township and we should be receiving a certificate of occupancy soon. Mrs. Vanwhy asked, are we holding any payment back? Mr. Grice stated we are still holding back 2.5% of the retainage fee. Typically at this point any items left will hold a dollar amount and will be held until completion, such as the landscaping repairs.

D. D'HUY ENGINEERING INVOICES

- 1. Invoice #51915 \$19,059.97 - High School North Roof Replacement**
- 2. Invoice #51916 \$425.00 - High School North Roof Replacement Forensic Investigation**
- 3. Invoice #51917 \$1,763.10 - J.T. Lambert/Resica Elementary Flooring Replacement**
- 4. Invoice #51918 \$804.20 - Transportation Building Underground Storage Tank Removal**
- 5. Invoice #51919 \$3,855.01 - High School South Pool Repairs**

6. **Invoice #51920 \$380.01 - High School North/Lehman Intermediate Window Replacement**
7. **Invoice #51921 \$665.03 - Lehman Intermediate/Bushkill Elementary Flooring Replacement**
8. **Invoice #51922 \$1,757.50 - High School North & High School South Handwash Stations**
9. **Invoice #51923 \$9,000.00 - Resica/Middle Smithfield Elementary Water Filtration**
10. **Invoice #51924 \$5,700.00 - High School North Sanitary Liner Replacement**

No discussion.

E. HIGH SCHOOL SOUTH SERVER ROOM FIRE SUPPRESSION SYSTEM PROPOSAL - Billy Gouger

1. **Cintas Proposal \$17,299.00**
2. **Keystone Fire Protection \$17,884.00/\$1,000.00**

Mr. Gouger stated we received two proposals and the key difference is that with Keystone they are proposing a complete project whereas Cintas would not include programming therefore we would have to still contract out to Keystone for the rest. Once the system is complete there will be a few items left in-house to ensure the room is air tight. Mrs. Vanwhy stated I am in agreement with using Keystone. Mr. Rohner stated this will also require a permit. I want the borough inspecting and approving the plans.

F. EAST STROUDSBURG AREA SCHOOL DISTRICT PROPERTY & FACILITIES COMMITTEE MEETING DATES 2021

Ms. Glasco mentioned that she is aware that this committee always meets in person, not knowing what the future holds are there other options. Mrs. Vanwhy stated if necessary we could always hold the meetings via zoom.

II. ITEMS FOR DISCUSSION:

Mrs. Vanwhy stated I wanted to ask Mr. Miller if anything had been done with the stadium painting. Mr. Miller stated I have spoken to Gleco Paints and they feel by spring it would be fine but we will look into it.

Dr. Riker stated you may want to add the busses. This was kicked back from the Finance Committee back to Property & Facilities. I understand Mr. Dymond was meeting with vendors. Mr. Dymond stated we have been trying to set up a meeting. We will meet with the vendor after the new year.

A. REFINISHING OF BUSHKILL/RESICA ELEMENTARY GYM FLOOR & STAGES - Robert Romagno

Mr. Romagno stated I was hoping to meet with Miller Flooring prior to this meeting however I will be meeting with them sometime next week. Back in 2016 we when we refinished the gym floors it was just a recoating. This time around it

needs not only a coating but it should have the graphics redone on the floor as well in order to preserve the floor. Mrs. Vanwhy asked is this over and above what the custodians did in 2016? Mr. Romagno stated it is over and above what they can do. This is mostly due to the time constraints. They can do the tasks however it is too time consuming. I only have one custodian who can do the job and it may take him over two summers to complete the task. I will have more information and pictures for the committee next month so you can see the shape of the floors.

B. CURRENT CAPITAL PAYMENTS

No discussion.

C. 5-YEAR CAPITAL PLAN

No discussion.

III. PUBLIC PARTICIPATION - None

IV. MOTIONS

- A. Motion made to move to the Board the proposal submitted by Center Stage Lighting & Rigging in the amount of \$10,452.00 for High School South Auditorium Lighting Components Repair. This is to be paid out of the general fund. Motion seconded, all approved.
- B. Motion made to move to the Board the proposal submitted by Trane in the amount of \$31,969.00 For J.T. Lambert Pod Hvac Dehumidification Control. This is to be paid out of the capital fund. Motion seconded, all approved.
- C. Motion made to move to the Board payment of the following applications:
 1. Lehigh Valley Flooring - J.T. Lambert Flooring Replacement App.6 \$10,716.00 - Final Invoice
 2. Trane - High School North/Lehman Intermediate HVAC Controls - \$283,863.79 - Final Invoice
 3. Environmental Restoration Inc. - Transportation Building Oil Tank Removal App.1 \$69,954.20
 4. Jottan Inc. - High School North/Lehman Intermediate Roof Replacement No.11 \$304,220.48Motion seconded, all approved.
- D. Motion made to move to the Board payment to D'huy Engineering for the following invoices:
 1. Invoice #51915 \$19,059.97 - High School North Roof Replacement
 2. Invoice #51916 \$425.00 - High School North Roof Replacement Forensic Investigation
 3. Invoice #51917 \$1,763.10 - J.T. Lambert/Resica Elementary Flooring Replacement
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 9. Invoice #51923 \$9,000.00 - Resica/Middle Smithfield Elementary Water Filtration
 10. Invoice #51924 \$5,700.00 - High School North Sanitary Liner Replacement
- Motion seconded, all approved.
- E. Motion made to move to the Board the proposal submitted by Keystone Fire Protection in the amount of \$17,884.00/\$1,000.00 for the High School South Server Room Fire Suppression System. Motion seconded, all approved.
 - F. Motion made to move to the Board approval for the East Stroudsburg Area School District Property & Facilities Committee Meeting Dates 2021. Motion seconded, all approved.

V. ADJOURNMENT - Meeting adjourned at 630pm

Respectfully submitted,
Rebecca Lopez
Committee Secretary